Kent & Medway Shared Health and Care Analytics Board (SHCAB)
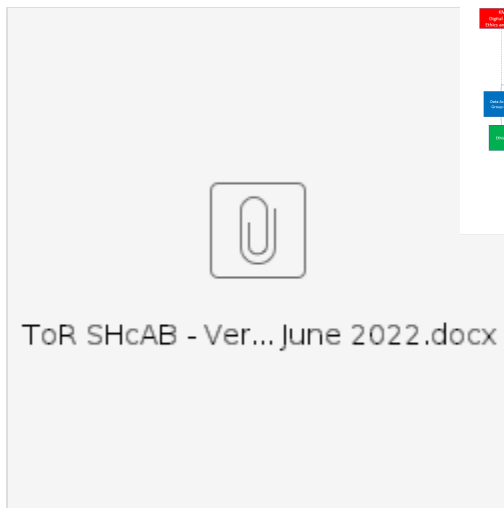
Purpose

The purposes of the SHCAB are informing the planning, implementation and evaluation of population health strategy; undertaking research; and promoting the use of data to benefit the citizens of Kent and Medway. More detail can be found in Appendix A to the Terms of Reference.
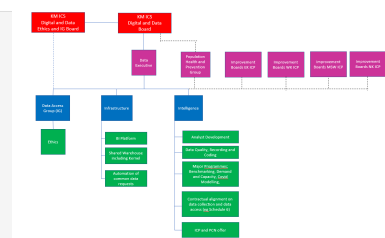
Useful Links & Documents

- [22-01-10 - Minutes](#)
- [22-04-11 - Minutes](#)
- [22-05-09 - Minutes](#)
- [22-07-11 - Minutes](#)

Terms of Reference (TOR)

ToR SHcAB - Ver... June 2022.docx

SHCAB structure

ICS Digital & Data Governance

Actions Log

Action No.	Date of Meeting	Lead	Actions	Status	Current RAG	Comments	Completion Date
2	18 Jan 2021	Marc Farr	Confirm funding agreement from each SHCAB member.	ON HOLD		Hold until Morfydd presentation to CEOs. Superseded by SCWCSU /Moorhouse report which will create business plan for Kernel, working on July 2022.	
3	12 Jul 2021	Chris Farmer	Bring initial report on CIPHA for next SHCAB	ON HOLD		On hold until more progress made with rolling out access to KMCR	
29	11 Apr 2022	Marc Farr /James Jarvis	Develop framework to enable sharing analytical code between organisations	ACTION		Under discussion: GitHub, NHS Futures, other options. Proposal to come back in future.	
31	09 May 2022	Marc Farr /Chris Farmer	Write ToR for Ethics group with Philippa Case	ACTION			
38	11 Jul 2022	Clint Taylor	Update SHCAB on options for using Skills Development Network digital-ready workforce programme to support analyst development	ACTION			
39	11 Jul 2022	James Jarvis	Update SHCAB on workshops with Nicola West to find workable reporting solution for Clinisys LIMS	ACTION			
40	11 Jul 2022	Clint Taylor	Share outputs from ICS Analytics workshop once available from SCW	ACTION			

Risks & Issues Log

Likelihood: 1 = Lowest, 3 = Highest; Impact: 1 = Lowest, 3 = Highest; Score calculated by multiplying together Likelihood and Impact.

#	Date Added	Risk/Issue	Lead	Description	Likelihood	Impact	Score	Mitigation	Likelihood	Impact	Score
1	28 Jun 2022	RISK	James Jarvis	CliniSys LIMS Reporting: Risk of increased workload to BI teams to extract data from Pathmanager reporting module	3	2	6	• K&M LIMS Project Director arranging to receive data schema before go-live • monitoring from the K&M LIMS Steering Group	2	2	4
1	10 Jan 2022	ISSUE	Clint Taylor	Clinical coding in GP practices	3	1	3	To be escalated to Kent & Medway Data & Digital Board			
2	17 May 2022	ISSUE	Rachel Adams	GP IG issues	3	3	9	The perceived current issue of needing to return to GPs for permission to use data for each analysis. Suggestion that we communicate once setting out a new process where we will communicate approach once and then advertise new projects as they come along with 10 days for GPs to refuse.			
3	17 May 2022	ISSUE	James Jarvis	Difficulty getting primary care data into Kernel	2	3	6				
4	17 May 2022	ISSUE	Morfydd Williams	Uncertainty if/how to centralise teams	2	2	4				
5	17 May 2022	ISSUE	Clint Taylor	Uncertainty how to support local analytics	3	2	6				
6	17 May 2022	ISSUE	Chris Farmer	Lack of strategy for TREs	2	2	4				
7	17 May 2022	ISSUE	James Jarvis	Lack of strategy for pseudo/de-ID re-ID/linking data	2	3	6				

