

AGENDA
Strategic Information Governance Network (SIGNs) Chairs Meeting
Location VC Leeds (Vantage House Boardroom) London (Tavistock House VC
Blake Room)
Date 13 January 2015 Time 1-4pm

	Presented by	Paper	Time
1. Introduction and Chair's Welcome	Phil Walker (DH/IG Alliance)		1.00
2. Apologies			1.05
3. Minutes of the Last Meeting	Phil Walker (DH/IG Alliance)	Yes	1.05
4. Actions arising from last meeting	Phil Walker (DH/IG Alliance)	Yes	1.10
5. Terms of Reference	Phil Walker (DH/IG Alliance)	Yes	1.30
6. SIGN Chairs update	Round Table		1.35
7. Information Governance Alliance (IGA)	Stephen Elgar (IG Alliance)	Yes	2.10
8. Department of Health Policy Update including ASH progress	Phil Walker (DH/IG Alliance)		2.25
Break			
9. Information Governance Assurance Framework (IGAF) - Health and Social Care Information Centre IGAFF2 Survey for IGAFF2 PSN/Local Authorities IG Toolkit Development V13 Small Organisations SIRI tool Cyber Security IG Training Tool Records Management Code of Practice Code of Practice for Confidential Information	Marie Greenfield (HSCIC Head of External IG Delivery) and Peter Sherratt (HSCIC Programme Manager IGAF) Alistair Donaldson (DH) (for Cyber Security)		2.45
10. NHS England	Karen Thomson (NHS England Head of IG)		3.10
11. Secure Email Standard	Jenny Millman HSCIC	Yes	3.20
12. Caldicott2 Implementation –IGOP report	Dayam McIntosh (HSCIC Caldicott 2 Implementation Monitoring Group)	Yes	3.35
13. NHS Number update	Jenny Spiers (NHS England)		3.45
14. Any Other Business	Phil Walker (DH/IG Alliance)		3.55
15. Dates of the next meetings 3 March			

