Advisory Group for Data (AGD) – Meeting Minutes

Thursday, 18th June 2026

09:00 – 16:00

(In-person at Wellington Place, Leeds & via videoconference)

AGD INDEPENDENT / NHS ENGLAND MEMBERS IN ATTENDANCE:	
Name:	**Role:**
Paul Affleck (PA)	AGD independent member (Specialist Ethics Adviser)
Mr Christopher Barben (CB)	AGD independent member (Specialist Clinician Adviser)
Michael Chapman (MC)	NHS England member (Data and Analytics Representative) (In attendance for item 4 only) (**Presenter**: item 4)
Claire Delaney-Pope (CDP)	AGD independent member (Specialist Information Governance Adviser)
Dr. Jon Fistein (JF)	AGD independent member (Chair)
Prof. Jo Knight (JK)	AGD independent member (Specialist Academic / Researcher Adviser)
Andrew Martin (AM)	NHS England member (Data Protection Office Representative (Delegate for Jon Moore))
Dr. Mark McCartney (MM)	AGD independent member (Specialist GP / Clinician Adviser)
Dr. Jonathan Osborn (JO)	NHS England member (Caldicott Guardian Team Representative)
Kimberley Watson (KW)	NHS England member (Data and Analytics Representative (Delegate for Michael Chapman))
Jenny Westaway (JW)	AGD independent member (Lay Adviser)
Miranda Winram (MW)	AGD independent member (Lay Adviser)
NHS ENGLAND STAFF IN ATTENDANCE:	
Name:	**Role / Area:**
Claire Edgeworth (CE)	Head of Strategic IG – Consultancy, Information Governance and Ethics Lead, Data for R&D Programme (**Observer**: items 4 and 5) (**Presenter**: item 6)
Liz Gaffney (LG)	Assistant Director of Data Access and Partnerships: Head of Data Operations, SDE Service Owner, Data and Analytics, Technology, Digital and Data (**Presenter**: item 5)

Suzanne Hartley (SH)	Data Applications Service (DAS) - Senior Manager, Data Access and Partnerships, Transformation Directorate (**Observer**: items 8.1 to 8.2) (**Presenter**: item 9.1)
Melissa Hofman (MH)	Associate Director of NHSE Research SDE Network, Data Access and Partnerships, Data and Analytics, Transformation Directorate (**Observer**: item 6)
Ellie Munari (EM)	Public Engagement Design Lead, NHS Transformation Directorate (**Presenter**: item 7)
Karen Myers (KM)	AGD Secretariat Officer, Privacy, Transparency and Trust (PTT), Technology, Digital and Data
Humphrey Onu (HO)	Data Access and Partnerships, Data and Analytics, Transformation Directorate (**Observer**: item 9.1)
Gemma Walker (GW)	Information Governance Specialist, IG Risk and Assurance, Privacy, Transparency, and Trust (PTT), Technology, Digital and Data (**Presenter**: item 8.1) (**Observer**: item 8.2)
Emma Whale (EW)	Data Access and Partnerships, Data and Analytics, Transformation Directorate (**Observer**: item 9.1)
AGD INDEPENDENT MEMBERS / NHS ENGLAND MEMBERS NOT IN ATTENDANCE:	
Name:	**Role / Area:**
Dr. Robert French (RF)	AGD independent member (Specialist Academic / Statistician Adviser)
Jon Moore (JM)	NHS England member (Data Protection Office Representative)
NHS ENGLAND STAFF NOT IN ATTENDANCE	
Garry Coleman (GC)	NHS England SIRO Representative
DEPARTMENT OF HEALTH AND SOCIAL CARE STAFF IN ATTENDANCE (ITEM 7)	
Joanna Stapley (JS)	Senior Policy Lead – Data Opt-Out, Department of Health & Social Care (**Presenter**: item 7)

1	**Welcome and Introductions:** The AGD Chair welcomed attendees to the meeting. AGD noted that, due to an urgent work commitment, there would be no NHS England SIRO Representative or delegate in attendance for the meeting. Noting that the AGD Terms of Reference