Action No.	Date of Meeting	Lead	Actions	Status	Current RAG	Comments	Completion Date
5	13 Sep 2021	James Jarvis	Bring checklist of data-sharing agreements for Kernel for K&M organisations	CLOSED			11 Jan 2022
6	13 Sep 2021	James Jarvis	Confirm IG approach for Mede data to be incorporated	CLOSED			11 Jan 2022
8	08 Nov 2021	Marc Farr / Abraham George	Send out new KMCR DPIA with data appendix	COMPLETE			09 Nov 2022
9	08 Nov 2021	Marc Farr	Liaise with Rob Howard to chase up KMCR logins	COMPLETE			10 Jan 2022
10	08 Nov 2021	Marc Farr	Write to SHCAB group with Chris's information about plans for university ethics committee	CLOSED		replaced by #15	10 Jan 2022
11	08 Nov 2021	Chris Farmer / Marc Farr	Go to Partnership Board with paper on changes to university ethics committee	CLOSED		replaced by #15	10 Jan 2022
13	08 Nov 2021	Clint Taylor	Develop a joint EPR recording convention across all providers, bring to SHCAB	CLOSED		regular meetings taking place	10 Jan 2022
14	08 Nov 2021	Clint Taylor	Map which organisations collect smoking data, bring to SHCAB	CLOSED		regular meetings taking place	10 Jan 2022
7	13 Sep 2021	James Jarvis	Bring brief financial report on Kernel to SHCAB	COMPLETE			14 Feb 2022
17	10 Jan 2022	Rachel Adams	Put Mo in touch with new SCW IG cover	COMPLETE			14 Feb 2022

19	10 Jan 2022	Mo Davies / Abraham George	Meet to discuss removing HEU projects from Kernel website	COMPLETE			14 Feb 2022
21	10 Jan 2022	Mo Davies	Send updated ToR to SHCAB group	COMPLETE			14 Feb 2022
22	10 Jan 2022	Mo Davies	Add Inequalities/Unwarranted Variation to future SHCAB agendas	COMPLETE			14 Feb 2022
16	10 Jan 2022	Abraham George	Send Mo up-to-date Purposes for SHCAB, to replace current Appendix A to ToR	COMPLETE		part of Policy Operating Procedure	14 Feb 2022
18	10 Jan 2022	Rachel Adams	Send Mo up-to-date diagram of planned structure for ICB Digital/Data	COMPLETE			14 Feb 2022
1	18 Jan 2021	Morfydd Williams	Raise the issue of linking in care home data to the Kernel and what IG will need to be in place for that.				
20	10 Jan 2022	Marc Farr	Send Chris Morley screengrabs of Graphnet high-risk cohort tools, to share with GPs				
21	14 Feb 2022	Marc Farr / Mo Davies	Review SHCAB ToR to highlight PPIE as a workstream	COMPLETE			
22	14 Feb 2022	Mo Davies	Send EKHUFT Teams page on Health Inequalities reporting and set up meeting	COMPLETE			
23	14 Feb 2022	Marc Farr / Morfydd Williams	Ask Irina Pyke to bring briefing paper on Optum transfer to next SHCAB (March)	COMPLETE			
12	08 Nov 2021	Denise Blackman	Return to SHCAB and confirm a strategy for Clinical Coding, including proposal for sharing local policies	COMPLETE		Denise Blackman and Katie Campbell to present regional strategy at May SHCAB meeting	11 Apr 2022
15	10 Jan 2022	Marc Farr	Get onto agenda for Partnership Board meeting for Chris Farmer's paper on new approach to university ethics committee	COMPLETE		Options appraisal paper from Chris Farmer and Philippa Case coming to May SHCAB	09 May 2022
25	11 Apr 2022	Abraham George	Get SHCAB IG&DA minutes agreed on decision to remove requirement for DSPT	COMPLETE			09 May 2022
26	11 Apr 2022	Rob Howard	Bring update to SHCAB on plans for MCH-MCT linked dataset	COMPLETE		Verbal update given 9th May meeting	09 May 2022
27	11 Apr 2022	Clint Taylor	Coordinate working group to write plan for collaborating on advanced analytics	COMPLETE		Group has been set up	09 May 2022
32	09 May 2022	Marc Farr	Update SHCAB ToR to reflect that all system-wide analytics projects should come to SHCAB for review - Simon Bailey to review new ToR	COMPLETE			
34	09 May 2022	Marc Farr	Share PPIE costed proposal with Rachel Kennard	COMPLETE			
35	09 May 2022	Rob Howard	Contact Marc to develop plans to include MCH in joint coding	COMPLETE			
36	09 May 2022	Marc Farr	Share slides on Automation Anywhere automation accelerator & add automation as standing agenda item	COMPLETE			
33	09 May 2022	Clint Taylor	Provide dates of new PHM Development programme for SHCAB roadmap	COMPLETE			

Agenda (10/10/22)

No	Time	Item	Lead
1	11:00	Chair's Welcome and Review of Actions / Risks & Issues • Kernel business case • PPE	MF
2	11:10	IG: • Updates from Data Access & Information Governance group	AG
3	11:15	Infrastructure: • KMCR, KID, Kernel, Systems integration	JJ
4	11:20	Intelligence: • Updates on Analyst Development / Place Improvement Boards (including progress on using national competency frameworks) • Pathway 1 modelling update	CT CM CW

