

Wiltshire Council

Health and Wellbeing Board

29 March 2018

Subject: Wiltshire Information Sharing Charter (WiSC)

Executive Summary

The paper seeks approval to implement a single over-arching data sharing charter that will replace a number of existing agreements where partner organisations have a common obligation or desire to provide services within Wiltshire.

Proposals

It is recommended that the Board Members:

- i) Agree to progress the implementation of and sign up to the Wiltshire Information Sharing Charter (WiSC)
- ii) Nominate an information governance lead from their organisation who can assist in establishing a single Information Governance (IG) Board to sit across the whole of Wiltshire, so progressing the implementation and continuation of the Wiltshire Information Sharing Charter.

Reason for Proposals

To introduce the potential of a single overarching information sharing charter to the board members and seek their endorsement and support in the adoption of the charter throughout Wiltshire, so resulting in an integrated service for residents.

Ian Baker, Head of Programme Office, Wiltshire Council
Liz Creedy, Head of Policy Partnerships & Assurance, Wiltshire Council

Purpose of Report

1. To provide information on the single over-arching data sharing charter that it is proposed will replace a number of existing agreements where partner organisations have a common obligation or desire to share information to facilitate the provision of services within the community.

Background

2. In late September 2017, the Single View Information Governance Board recognised the need to revise the Single View Tier 1 Sharing Agreement in preparation for GDPR (General Data Protection Regulation) that will be enshrined in UK law in May 2018. The Board reviewed the existing overarching data sharing agreements already used across the Country and concluded that an adapted Dorset Information Sharing Charter would meet the needs for the county's public services. The Dorset Information Sharing Charter has proved successful and has over 100 members. Some of the signatories also provide services in Wiltshire e.g. Dorset and Wiltshire Fire and Rescue.
3. A draft of the Wiltshire Information Sharing Charter (WiSC) was agreed by the Single View Information Governance (IG) Board and also by Wiltshire Council's IG Board in January 2018. This will now be progressed and signed by the Single View partners for use within the context of this programme. A copy of the draft charter is attached for reference.
4. The Single View Board has recognised the opportunity the WiSC presents to be an overarching data sharing agreement across all public services across Wiltshire. This would enable removal of a number of existing data sharing agreements within one and at the same time introduce a consistent set of principles and protocols.
5. The benefits of this charter will be to provide Wiltshire partner agencies with a robust overarching framework which allows for the legal and secure sharing of personal information between partner organisations. It will enable the ability to meet the statutory obligations and share information safely supporting better integrating service provision within the Wiltshire community. The sharing of information will be standardised with an agreed set of templates using a common theme.
6. One overarching IG partnership board would need to be established in order to oversee the introduction and maintenance of the WiSC. This would replace the need for several IG boards throughout Wiltshire e.g. the Single View Board
7. The WISC will meet the General Data Protection Regulation (GDPR) legislation scheduled for 25th May 2018. Existing safeguards on privacy will be maintained in accordance with the Data Protection Act.

8. Tier 2 sharing agreements, i.e. specific data sharing agreement between specific organisations with full details of the information to be shared will still be required between the organisations who are information sharing.
9. By partners signing up to the WiSC, they will agree to accept the principles of the charter as the foundation for sharing information with each other and in line with legislation. Signatories/approval should be at the highest level, e.g. CEO / SIRO and a charter membership list will be created, detailing all organisations who have joined.
10. The concept of this charter was received positively at the Sustainability and Transformation Partnership (STP) Digital meeting in December 2017, along with the Wiltshire CCG. Wiltshire Council's IG board is fully supportive of the WiSC and Wiltshire Police has also provided agreement. There is a definite appetite for a county wide charter as this will provide a unified basis for information sharing.

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