

Advisory Group for Data (AGD) – Meeting Minutes

Thursday, 19th March 2026

08:30 – 15:00

(In-person at Wellington Place, Leeds, Wellington House & via videoconference)

AGD INDEPENDENT / NHS ENGLAND MEMBERS IN ATTENDANCE:	
Name:	Role:
Paul Affleck (PA)	AGD independent member (Specialist Ethics Adviser)
Mr Christopher Barben (CB)	AGD independent member (Specialist Clinician Adviser)
Michael Chapman (MC)	NHS England member (Data and Analytics Representative) (In attendance for items 1 to part of item 5.1)
Dave Cronin (DC)	NHS England member (Data and Analytics Representative (Delegate for Michael Chapman))
Claire Delaney-Pope (CDP)	AGD independent member (Specialist Information Governance Adviser)
Dr. Jon Fistein (JF)	AGD independent member (Chair)
Dr. Robert French (RF)	AGD independent member (Specialist Academic / Statistician Adviser)
Prof. Jo Knight (JK)	AGD independent member (Specialist Academic / Researcher Adviser)
Dr. Mark McCartney (MM)	AGD independent member (Specialist GP / Clinician Adviser)
Dr. Jonathan Osborn (JO)	NHS England member (Caldicott Guardian Team Representative)
Ellie Ward (EW)	NHS England member (Data Protection Office Representative (Delegate for Jon Moore))
Jenny Westaway (JW)	AGD independent member (Lay Adviser)
Miranda Winram (MW)	AGD independent member (Lay Adviser)
NHS ENGLAND STAFF IN ATTENDANCE:	
Name:	Role / Area:
Garry Coleman (GC)	NHS England SIRO Representative
Harry Millard (HM)	Information Governance Officer, IG Risk and Assurance, Privacy, Transparency, and Trust (PTT), Technology, Digital and Data (Presenter: item 6.1)

Karen Myers (KM)	AGD Secretariat Officer, Privacy, Transparency and Trust (PTT), Technology, Digital and Data
AGD INDEPENDENT MEMBERS / NHS ENGLAND MEMBERS <u>NOT</u> IN ATTENDANCE:	
Name:	Role / Area:
Kirsty Irvine (KI)	AGD independent member (Lay Adviser)
Jon Moore (JM)	NHS England member (Data Protection Office Representative)

1	Welcome and Introductions: The AGD Chair welcomed attendees to the meeting.
2	Review of previous AGD minutes: The minutes of the AGD meeting on the 12 th March 2026 were reviewed and, after minor amendments, were agreed as an accurate record of the meeting.
3	Declaration of interests: There were no declarations of interest.
4. OVERSIGHT AND ASSURANCE	
4.1	Oversight & Assurance – update on workstream 1 (Presenter: Harry Millard) AGD were provided with an update on workstream 1 (Precedent approved internal and external applications (not had an independent review in the last 6 months / or not had an independent review at all)) of the AGD oversight and assurance remit of work. The Group were provided with some headline statistics on Workstream 1, including a breakdown of the oversight and assurance undertaken from January 2026. The Group noted the content of the update and thanked Harry for attending the meeting.
5. AGD OPERATIONS	
5.1	AGD Deputy Chair(s) AGD discussed the role of the AGD Deputy Chair(s) in line with para 4.15 of the AGD Terms of Reference, that states “ <i>Two Deputy Chairs (also independent members) will be agreed on an annual basis...</i> ”. AGD noted that whilst a draft process document had been shared, the Group asked that further clarity was provided on: <ol style="list-style-type: none"> 1. The process for self-nomination; and 2. Further clarity on what was expected / required as part of the AGD Deputy role, for example, any additional expectations / responsibilities outside of the AGD meetings.

