

Regional Health and Social Care Information Sharing Agreement

Data Flow – SU190014 – Thames Valley Together Analytics (BFFC):

Schedule K – Processing and Sharing Specification (signature required)

**Schedule L – Initial Data Protection Impact Assessment (if a DPIA was not required) or
Data Protection Impact Assessment Summary (if a DPIA was required)**

Variable information managed by the Administrator:

Schedule C – Direct Care Sharing Register (List of shared data flows)

Schedule D – Other (Secondary) Uses Sharing Register (List of shared data flows)

Schedule E – Membership Register (List of participating organisations)

Schedule F – Shared Information Asset Register

Schedule G – Approved Generic Use Cases for Shared Information

Schedule H – Approved Generic Privacy and Processing Notices

Sharing Agreement Narrative and Guidance

Visit www.regisa.uk for the narrative and the latest version of Schedules C-H

Schedule K – SU190014 – Thames Valley Together Analytics (BFFC) Regional Health and Social Care Information Sharing Agreement

Schedule K – SU190014 – Thames Valley Together Analytics (BFFC)

Sharing Requirement Identifier:	SU190013
Sharing Requirement Name:	Thames Valley Together Analytics (BFFC)
Sharing Requirement Start Date:	1 st October 2020
Sharing Requirement End Date:	31 st January 2021
Sharing Organisation:	{{!org_es_:font(name=calibri,size=10)}}
Direct Care or Other Uses:	Other (secondary) uses
Risk Sharing and Indemnity:	In scope
Sharing Data Controllership:	Joint control with Frimley Health NHS Foundation Trust as lead controller
Data Processor(s):	SoftCat - Graphnet - System C - Microsoft
Status:	Active
Version:	v2.1

Summary of the Sharing Requirement Purpose

An initial proof of concept (POC) is required to explore the viability and efficacy of connecting data at a county level between the NHS, Social Care providers and the police.

In this proof of concept, we will look to explore whether by sharing data between partners, we can make better risk assessments about future harm, and ensure our resources for early intervention are diverted to the most appropriate people and communities.

The benefits of the analytics capability to the primary care networks and wider partnership include:

1. An improved ability to identify “at risk” individuals and provide appropriate services based on evidence;
2. A better ability to identify communities (and sub-sections within communities) who may benefit from targeted early intervention work
3. Modelling and planning of the partnership demand, activity and resourcing

The proof of concept will focus on a small geographic area to ensure maximum potential for population-level coverage. The chosen area is Reading, identified as the area within the Reading Borough Council boundary area.

Partners involved in this proof of concept will include:

- NHS Partners (already signed up to the Connected Care programme)
- Thames Valley Police (TVP)
- Reading Borough Council Social Care (Adults)
- Brighter Futures for Children (BFFC - Childrens’ Social Care)

The Defined Purpose

As required by section 7.2 of the Regional Health and Social Care Information Sharing Agreement the “defined purpose” for this sharing requirement is:

1. To provide a **pseudonymised** analysis view of the data to support:
 - a. Case finding and stratification to identify “at risk” individuals
 - b. Identifying, assessing and responding to variations in rates and presentations of serious violence perpetration and victimisation across the Reading LPA area of Thames Valley
 - c. Monitoring outcomes from person-level as well as system-level interventions and making improvements where appropriate (as close to real-time as possible)
 - d. Identifying and addressing gaps with primary, secondary and tertiary interventions
 - e. Monitoring of interventions and their effectiveness
2. To provide an **anonymised** analysis view of the data to support system planning and analysis covering:
 - a. Modelling and planning of the partnership demand, activity and resourcing (human and physical resources and the seasonal impacts on these) using consistent and commonly understood data sources and having due regard to:
 - i. Single events and injuries

Schedule K – SU190014 – Thames Valley Together Analytics (BFFC) Regional Health and Social Care Information Sharing Agreement

- ii. Multiple diagnoses and conditions and vulnerabilities
3. To provide an **identifiable** data view of any individuals who have a significant safeguarding concern raised against them as a result of analysis at pseudonymised level

The Lawful Basis

Unless a patient has opted out from sharing and the sharing organisation has accepted the patient's opt-out the legal basis for sharing and viewing the shared records includes provisions of Section 251B of the Health and Social Care Act 2012 (as amended by the Health and Social Care (Safety and Quality) Act 2015):

2. The sharing organisation must ensure that the information is disclosed to:
 - (a) persons working for the sharing organisation
 - (b) any other relevant health or adult social care commissioner or provider with whom the sharing organisation communicates about the individual; and
3. So far as the sharing organisation considers that the disclosure is:
 - (a) likely to facilitate the provision to the individual of health services or adult social care in England
 - (b) in the individual's best interests.

