

Digital, Data, Research & Innovation Committee Log 2026-27

Meeting Date	Type of Meeting	Minute Ref	Agenda Item (Number & Title)	Raised by	Narrative	Type of Action	Action Taken	Assigned to (individual)	Supporting (additional staff members)	Due by	Update	Status	Outcome of Referral	Referral detail
10.07.2025	Public Committee	75/25	Action Log		To demonstrate the Clinical Coding AI solution and to arrange a demonstration.	Action	Logged Action	Director of Digital (MJ)	Assistant Director of Digital Intelligence (LM)	Jun-26	To be arranged for June. AC has emailed for a date.	Underway (with update)		
13.11.2025	Public Committee	88/25	Business Intelligence and Analytics	Digital IM (Andrew Griffiths)	AG proposed developing a paper for the Committee on Optimising Analytical Resources across the organisation and exploring the potential for using wider collaborative data, such as the National Data Repository (NDR), for benchmarking and best practice comparisons.	Action	Logged Action	Director of Digital (MJ)	Assistant Director of Digital Intelligence (LM)	May-26	1.12.2025: MJ informed that the action needed to be paused for now, while the team worked through some more steps on the Organised for Success Programme. MJ said he could link in with AG on the action.	Underway (with update)		
13.11.2025	Public Committee	92/25	Committee Log		MJ committed to engage with Tina Ricketts, Director of Workforce and OD, to clarify the scope and expectations for the Digital Workforce Plan, ensuring it is developed collaboratively and aligned across both Digital and Workforce/OD Committees.	Action	Logged Action	Director of Digital (MJ)		May-26	Paper on digital workforce plan on the DDRI agenda for January. Meeting between DOD and DOWF scheduled for late January. Evaluation of best approach to assessing workforce digital capabilities baseline being undertaken by May	Underway (with update)		
05.03.2026	Public Committee	28/26	Information Governance & Cyber Security Assurance Group (IGCAG)		Westlake and Rachel Levi to review the policy wording and return with clear confirmation of its intended scope. Clarify the policy approval vs endorsement route. Gareth to confirm the correct governance pathway and update the Committee accordingly. Bring back a revised version of the paper for Committee assurance: Committee members were not assured and requested a clearer, corrected paper.	Action	Logged Action	Director of Digital (MJ)	Assistant Director of Digital Services (GW) and interim Head of Digital Applications (RL)	May-26	The Data Quality Policy will undergo a comprehensive review and update prior to being submitted for evaluation by the relevant governance fora, after which it will return to this committee for final approval.	Underway (with update)		
05.03.2026	Public Committee	30/26	Regional Oncology Review		SG and RK to review and clarify the financial information, set out a clear preferred delivery model with defined next steps, and confirm the appropriate governance pathway across SBUHB and Hywel Dda before returning the updated proposal to the Committee.	Action	Logged Action	Executive Medical Director / Deputy CEO (RE)	Deputy Executive Medical Director (RK) and Consultant Clinical Oncologist (SG)	Jul-26	Task and finish group report be submitted to Health and Care Research Wales in order to progress the work. However, it was also agreed a further report would be brought to the committee setting out the background and work to date of the project as well as next steps and clarification of the queries raised by the IMs during the meeting.	Underway (with update)		
05.03.2026	Public Committee	38/26	Digital delivery against the digital plan for 25/26 and digital strategy		To refine and prioritise the 2025/26 digital plan in line with financial and resource constraints, reassess key strategic assumptions, urgently escalate the RIO resourcing risks to Executive colleagues, and clarify the future digital governance structure in the context of the new Care Boards	Action	Logged Action	Director of Digital (MJ)	Assistant Director of Digital Transformation (DK)	May-26	The required roles for Rio are being recruited. Digital governance in line with Care group model being worked through	Underway (with update)		
22.01.2026	Public Committee	04/26	Committee Risk Register		MJ to seek national clarification on plans for digital end-of-life care planning and determine any required local actions, including whether a standalone solution is needed.	Action	Incoming Referral	Director of Digital (MJ)		Jul-26	Investigations on going. Way forward to be determined by end of Q1	Open		
22.01.2026	Public Committee	08/26	Exploring Digital Ageism		A follow-up report on Exploring Digital Ageism was requested within 12 months, ensuring it aligns with a wider population-health approach by maximising the use of metrics across all protected characteristics to inform service planning and improvement.	Action	Logged Action	Director of Digital (MJ)		Jul-26	Assessment to determine appropriate actions to be undertaken in Q2	Open		
22.01.2026	Public Committee	12/26	Governance Approach to Artificial Intelligence (AI)		outline the updated governance arrangements for AI, summarise recent and emerging organisational developments, and set out any implications for existing processes, oversight structures, and assurance mechanisms. The paper will also	Action	Logged Action	Director of Digital (MJ)	Assistant Director of Digital Technology (Carl Mustad)	May-26	Approach agreed at Committee. Overview to be presented at May DDRI under the strategic plan paper. A comprehensive paper on the HBS approach to AI will be presented at July Committee	Open		
22.01.2026	Public Committee	18/26	Committee Log		AG proposed a visit to Llanisamlet to see the coders using the new software, and he also suggested that a demonstration of the clinical coding tool be added to the Committee's visit schedule for future follow-up.	Action	Logged Action	Director of Digital (MJ)		May-26	Email 3.03.2025 Matt John: A date is being agreed.	Open		
13.11.2025	Public Committee	86/25	NHS Wales App	Digital IM (Andrew Griffiths)	AG requested a position statement on the benefits being realised from digital adoption, including both financial and non-financial impacts (such as reduced calls to GP practices and outpatient efficiencies), and suggested raising the profile of comparative cluster engagement with GP practices.	Action	Logged Action	Director of Digital (MJ)	assistant director of digital transformation (DK)	Jan-26	Email 15.12.2025 Deirdre Roberts: DR will engage with DHCW to understand national work, including how they are working with Welsh Government and primary care to ensure parity in GP appointment booking. Following the DDRI discussion, Deirdre received an email from DHCW and spoke with Matt Cornish (Programme Director for the App), who confirmed the need to align the App with existing primary care tools such as Ask My GP. Deirdre will continue working with DHCW and Sam Page (Head of Primary Care, Swansea)	Closed		
13.11.2025	Public Committee	89/25	Digital Strategy and Plan	Exec Lead DDRI: Director of Digital (MJ)	MJ committed to holding a senior team meeting to review the Quarter 4 delivery plan, assess mitigations, produce a comprehensive risk report, and share this report with the Committee ahead of the next meeting	Action	Logged Action	Director of Digital (MJ)		Jan-26	Senior Team meeting was held to discuss Q4. Resources have been prioritised for delivery of Q4 digital annual plan. Plans and risks are presented within the Strategy/Planning paper at DDRI.	Closed		