	(ToR) state that: *"…a representative of the SIRO must also be in attendance for any meetings of the Group or a Sub-Group…"*, the Group were advised that, prior to the meeting, the NHS England SIRO Representative had confirmed contentment for all items to be discussed in their absence.	
2	**Review of previous AGD minutes:** The minutes of the AGD meeting on the 11th June 2026 were reviewed and were agreed as an accurate record of the meeting.	
3	**Declaration of interests:** There were no declarations of interest.	
4	**Developments in Data Access (Presenter: Michael Chapman)** The Group were provided with an update / overview of work within Data Access and Partnerships. The Group advised that they would welcome any further update as may be appropriate at a future AGD meeting. The Group noted the content of the update and thanked Michael for attending the meeting.	
5	**National Secure Data Environment (SDE) (Presenter: Liz Gaffney)** The Group were provided with an update on the National SDE, following previous updates on the 26th March 2026, 20th November 2025, 24th July 2025 and the 20th June 2024. AGD were advised that NHS England were holding a webinar on the 1st July 2026 to discuss the national SDE. The Group advised that they would welcome any further update as may be appropriate at a future AGD meeting. The Group noted the content of the update and thanked Liz for attending the meeting.	
6	**Regional Secure Data Environments (SDE) (Presenter: Claire Edgeworth)** The Group were provided with an update on the Regional SDEs. The Group advised that they would welcome a further discussion on this subject at a future AGD meeting. The Group noted the content of the update and thanked Claire for attending the meeting.	AGD Sec
7	**National public engagement on health and social care data and Opt-out policy reform (Presenters: Ellie Munari and Joanna Stapely)** The Group were provided with an update on the national public engagement on health and social care data and opt-out policy reform, following previous updates on the 30th January 2025 and the *7th March 2024. (**Please also refer to the AGD minutes from the 21st March 2024 in respect of the update provided to the Group on the 7th March 2024*). The Group were provided with an overview of the public engagement programme from 2024 to 2026 and the plans for the future programme of work from 2026 to 2030.	

	The Group were also provided with an update on the programme of work on opt-out reform, including, but not limited to, opt-out recommendations; timeline; and policy changes being explored. The Group made a number of comments / suggestions, including, but not limited to, **1)** exploring the use of the NHS app for opt-outs; **2)** ensuring local opt-outs are operating effectively; and **3)** continuing the work already undertaken to look at the approach to opt-outs in other territories. The Group advised that they welcome any further update as may be appropriate at a future AGD meeting. The Group noted the content of the update and thanked Ellie and Joanna for attending the meeting.	AGD Sec
8 OVERSIGHT AND ASSURANCE		
8.1	**Oversight and Assurance: key statistics and NHS England SIRO Representative actions - workstream 1 (Presenter: Gemma Walker)** The Group were provided with an update on workstream 1 (Precedent approved internal and external applications (not had an independent review in the last 6 months / or not had an independent review at all)) of the AGD oversight and assurance remit of work. The Group were provided with some headline statistics on Workstream 1, including a breakdown of the oversight and assurance undertaken in May and June 2026; and a summary of actions by the NHS England SIRO Representative / team. The Group noted the content of the update and thanked Gemma for attending the meeting.	
8.2	**Oversight and Assurance: current / future process** The AGD Chair noted that, as briefly discussed at the AGD meeting on the 4th June 2026, thoughts and feedback were sought from the Group on the current / future oversight and assurance programme of work, and how feedback is provided to NHS England. The Group made a number of suggestions, including, but not limited to, **1)** focussing the review on a specific point / area; **2)** the allocated reviewers undertaking joint review of applications, as opposed to working separately; **3)** reviewing and updating the forms that capture the oversight and assurance feedback to ensure the correct / appropriate questions are being asked / answered; and **4)** undertaking further work to review / improve the feedback to NHS England. The AGD Chair advised that further discussion would be undertaken with the NHS England SIRO Representative and colleagues within NHS England's Data Access Request Service (DARS) in respect how the oversight and assurance feedback can be fed back to NHS England more efficiently. The AGD Chair asked that the AGD Secretariat and an AGD independent lay member discuss the oversight and assurance process, to identify what is working well and what can be improved.	AGD Chair / SIRO Rep AGD Sec
9 AGD OPERATIONS		