The Brighter Futures for Children (BFFC) lawful basis for sharing is as follows:

1. Personal Data: Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller (GDPR Article 6, 1(e))
2. Sensitive Personal Data: Processing is necessary for reasons of substantial public interest (GDPR Article 9, 2(g));
3. Safeguarding of children and of individuals at risk (DPA 2018, Schedule 1, 18).

The 'public interest' for 6(1)(e) and the 'member state law' for 9(2)(g), is the Crime & Disorder Act 1998 (section 115 disclosure of information).

Summary of the Sharing Requirement Process

To bring together both personal and organisational data the analytics capability Connected Care utilises the Graphnet CareCentric solution. The analytics capability within CareCentric utilises a secure UK based instance of the Microsoft Azure platform.

Data Extraction Process

The data extraction process is as follows:

1. A workbook will be prepared of individuals believed to currently reside within the Reading Borough Council local authority area, and then the data attached to them specified in the "Shared Categories of Data" section below
2. The workbook will be transferred, using a secure process (specified below) into the GraphNet secure environment
3. Individuals will be matched across all data in the secure environment, by matching:
 - a. Full name
 - b. Date of Birth
 - c. Full address

Data Analysis Process

The data analysis process is as set out below:

1. As indicated above, the Connected Care data is loaded into the Azure-based data warehouse and configured for use through the Connected Care Analytics data views (referred to as "Data Marts" here). These Data Marts are:
 - a. Data Mart 1 – **identifiable data** for professional role (see below)
 - b. Data Mart 2 – **Pseudonymised data** for use by individuals involved supporting the partnership's service delivery and quality improvements. Data is only accessible through this Mart for users with "management"

Schedule K – SU190014 – Thames Valley Together Analytics (BFFC) Regional Health and Social Care Information Sharing Agreement

and “professional” roles as defined in User Access Profiles below, with restrictions in place to ensure only those connected with this POC are able to access the data

- c. Data Mart 3, – **Fully anonymised data** for use in activities such as modelling and planning of the partnership demand, activity and resourcing. Data is accessible through this Mart for users with “commissioning”, “management” and “professional” roles as defined in User Access Profiles below;
2. From the primary care data within Connected Care, the Data Marts provide unified, local health and social care economy wide data sets for patients and clients such as:
 - a. 111 & 999 activity
 - b. A&E activity (including majors, minors and MAU)
 - c. Inpatient episodes
 - d. Inpatient spells (including care and nursing homes and community services)
 - e. Outpatient activity (acute and community services)
 - f. Medications (including repeat prescribing)
 - g. Primary care encounters (face to face and virtual)
 - h. Primary care events
 - i. Primary care appointments
 - j. Problems and diagnoses
 - k. Outcomes
 - l. Results
 - m. Social care data
 - n. Police data;
3. Analytics users are allocated to an analytics user role as described in User Access Profiles below; and
4. Analytics users make use of the data available through the Data Mart to manage the provision of care and to confirm the GraphNet Azure-based analytics platform’s ability to support the defined purposes set out above.

Summary of the Sharing Requirement Privacy Arrangements

The privacy arrangements are considered satisfactory as:

1. Access to view data is managed in accordance with the RBAC (Role Based Access Control) arrangements for Connected Care. These are summarised in the section User Access Profiles below;
2. No data is made available for sharing where a patient has indicated to the patient’s practice that the patient does not want their data to be shared and where the practice has recorded this election within the patient’s record and where the patient has opted out using the National Data Opt-out;
3. Data items are not made available for sharing where a practice has indicated that the data items concerned are not to be shared;
4. Only the data summarised in Shared Categories of Data below is extracted from the practice clinical systems;
5. Sensitive diagnoses are excluded;
6. Connected Care includes an audit trail showing which user accessed a data subject’s records;
7. Key security aspects include:
 - a. the physical security of the system servers
 - b. the use of HSCN/N3 for all data transactions
 - c. multi-factor authentication for user access to the system
 - d. role based access profiles to control user permissions
 - e. the Local Authorities and Police are compliant with equivalent PSN security standards; and
8. Representatives from each of the participating partner organisations have completed a thorough review of data security measures and safeguards as well as a physical inspection of the Data Centre that hosts the Connected Care solution. The group is satisfied that all appropriate technical and physical measures against unauthorised or unlawful access, accidental loss or destruction of care data are in place.