Digital, Data, Research & Innovation Committee Log 2026-27

Meeting Date	Type of Meeting	Minute Ref	Agenda Item (Number & Title)	Raised by	Narrative	Type of Action	Action Taken	Assigned to (individual)	Supporting (additional staff members)	Due by	Update	Status	Outcome of Referral	Referral detail
22.01.2026	Public Committee	19/26	Terms of Reference		LC to make the required amendments to the ToR and bring the updated report to the March Committee	Action	Logged Action	Director of Corporate Governance (HL)	Head of Compliance (LC)	Mar-26	Amendments made. ToR approved at Board in March 2026.	Closed		
05.03.2026	Public Committee	30/26	Regional Oncology Review		AG and RK to meet offline to clarify the Committee's approval role and determine the next steps, preferred delivery model, and required actions to progress the clinical trials work without further delay	Action	Logged Action	Digital IM (Andrew Griffiths)	Deputy Executive Medical Director (RK)	Jul-26	RK and AG met on 19.03.2026 and agreed that the task and finish group report be submitted to Health and Care Research Wales in order to progress the work. However, it was also agreed a further report would be brought to the committee setting out the	Closed		
05.03.2026	Public Committee	36/26	Clinical Coding		AG requested that future clinical coding reports include the total clinical coding backlog to provide the Committee with full visibility and assurance	Action	Logged Action	Director of Digital (MJ)	Assistant Director of Digital Intelligence (LM)	May-26	Detail included within the Clinical Coding Report.	Closed		
05.03.2026	Public Committee	37/26	AI Governance Model Plan		AG requested to defer this item to the May Committee meeting.	Action	Logged Action	Director of Digital (MJ)		May-26	IG Lead has been identified. An update is provided as part of the Strategic plan agenda item including the regional approach. An AI specific plan / governance model will be worked through and presented at Committee in July 2026	Closed		