5	11:50	AI and Automation: • Update on AI centre	MF
6	12:10	PPIE:	MF
7	12:15	Operational Issues:	MF
8	12:20	AOB	ALL

Previous Meeting Documents
Agenda (11/07/22)

No	Time	Item	Lead
1	11:00	Review of Actions / Risks & Issues / SHCAB Planner	MF
2	11:10	IG: • Updates from Data Access & Information Governance group	AG
3	11:20	Infrastructure: • KMCR, KID, Kernel, Systems integration • SHREWD Standardisation - Nick Hill *10 minutes*	JJ
4	11:40	Intelligence: • Updates on Analyst Development / Place Improvement Boards • KID Project Results (Lung Cancer and AI) - David Howell *20 minutes*	CT
5	12:10	Operational Issues • CliniSys LIMS Reporting Risks - Nic West (LIMS Project Director) and Robin Bell (Clinisys) to join	MF
6	12:25	AI and Automation / PPIE Updates	MF
7	12:30	AOB	ALL

Actions (TBA)

Meeting papers: Kernel Approach to Phasing Development

Meeting papers: Xantura presentation

No	Time	Item	Lead
1	11:00	Review of Actions / Risks & Issues	MF
2	11:10	IG: • Updates from Data Access & Information Governance group	AG
3	11:20	Infrastructure: • KMCR, KID, Kernel, Systems integration • Medway & Swale HCP Vision and Linked Data - Nick Hill + David Trueman + Lisa Riley *20 minutes*	JJ
4	11:50	Intelligence: • Updates on Analyst Development / Place Improvement Boards • KCC data linking using Xantura - Matthew Liggins + Wajid Shafiq *20 minutes*	CT
5	12:20	PPIE: • Updates from PPIE group	MF

6	12:25	AI and Automation: • BluePrism Automation presentation - Patrick Shephard + Karen Gorman *20 minutes*	MF
6	12:45	Operational Issues • SDEC	MF
7	12:55	AOB	ALL

Minutes & Actions

Meeting papers: Ethics committee and TRE

Meeting papers: Kernel Infrastructure Update

Meeting papers: Clinical Coding Strategy

Agenda:

No	Time	Item	Lead
1	11:00	Review of Actions / SHCAB planner	MF

2	11:10	IG:
		
		   • Paper on options appraisal for ethics committee - Chris Farmer & Philippa Case *20 minutes*
		   • Updates from Data Access & Information Governance group
			AG

3	11:40	Infrastructure:
		
		   • KMCR, KID, Kernel, Systems integration
		   • Update on Shared Data Flows - Simon Bailey *10 minutes*
			JJ

4	12:00	Intelligence: • Updates on Analyst Development / Place Improvement Boards	CT
5	12:10	PPIE: • Updates from PPIE group	MF

6	12:15	Operational Issues
		
		   • Clinical Coding Strategy - Denise Blackman/Katie Campbell *20 minutes*
		   • Robotic Process Automation - Sarah Hayden *20 minutes*
			MF

7	12:55	AOB	ALL

Minutes & Actions

Meeting papers: East Kent RCT

Agenda:

No	Time	Item	Lead
1	11:00	Review of Actions	MF
2	11:10	Review of SHCAB planner	MF
3	11:20	IG: • Updates from Data Access & Information Governance group	AG

4	11:30	Infrastructure:
		
		   • KMCR, KID, Kernel
		   • Systems integration (updates from IT Directors meeting)
			JJ

6	11:40	Intelligence:
		
		   • Updates from ICP Improvement Boards
		   • Donna Carr/Clint Taylor: Analyst Development through PHM programme *20 minutes*
		   • Joachim Kerr: AI-Guided Clinical Coaching RCT Results *30 minutes*
			CT

7	12:40	PPIE: • Updates from PPIE group	MF
9	12:50	Operational Issues	MF
10	12:55	AOB	ALL

Actions unchanged

Agenda:

No	Time	Item	Lead
1	11:00	Minutes & Actions	MF
2	11:10	Review of SHCAB planner	MF
3	11:20	Update from Data Access & Information Governance group	AG
4	11:30	Infrastructure: • KMCR • Kernel • Power BI • Systems integration (updates from IT Directors meeting)	JJ
5	11:45	Update from Irina Pyke on Optum datasets	
6	12:00	Intelligence: • Updates from ICP Improvement Boards • Presentation from Catherine Dampney on Medway & Swale PHM	ALL
7	12:15	PPIE: • Updates from PPIE group	ALL
8	12:20	Health Inequalities & Unwarranted Variation reporting discussion	MF
9	12:50	Operational Issues:	MF
10	12:55	AOB	ALL

SHCAB roadmap v3 - post February SHCAB meeting
Minutes & Actions
Minutes & Actions

Meeting papers: Kernel update

Meeting papers: DDaT graduate scheme
Minutes & Actions and Meeting Papers for earlier meetings (January 2020 up to September 2021) are archived on the KERNEL website here.