The Berkshire LMC has written out to all Berkshire GP practices to provide assurances that the Graphnet solution and proposed change for creating a data repository has been subjected to a rigorous Information Governance and technical security assessment.

Schedule K – SU190014 – Thames Valley Together Analytics (BFFC) Regional Health and Social Care Information Sharing Agreement

Data access for the “professional” access profile is maintained to enable the identification of anyone identified believed to be at considerable risk of harm through the pseudonymised analysis, where not identifying them presents a risk of harm that cannot be mitigated. Access will only be for NHS organisations, and data will only be shared where a formal data request is made for the data, which is then approved by the NHS organisation hosting connected care.

The Sharing Organisations (data providers and data controllers)

For the purposes of this sharing requirement the sharing organisations may determine the purpose and use of the personal confidential data including creating, editing, archiving and deleting the data.

The sharing organisations are all organisations of all classes that have:

1. Signed the Regional Health and Social Care Information Sharing Agreement; and
2. Signed a copy of this Schedule to the Regional Health and Social Care Information Sharing Agreement.

The User Organisations

The following classes of Regional Health and Social Care Information Sharing Agreement member organisations have committed to use the personal confidential data identified in this document in a manner compliant with the Regional Health and Social Care Information Sharing Agreement and solely for the purposes defined in this document.

The classes of user organisation are those organisations that have signed the Regional Health and Social Care Information Sharing Agreement and that are:

1. NHS Trusts

The User Access Profiles

There are three user access profiles in the Connected Care role based access control (RBAC) model for analytics, which will be required by the Thames Valley Together POC. These are:

1. Professional – which provides access to Data Mart 1 and permits analysis using identifiable data – for the purposes of this sharing requirement:
 - a. Clinical professionals for re-identifying people with an urgent safeguarding concern arising from the results of pseudonymised analysis;
2. Management – which provides access to Data Mart 2 and permits analysis using pseudonymous data – for the purposes of this sharing requirement:
 - a. ICS analysts supporting primary care network development (including specialist analytics advice from Graphnet and from UK-based Johns Hopkins specialists)
3. Administrator – which is used to control access and define analyses.

The Shared Categories of Data

The categories of Connected Care data originally extracted from BFFC systems are:

Table	Description
Mosaic Active Cases Details	Details of Early Help cases including opening and closing dates, opening and closing workflow step IDs, their started and completed dates, form opening and closing dates, opening and closing assigned workers and their IDs, opening and closing responsible teams and their IDs.
Mosaic Address Details	Details of addresses including start and end date, UPRN, address ID, flat number, building, street number, postcode, SAON Text 1 and 2, SAON Number 1 and 2, PAON Text
Mosaic Child Missing Episodes Details	Details of children missing including whether missing or absent, child missing and returned dates, Merlin reference and date received, review date, return interview initiated and completed dates, hours between return and interview, return interview completed on time, whether LAC at time of going missing, return interview allocated worker and to worker, workflow step ID, status, type ID, type and started and completed dates, form child missing/returned dates and times
Mosaic Child Protection Periods Details	Details of child protection periods including start and end date, registration ID and temporary flag
Mosaic Child Protection Plans Details	Details of child protection plans including plan date, visit frequency, assigned worker and their ID, responsible team and their ID, workflow step ID, type ID, type, status, date started and completed on and form plan date
Mosaic CIN Periods Details	Details of CIN periods including start and end date and whether under assessment
Mosaic CIN Plans Details	Details of CIN plans including plan date, visit frequency, assigned worker and their ID, responsible team and their ID, workflow step ID, type ID, type, status, date started and completed on and form plan date
Mosaic Contact Details	Details of contacts including contact date, sent to manager date, worker Sending Manager Sign Off Request and its ID, manager Sign Off Date, next action(s), source and source code, reason, whether completed on time, assigned worker and their ID, responsible team name and their ID, workflow step ID, status, started and completed date, form contact date and time pre version 51, form contact datetime post version 52, passed to manager, form and task manager sign off dates
Mosaic CSE Notifications Details	Details of CSE notifications including workflow step id, type id and type, CSE notification added, notification type, triage outcome, date victim profile form completed, cate added to SEMRAC agenda, date closed to SEMRAC, date of initial contact, date of referral, referral initial, previous workflow step ID, type, start and end date, next workflow step ID, type, status, started and completed dates, assigned worker and their ID, responsible team and their ID, workflow step start and end dates, form date of CSE screen tool completed, form date of MASH screening completed
Mosaic Disability Details	Details of disabilities including code and description
Mosaic Early Help Assessments Details	Details of early help assessments including assessment start and complete date, assigned worker and their ID, responsible team name and their ID, workflow step ID, status, started and completed dates, form started and completed dates, completing organisation
Mosaic Early Help Plan Need Outcomes Details	Details of early help plan need outcomes including need and need ID, outcome, worker name, completed and updated dates, plan workflow step ID and plan form ID
Mosaic Early Help Plans Details	Details of early help plans including plan started, completed and review dates, assigned worker and their ID, responsible team name and their ID, workflow step ID, status, started and completed dates, form started and completed dates
Mosaic Early Help PMHW Assessments Details	Details of early help PMHW assessments including assessment start and complete dates, assigned worker and their ID, responsible team name and their ID, workflow step ID, status, started and completed dates, form started and completed dates, completing organisation
Mosaic Early Help Review Need Outcomes	Details of early help plan review need outcomes including need and need ID, outcome, worker name, completed and updated dates, plan workflow step ID and plan form ID
Mosaic Form Relationship Details	Details of relationships recorded on forms including person source ref related to and from, person ID related to and from, form name and ID, relationship type and date.

