

Note of the 10th Honest Broker Governance Board Meeting
Friday 5th August 2016 at 10.30am to 12.30pm
Conference Room 1st Floor Business Services Organisation
Unit 4 Lissue Industrial Estate West, Rathdown Walk
Moira Road
Lisburn BT28 2RF

In attendance:

Voting members: Dr Brendan O'Brien (HSCB) (In the Chair); Paul Carlin (SEHSCT), Ms Irene Knox (IK) (SHSCT); Dr Nicola Armstrong (NA) (PHA); Mrs Karen Bailey (KB) (BSO); Dr Hilary Russell (Lay member)

Non-Voting members: Mr Alexander Fitzpatrick (SF), Ms Susan Campbell (SC); Mrs Siobhan Morgan (SM); Dr Siobhan McGrath (BSO) (Secretariat)

1. Apologies were received from voting members:

Rachel Stewart (DoH), Dr Maurice O'Kane (MOK) (WHSCT) and non-voting member Ms Charlene McQuillan (CMQ) (DoH)

Absent: It was noted that the voting members Dr Ken Lowry (KL) (NHSCT) and Ms Alison Murphy (AM) (BHSCT) were not in attendance despite having confirmed they would be in attendance and no apologies were received in advance of the meeting.

This meant that only 2 HSC Trust representatives were in attendance. Therefore this is a note of a meeting rather than a minute. It was agreed that agenda item 7 should be brought again to the next Board Meeting for a decision.

2. Approval of minutes from 13th May 2016 Board meeting.

These were agreed.

3. Review of Action log (SMG and BOB)

The Board agreed with the open and closed status of those actions on the log.

Actions:

- BOB and PC and SM to give presentation on HBS to the PCC senior management (HBWG to arrange).

- A formal briefing from DoH to Chair of HBGB is sought as to the future of HBS and the location and future provision of this service. It is essential that the HBGB is fully informed as to any future DoH plans as to the provision of this service. The HBWG to formally write to the DoH via Ms Charlene McQuillan. The Board encourages that a HBS review

is not delayed and should be started in the near future pending any DOH decision.

- PC and IK will let Research Manager's Forum know that HBGB is content that HSC Trusts continue to be informed of Projects approved by HBS and then it is up to the HSC Trust to take action if it understands that there is staff Trust resource issues associated with the projects.

4. Honest Broker Service (HBS) update on projects and enquires since last meeting (SM) (report Enc)

It was noted that there had been an increase in research enquires since the last Board meeting. SM's time was now being increasingly used in the preparation of data for approved projects. There is a requirement for an assistant statistician. KB identified to the Board that BSO had already funded SM's post from internal slippage and may not be in a position to fund any extra posts although bids would be made if funding became available HBS therefore had to look at additional sources of funding. BOB suggested that other funding opportunities such as SLAs, direct funding from Doh (ring-fenced) or other should be explored by members. He indicated that he may have some opportunity under Atlantic Philanthropy funding.

It was noted that in obtaining funding that service provided by HBS for non-research activities needs to be costed and supported. NA stated that PHA R and D Division already funds one statistician post within BSO, albeit not directly in the Honest Broker service.

Actions:

- KB to explore funding opportunities internally within BSO
- Members to consider and propose alternative avenues for funding/resource ahead of next HBGB meeting
- KB and SC to arrange for BOB, PC and SM to give presentation on HBS to the Regional Information Group (RIG)

5. Update on secondary uses legislation (No update at this meeting)

6. Impact of Caldicott 3 (BOB) (Report Enc and presentation on day)

BOB shared a presentation on the Caldicott 3 Report. This was welcomed by the Board.

7. Requirement for ethical review and proposal for Ethical Review of research database (SMG) (paper Enc)

This was discussed by the Board. Under DH policy ethical review for research studies using clinical data is optional, if the data supplied to the researcher is de-identified or pseudonymised. It was noted that that legal advice from DLS at BSO confirms that patient information is not patient information once de-identified and that ethical review is not required.

The Board therefore needs to decide if the Honest Broker Service MoU should be changed to remove the requirement for ethical review. This issue is to be brought to the next Board meeting with some additional work by the Honest Broker Working Group to re-examine the Honest Broker Review questions to see if these need to be strengthened in any way given potential absence of ethical review in future. It was also discussed if there is an option where the BSO data warehouse could be ethically reviewed as a research database. It was not thought that this would be practicable.

It was however agreed that ethical review for HBS projects should be sought in the meantime. If an ethics committee refuses to review a HBS study on the basis that it is not required under policy then that statement from that ethics committee would be sufficient to satisfy governance access to HBS de-identified data for that project. The HBAS would not refuse the researcher access if a REC did not require ethical review for individual HBS projects.

Action: review of HBS guidance and application questions versus questions on IRAS ethics submission to see if current HBS questions are suitably robust HBWG. Provide a paper for next HBGB.

8. MIDAS EU Funded project and HBS(PC) (Paper Enc)

PC gave an update on this data initiative.

9. Northern Ireland Information Commissioner's Office advice on data scenarios (SMG) (Paper Enc)

SMG shared this feedback from ICO and this was noted by the Board.

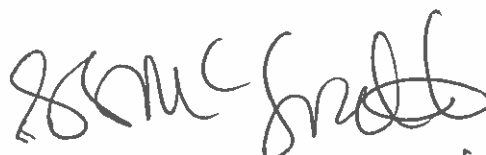
10. AOB

BOB is giving a presentation on HBS to the joint meeting of the PAC and PDG in September. He will liaise with SM and SF on content for the presentation.

11. Date of next meeting: Thurs 10th November 2016 10.30am to 12.30am
Lissue venue



BO'BRIEN 09/05/2017



09/05/17