	The Group noted that further information would be shared on this in due course.	AGD Sec
5.2	<p>AGD members feedback / reflections and AGD Ways of Working</p> <p>The AGD Chair noted that clause 9.1 of the AGD Terms of Reference (ToR) states: <i>“The Chair, the Secretariat, the SIRO Representative and at least one of the NHSE members of the Group will meet at least once every three months to review the operation of the Group”</i>.</p> <p>AGD noted that there had been a number of discussions in AGD meetings since December 2025, in respect of how the Group currently operates, and potential new ways of working ; including at the AGD meeting on the 22nd January 2026, where the Group had been asked to consider a number of points including, 1) specific risks that AGD look for; 2) what helps AGD members form their advice; 3) an example of where AGD advice could have been sought earlier; and 4) anything that AGD should be aware of or protect. The AGD chair provided a summary of the responses received on these points.</p> <p>As part of this discussion, the Group also discussed / highlighted the following:</p> <p>AGD Team Charter:</p> <p>The Group discussed the proposal by the AGD Chair to have an AGD Team Charter. The Charter was intended to ensure the Group agreed how to most effectively work together and understood the shared expectations.</p> <p>AGD review of pre-meeting papers:</p> <p>AGD noted that in preparation for AGD meetings, the Group were often provided with a quantum of supporting documents to review; and noted concern that 1) there is not the time to undertake a thorough review of all the supporting documents; and 2) there may be an assumption that AGD had thoroughly read all of the pre-meeting material and were providing advice based on this.</p> <p>The NHS England SIRO Representative advised the Group that AGD members / delegates were not expected to read every supporting document provided, and that the documentation was provided for information / reference.</p> <p>The Group agreed that, for transparency on this point, the AGD minutes would be updated to add some standard wording, clearly stating that whilst a number of supporting documents may have been provided as part of the review, this was not an indication that all of the information in the supporting documents had been thoroughly read in detail.</p> <p>Stakeholder Engagement</p> <p>AGD recognised that a number of NHS England’s Data Access Request Service (DARS) staff regularly attended AGD meetings, and suggested that there was further consideration as to how the relationship between DARS and AGD could be further developed, to support the AGD in-meeting discussion and experience.</p> <p>AGD Minutes:</p> <p>AGD discussed the AGD minutes, and noted the various audiences that read the published minutes, including, but not limited to, NHS England colleagues, applicants, researchers and patients / the public. The Group suggested that the content of the AGD minutes continues to be reviewed / developed to ensure the correct level of information was included.</p>	AGD Sec

	<p>AGD member feedback:</p> <p>AGD independent members advised that they would welcome feedback on an ad-hoc basis of their contribution in AGD meetings, which will support their individual roles in the Group, and support their learning and development. The Group suggested that AGD independent members have a ‘buddy’ system, whereby feedback can be provided to individuals by a fellow AGD member following AGD meetings.</p> <p>AGD Service Improvements</p> <p>AGD noted that any AGD new ways of working could feed into the AGD service improvement work, for example, by seeking feedback from stakeholders on any new processes / pilots.</p> <p>The AGD Chair advised that the feedback provided in-meeting on AGD new ways of working would be collated and that a further discussion regarding next steps would be outlined as soon as possible.</p>	
5.3	<p>AGD Terms of Reference (ToR):</p> <p>AGD noted that, as discussed at the AGD meeting on the 5th March 2026, there was a requirement to review and update the AGD ToR. The AGD Chair advised the process for approving the updated ToR would be confirmed, and that he was working on a first draft of an updated version.</p>	AGD Chair
5.4	<p>AGD Annual Report 2025/26</p> <p>In line with paragraph 8.1 of the AGD Terms of Reference that states that “<i>The Group will produce an annual report on its work... for the SIRO following the end of the financial year...</i>”; the Group discussed the process / timeline for drafting the AGD Annual Report for 2025/26.</p> <p>The Group noted that the AGD Chair had briefly discussed the AGD Annual Report 2025/26 with NHS England’s Director of Privacy and Information Governance; and that work was ongoing to determine the specific content of this prior to the report being drafted.</p> <p>The Group noted that a further update would be provided on this as soon as possible.</p>	AGD Chair
5.5	<p>AGD Stakeholder Engagement</p> <p>Federated Data Platform</p> <p>The Group’s representative on the Federated Data Platform Data Governance Group committed to providing an update out of meeting.</p>	
5.6	<p>AGD Project Work</p> <p><i>There were no items discussed</i></p>	
<p>6 Any Other Business</p>		
6.1	<p>UK Biobank</p> <p>An AGD independent member highlighted a recent article in The Guardian, and a UK Biobank response, which reported that researchers had uploaded UK Biobank data to online repositories by</p>	

mistake. The member queried whether NHS England had previously been aware of this and whether there had been a breach of any NHS England Data Sharing Agreements with UK Biobank (for example, because some of these uploads contained data from NHS England such as hospital diagnoses).
The NHS England SIRO Representative advised that NHS England were aware of the article and that an update would be provided in due course.

Meeting Closure

As there was no further business raised, the Chair thanked attendees for their time and closed the meeting.