Schedule K – SU190014 – Thames Valley Together Analytics (BFFC)
Regional Health and Social Care Information Sharing Agreement

Table	Description
Mosaic LAC Periods Details	Details of LAC periods including start and end date, period opening and closing dates, legal status, its ID and code, placement ID, its type and code, placement category of need and its code, placement reason episode ceased and its code, placement reason placement change and its code, is period opening/closing fields.
Mosaic Open Cases Details	Details of social care cases including opening and closing dates, opening and closing workflow step IDs, their started and completed dates, form opening and closing dates, opening and closing assigned workers and their IDs, opening and closing responsible teams and their IDs, Case closure reason and its code, opening/closing workflow step types and their IDs
Mosaic Person Details	Person details including forenames, surname, date of birth, UPN, NI number, NHS number, EHH ID, gender, ethnicity, ethnicity code, age and age estimated flag
Mosaic Relationship Details	Details of relationships including person source ref related to and from, person ID related to and from, relationship code and description, start and end date
Mosaic Single Assessments Details	Details of Single assessment including assessment trigger date, complete date, sent to manager date, authorisation date, assigned worker and their ID, responsible team name and their ID, workflow step ID, its status, started and completed date, form started and completed dates, triggering workflow step ID, started and completed date, triggering form date.
Mosaic Snowflake Early Help Enquiry Next Actions	Details of early help enquiry next actions including next step type and its ID, next action type and its ID, reason type and its ID, contact workflow step ID, next workflow step ID
Mosaic Snowflake MASH Enquiry Next Actions Details	Details of Mash enquiry next actions including next step type and its ID, next action type and its ID, reason type and its ID, contact workflow step ID, next workflow step ID
Mosaic Snowflake Team and Worker Allocations Details	Details of team and worker allocations including start and end dates, allocated worker name and ID, allocated team name and ID, worker role and code, worker type and code
Mosaic Snowflake Team Details	Details of teams including organisation ID and name, service, email and web address, department, referable flag, description, created date, created by, created by acting for, last updated on date, last updated by, last updated acting for, notes, marked as duplicate flag, number of parent organisations, number of child organisations, number of person organisation relationships, number of current person organisation relationships, number of workers, number of current workers, number of current workers with primary role, monthly reporting group description, early help service area, big team name.
Mosaic Source Refs	Conversion of Mosaic ID into TF database source ref ID
Adult Drug and Alcohol Address Details	Details of addresses relating to Adult Drug and Alcohol interventions including start and end date, UPRN, address ID, flat number, building, street number, postcode, ward code, No Fixed Abode details, LSOA, SAON Text 1 and 2, SAON Number 1 and 2, PAON Text
Adult Drug and Alcohol Person Details	Person details of Adult Drug and Alcohol interventions including forenames, surname, date of birth, UPN, gender, ethnicity, and ethnicity code
Adult Drug and Alcohol Source Refs	Conversion of Adult Drug and Alcohol ID into TF database source ref ID
Adult Drug and Alcohol Treatment Details	Details of Adult Drug and Alcohol treatments including TOP ID, TOP Date, Treatment Stage, Problem Substance 1, Problem Substance 2, Problem Substance 3, Opiate Use, Alcohol Use, Crack Use, Cocaine Use, Amphetamine Use, Cannabis Use, Other Drug Use, NDTMS / WNDMSM Episode ID, Discharge Date, Discharge Reason
CAT Case Management Person Details	Person details relating to CAT Case Management including forenames, surname, date of birth, UPN, gender, ethnicity, ethnicity code, start date, close date, status, category, allocated worker, open to CSC, Has this case been referred from A&A with recent assessment?, CAF due for audit date, CAF audit dates for reporting, CAF audit, date of last TAC/Review, Carer 1, Carer 2, File Number, Liquidlogic ID, Mosaic ID, Adult Worklessness, NEET Score, Domestic Violence, Mental Health, Substance Abuse, Housing Situation, Neglect
CAT Case Management Source Refs	Conversion of CAT Case Management ID into TF database source ref ID

