

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)	Sep-26	On hold - MJ informed that the action needed to be paused for now, while the team worked through some more steps for 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)		Sep-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 15/07/2026: An update will be provided at the September Committee	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)	Sep-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 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)		
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)		Sep-26	Investigations on going. Way forward to be determined by end of Q1 15/07/2026: Chief Nursing Information Officer (CNIO) is currently investigating.	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)		Sep-26	Schedule for January 2027 committee	Open		
22.01.2026	Public Committee	12/26	Governance Approach to Artificial Intelligence (AI)		CM will prepare the forthcoming AI position paper, which will 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 include recommended next steps to strengthen governance, monitoring, and reporting in relation to AI activity across the organisation.	Action	Logged Action	Director of Digital (MJ)	Assistant Director of Digital Technology (Carl Mustad)	Sep-26	AI Lead Identified. Joint regional plan for AI 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 September Committee	Open		
22.01.2026	Public Committee	18/26	Committee Log		AG proposed a visit to Llansamlet 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	Executive Director of Planning and Partnership (MD)	Assistant Director of Digital Intelligence (LM)	Sep-26	Email 3.03.2025 Matt John: A date is being agreed.	Open		