9.1	**NHS England Data Access Request Service (DARS) internal form (Presenter: Suzanne Hartley)** AGD noted that following the discussion at the AGD meetings on the 21st May 2026 and the 26th February 2026 on the NHS England DARS internal form; colleagues within DARS had undertaken further work to update the form to reflect feedback from the Group and other stakeholders. The Group were presented with an overview of the updates / amendments made to the NHS England DARS internal form; and advised that they had no further comments / suggestions to make at this stage, however, any further feedback on the internal form would be provided as may be appropriate. The Group commended DARS colleagues on the work undertaken on this programme of work to date.	
9.2	**AGD members feedback / reflections** The AGD Chair noted that clause 9.1 of the AGD Terms of Reference (ToR) states: *"The Chair, the Secretariat, the SIRO Representative and at least one of the NHSE members of the Group will meet at least once every three months to review the operation of the Group*". **AGD Ways of Working:** AGD noted that there had been a number of discussions in AGD meetings since December 2025, in respect of how the Group currently operates, and potential new ways of working; and advised that they were supportive of the work undertaken to date. The NHS England Data Protection Office (DPO) Representative advised that the DPO / DPO Team were supportive of the new ways of working and new AGD meeting structure, for example, having more focussed questions on applications, which helped with the review of papers prior to the AGD meeting. The Group emphasised the importance of getting feedback / updates from NHS England on ongoing / outstanding issues raised in the AGD meetings to further support the advice that they provide. **AGD minutes:** AGD noted that following the discussion at the AGD plenary meeting on the 19th March 2026, further work had been undertaken to ensure that the AGD minutes were clear, actionable and that the correct level of information was included. The Group noted that this was an evolving area of work and reiterated that they welcomed any feedback from NHS England to support this. **Stakeholder Engagement:** AGD noted that work was ongoing to further support / develop the relationship between NHS England's Data Access Request Service (DARS) and AGD, to support the AGD in-meeting discussion and experience. **Organisational Changes:** The Group noted that they were mindful of the wider organisational changes, both in respect of current changes, i.e. the reduction of NHS England staff and the impact of this on work / colleagues; and the future changes in respect of the NHS England / Department of Health and Social Care merger and the impact this may have on the work undertaken by the Group.	
9.3	**AGD Ways of working** The AGD Chair discussed the AGD Ways of Working document following a recent review of the document by the Group; and advised that the document would be shared with the Group	AGD Sec

	for a final review / suggested updates, following the meeting, and that the deadline for comments would be midday on the 3rd July 2026.	
9.4	**AGD Themed Questions** The AGD Chair discussed the AGD Themed Questions document following a recent review of the document by the Group; and advised that the document would be shared with the Group for a final review / suggested updates, following the meeting, and that the deadline for comments would be midday on the 3rd July 2026.	AGD Sec
9.5	**AGD Team Charter** The AGD Chair discussed the AGD Team Charter document following a recent review of the document by the Group; and advised that the document would be shared with the Group for a final review / suggested updates, following the meeting, and that the deadline for comments would be midday on the 3rd July 2026.	AGD Sec
9.6	**AGD Terms of Reference (ToR):** The AGD Chair discussed the AGD ToR document following a recent review of the document by the Group; and advised that the document would be shared with the Group for a final review / suggested updates, following the meeting, and that the deadline for comments would be midday on the 3rd July 2026.	AGD Sec
9.7	**AGD Operational Continuity and the SOP Roadmap** The AGD Chair discussed the AGD Operational Continuity and the SOP Roadmap document following a recent review of the document by the Group; and advised that the document would be shared with the Group for a final review / suggested updates, following the meeting, and that the deadline for comments would be midday on the 3rd July 2026.	AGD Sec
9.8	**AGD Annual Report 2025/26** In line with paragraph 8.1 of the AGD Terms of Reference that states that *"The Group will produce an annual report on its work… for the SIRO following the end of the financial year..."*; the Group were advised that an initial draft would be shared with the Group for comments, additions and amendments as soon as possible.	AGD Chair
9.9	**Retaining organisational memory across all AGD members and AGD Secretariat** AGD noted that there were a number of discussion points in AGD meetings, where the Group or NHS England have agreed a position; or where an explanation of a position was pending. The Group discussed how this information could be collated to support AGD and other stakeholders. The Group agreed that this should be a regular item on the AGD meeting agenda to support the development of this programme of work.	AGD Sec
9.10	**AGD Stakeholder Engagement 09:10 – 09:30** The AGD Chair noted to the Group that they had met with Jackie Gray, Director of Privacy and Information Governance, within Privacy, Transparency, and Trust following the last update at the AGD meeting on the 15th January 2026; this was in line with clause 9.2 of the AGD Terms of Reference that	

	states: *"The Chair and the Deputy SIRO shall meet at least every six months to review the operation of the Group"*.
9.11	**AGD Project Work** *There were no items discussed*
10 Any Other Business	
	There were no items discussed
Meeting Closure As there was no further business raised, the Chair thanked attendees for their time and closed the meeting.	