Schedule K – SU190014 – Thames Valley Together Analytics (BFFC)
Regional Health and Social Care Information Sharing Agreement

Table	Description
Child Sexual Exploitation Perpetrator Address	Details of addresses relating to Child Sexual Exploitation Perpetrators including start and end date, UPRN, address ID, flat number, building, street number, postcode, ward code, No Fixed Abode details, LSOA, SAON Text 1 and 2, SAON Number 1 and 2, PAON Text
Child Sexual Exploitation Perpetrator Person Details	Person details relating to Child Sexual Exploitation Perpetrators including forenames, surname, date of birth, UPN, gender, ethnicity, ethnicity code, Associated with Young People details, Associated with perpetrators / locations details, status, Mosaic ID
Child Sexual Exploitation Perpetrator Source Refs	Conversion of Child Sexual Exploitation Perpetrator ID into TF database source ref ID
Child Sexual Exploitation Young Person Details	Person details relating to Child Sexual Exploitation Young Persons including forenames, surname, date of birth, UPN, gender, ethnicity, ethnicity code, Associated with Young People details, Associated with perpetrators / locations details, status, Mosaic ID, referral date, initial SEMRAC date, CSE agenda reason, CSE screening tool used, lase CSE screening tool date, Category of concern (CSE), initial risk factor, risk scores in each month and year, current risk factor, risk factor trend, SEMRAC closed date, SEMRAC status, LSOA
Child Sexual Exploitation Young Person Source Refs	Conversion of Child Sexual Exploitation Young Person ID into TF database source ref ID
DWP ADMS Person Details	Person details relating to DWP ADMS including title, forenames, surname, date of birth, UPN, gender, ethnicity, ethnicity code, referral date, LA Name, LA Month, Add match type, Adult Number, Start Date JSA, Start Date ESA, Start Date IS, Start Date IB, Start Date SDA, Start Date CA, Start Date, End Date, address ID, flat number, building, street number, postcode, ward code, No Fixed Abode details, LSOA, SAON Text 1 and 2, SAON Number 1 and 2, PAON Text
DWP ADMS Source Refs	Conversion of DWP ADMS ID into TF database source ref ID
DWP LMS Person Details	Person details relating to DWP LMS including forenames, surname, date of birth, UPN, gender, ethnicity, ethnicity code, authority, phase, stage, stage date, current benefit, benefit last month, sex, WP referral date, WP start date, WP Status, ESF date, address ID, flat number, building, street number, postcode, ward code, No Fixed Abode details, LSOA, SAON Text 1 and 2, SAON Number 1 and 2, PAON Text
DWP LMS Source Refs	Conversion of DWP LMS ID into TF database source ref ID
Edge of Care Cases Person Details	Person details relating to Edge of Care Cases including forenames, surname, date of birth, age, UPN, month year, date of referral, Parent (1) DoB, Parent (2) DoB, referring team, Lead professional/ referrer name, EOC Status, Open Date, Date closed, No. Months Case been open, total case duration, allocated to, CP category, legal status start, legal status closure, reason for closure, gender, ethnicity, ethnicity code
Edge of Care Cases Source Refs	Conversion of Edge of Care Cases ID into TF database source ref ID
Education School Census Details	Details of Education relating to school attendance including forenames, surname, date of birth, Native ID, possible sessions, authorised absences, unauthorised absences, all absences, term, year, ULN
Education School Census Percentage Details	Details of education relating to percentage school attendance including term, year, start date, percentage of sessions attended, percentage of sessions attended without authorised
Education School Source Refs	Conversion of Education School ID into TF database source ref ID
EHM Address Details	Details of addresses relating to EHM including start and end date, UPRN, address ID, flat number, building, street number, postcode, person ID, ward code, No Fixed Abode details, LSOA, SAON Text 1 and 2, SAON Number 1 and 2, PAON Text
EHM Person Details	Person details of EHM including forenames, surname, date of birth, UPN, gender, NHS Number, ethnicity, and ethnicity code
EHM Relationship Details	Details of relationship details from EHM including Person source ID 1, Person source ID 2, Person ID 1, Person ID 2, Relationship, Start Date, End Date, DOB related from, DOB related to, parental responsibility, main carer, related in Core group, IntegID, Sync Date, Audit ID, Audit date, RelalD, Alternate ID, non printable, next of kin, emerge contact, young carer
EHM Source Refs	Conversion of EHM ID into TF database source ref ID

Schedule K – SU190014 – Thames Valley Together Analytics (BFFC)
Regional Health and Social Care Information Sharing Agreement

Table	Description
EMS Address Details	Details of addresses relating to EMS including start and end date, UPRN, address ID, flat number, building, street number, postcode, person ID, ward code, one line address, LSOA, SAON Text 1 and 2, SAON Number 1 and 2, PAON Text
EMS Attendance Details	Details of EMS relating to school attendance including forenames, surname, date of birth, Base ID, possible sessions, authorised absences, unauthorised absences, unexplained, all absences, term, year, ULN
EMS Attendance Percentage Details	Details of EMS relating to percentage school attendance including term, year, start date, percentage of sessions attended, percentage of sessions attended without authorised
EMS Children Missing Education Details	Details of EMS children missing education including source service, open date, close date, case worker, involvement form ID, School Name, Code Description 1, Code description 2, Code description 3
EMS EHCP SEN Details	Details of EMS EHCP-SEN including open date, inactive date, close date, inactive reason, code description, status ID, SEN Assessment ID,
EMS EHCP SEN Review Details	Details of EMS EHCP-SEN Review details including open date, close date, involvement ID, review date, review type, meeting date, meeting time, report date, student attended, officer attendance, LA response due, LA response complete, review outcome, school outcome, officer attendance next review, status ID, SEN assessment ID, SEN review ID
EMS Exclusion Details	Details of school exclusions including base ID, term, year, category, exclusion ID, date of exclusion, end date, reason, exclusion duration
EMS NCY Offset Details	Details of NCY offset including National curriculum year, Offset NCY
EMS Person Details	Person details of EMS including forenames, surname, date of birth, UPN, NI number, ULN, gender, NHS Number, ENCP/SEN flag, ethnicity, and ethnicity code
EMS Portage Involvement Details	Details of portage involvement including open date, age, close date, status ID, case worker, referral source, end reason, primary need, need level, medical need, visit schedule, description, goals and whether goals achieved (1-12), Initial Soc Level, Current Soc Level, Initial self help level, current self help level, initial cognitive level, current cognitive level, initial motor level, current motor level, initial speech level, current speech level
EMS School History Details	Details of school history including school name, base ID, Start date, end date, DES number, LEA number, Nursery URN, row
EMS Source Refs	Conversion of EMS ID into TF database source ref ID
Family	Details of family links including start date, end date, created date, updated date, LSOA, address ID, flat number, building, street number, postcode, person ID, ward code
Housing Services Address Details	Details of addresses relating to housing services including start and end date, UPRN, address ID, flat number, building, street number, postcode, person ID, ward code, one line address, AH termination reason description, LSOA, SAON Text 1 and 2, SAON Number 1 and 2, PAON Text
Housing Services Homeless Applications Details	Details of homeless applications including homeless case reference, HHH prime applicant, homeless date, HCS latest decision, HCS latest decision date, discharge of duty date, discharge of duty reason
Housing Services Person Details	Person details of housing services including forenames, surname, date of birth, UPN, gender, ethnicity, and ethnicity code
Housing Services Properties Details	Details of properties including address ID, flat number, building, street number, postcode, person ID, ward code, one line address, dwelling ID, dwelling type code, dwelling sub type code, PCH class of property description, LSOA
Housing Services Source Refs	Conversion of Housing Services ID into TF database source ref ID
Merged Persons	Details of merged records including ID, merged into person ID, merge date, unmerge date
NHS Numbers Person Details	Person details of NHS numbers including forenames, surname, date of birth, UPN, NHS number, gender, ethnicity, and ethnicity code
NHS Numbers Source Refs	Conversion of NHS Numbers ID into TF database source ref ID
Participation Address Details	Details of addresses relating to participation including start and end date, UPRN, address ID, flat number, building, street number, postcode, person ID, ward code, one line address, LSOA, SAON Text 1 and 2, SAON Number 1 and 2, PAON Text

Schedule K – SU190014 – Thames Valley Together Analytics (BFFC) Regional Health and Social Care Information Sharing Agreement

Table	Description
Participation Person Details	Person details of participation including forenames, surname, date of birth, UPN, ULN, gender, ethnicity, and ethnicity code
Participation Source Refs	Conversion of Participation ID into TF database source ref ID
Participation Status Details	Details of participation status including start date, end date, destinations, entity name, destination type, predicted end date, destination ref, follow up status, row
Person	Linking table containing details of the TF Unique person ID, and the respective record source ID and person source data ID, and forenames, surname, date of birth, UPN, NHS number, gender, ethnicity, and ethnicity code
Person Family Link	Linking table containing details of the TF Unique person ID, and the family IDs that have been created for it, created date and updated date
Person Source Data Exclusion	Details of exclusions in the links between people including person ID, person source ID, Record Source ID, Created date, Removed date
Person Source Data Link	Linking table containing details of the TF Unique person ID, and the respective record source ID and person source data ID, created date, updated date, removed date
Troubled Families Phase 1 Person Details	Details of troubled families phase 1 including family ID, forenames, surname, date of birth, UPN, gender, ethnicity, and ethnicity code, worked with, claimed payment by results, Mosaic ID, EHH ID
Troubled Families Phase 1 Source Refs	Conversion of Troubled Families Phase 1 ID into TF database source ref ID
YOS Address Details	Details of addresses relating to YOS including start and end date, UPRN, address ID, flat number, building, street number, postcode, person ID, ward code, one line address, LSOA, SAON Text 1 and 2, SAON Number 1 and 2, PAON Text
YOS First Time Entrants	Details of first time entrants into YOS including date of first substantive outcome
YOS Outcomes	Details of YOS outcomes including proceeding ID, proceeding date, action, main outcome, offence
YOS Person Details	Person details of participation including forenames, surname, date of birth, UPN, gender, ethnicity, and ethnicity code
YOS Pre-court Outcomes	Details of pre-court YOS outcomes including pre-court decision ID, decision date, main outcome and main offence
YOS Source Refs	Conversion of YOS ID into TF database source ref ID, including childview ID and service ref

Management of the Data

The police data shared under this agreement must only be used for the purpose specified under Summary of the Sharing Requirement Purpose, unless prior authorisation is obtained from BFFC.

All information that is disclosed under this agreement remains the property of BFFC as the original data owner.

Any loss of BFFC data by Connected Care must be notified to the BFFC Information Management SPOC at the earliest opportunity.

The BFFC data will be provided to Connected Care via electronic transfer, ensuring end to end security is maintained.

Access to the BFFC data by the receiving party will be limited to the three access profiles described above. ConnectedCare must inform the BFFC point of contact of the names of those holding access profiles enabling them to access the BFFC data.

Connected Care shall ensure that the approved handlers (as nominated above) are aware of their responsibilities in connection with the use of BFFC data and are appropriately vetted.

The data will be destroyed in a secure manner or returned when no longer needed for the POC. This will be no later than the 30th September 2020, unless mutually agreed and this schedule K amended.

Summary of the Initial Data Protection Impact Assessment

The project has been carefully designed to place the interests of individual and community safety as the primary concern.

The design and data protection and security risks and the associated security measures and safeguards have previously been subjected to a detailed and rigorous impact assessment by representatives from each of the participating partner organisations acting together as the IG Steering Group that oversees Connected Care.

Thames Valley Police have assessed the current Connected Care DPIA, and the contents of this schedule K, and have made the following assessment:

Due to this being a proof of concept, with well documented risk mitigation processes, it is our decision that a formal DPIA is not required beyond the initial risk assessment completed. At this stage, the relevant Information Asset Owner will provide high-level sign-off and acceptance of the risks involved.

The risk assessment/questions explored to reach this decision have been documented below.

Any further work beyond this POC will require a full DPIA to be completed.

Agreement Implementation Status

On behalf of the Sharing Organisation I confirm that the information sharing arrangements described in this schedule are agreed and the information described in this schedule is to be made available to the User Organisations and individuals identified in this schedule starting on the Sharing Requirement Start Date and ending on the Sharing Requirement End Date.

SU190014 – Thames Valley Together Analytics (BFFC)

Agreed by **{{!guardian_es_:font(name=calibri,size=10)}}**

as Caldicott Guardian / Designated Officer / Data Protection Officer, for and

on behalf of **{{!org_es_:font(name=calibri,size=10)}}**

{{!addr_es_:font(name=calibri,size=10)}}.

End of Schedule K

Schedule L – SU190014 – Thames Valley Together Analytics

This schedule to the Regional Health and Social Care Information Sharing Agreement provides key questions covering risk categories which have helped Thames Valley Police make an assessment of necessity to complete a full DPIA:

Use of Personal Data

1. Will the project involve the collection of new information about individuals? If yes, will individuals be told about the use of their personal data?
No collection of new data
2. Will the information be used for a purpose it is not currently used for, or in a way it is not currently used? If yes, please explain.
Data will be used to explore the possibility of successfully combining criminal offence data with partner organisations' data in order to make predictions of harm coming to or being perpetrated by individuals.
3. Will personal data be processed in ways which individuals might not reasonably expect? If yes, please state why.
The data selected is proportionate to the aim and intention of the POC, namely to see whether combining data at the current platform will yield outcomes that can successfully be used in order to incorporate risk-prevention measures. The period of time identified (two years) is necessary in order to conduct a successful trial.
4. Will any of the following types of data be processed? If yes, please list which.
Health; criminal offences / offending.
5. Will the proposal involve the systematic (methodical) surveillance of large public spaces, e.g. CCTV? If yes, please explain.
No

Use of New Technology, Retention, and Security

1. Are new technologies being used?
New to BFFC – but widely used externally
2. Will the new technology be perceived to be particularly privacy intrusive? If so, how?
No – this process merely automates a process that takes place daily across a variety of safeguarding meetings with multiple professionals involved
3. If you are using new software, is there a capability for automated and manual deletion of data and for the force to set the required retention periods? Do you know what retention periods are appropriate? – If so, please state them.
Data will be manually deleted at the end of the POC
4. Does this system replace an existing system? If so, which one? What will happen to the data on the system that is being replaced (e.g. back record conversion, retained, or deleted)?
No
5. Does the new system/software allow for a proper audit of the data being processed, for example auditable logs of how and when records have been accessed/alterd, and users' activity?
Fully auditable
6. If you are using new software, is there a capability to amend or append data when necessary – for example if it is later found to be inaccurate?
Yes

Third-party Access

1. Will information about individuals be disclosed to organisations or people who have not previously had access to the information?
Yes – NHS analysts involved in the POC
2. Do any external partners or suppliers have direct or indirect access to the proposed system?
Indirect – as system administrators

Automated decision-making and profiling

1. Will the project involve automated decision-making about an individual (where no human is involved) or any profiling of individuals?
Not at the current stage.
2. Explain what the automated decision or the profiling is intended to determine (e.g. profiling to predict risk of harm, automated recruitment shortlisting).
No.

Overseas Transfer

1. Will any data be transferred outside of the European Economic Area (EEA) ?
No
2. Is any part of the external service or a subcontractor located outside of the EEA (e.g. location of the suppliers servers or IT support)?
No
3. If there is an IT system being utilised or developed, where is it being hosted? i.e., on TVP/HC premises, or by another supplier (e.g., a cloud based storage system).
Azure Cloud System – GraphNet instance. Run and controlled by NHS trust.

End of Schedule L