

Independent Group Advising on the Release of Data (IGARD): IGARD Chair Statement of Requirements

IGARD will replace the Data Access Advisory Group and incorporate the data dissemination role of the General Practice Extraction Service (GPES) Independent Advisory Group (IAG). As per IGARD's Terms of Reference (ToR), IGARD's primary purpose will be to have oversight of all requests for dissemination of confidential information as defined in Section 263 of the Health and Social Care Act 2012¹, including:

- Personal and confidential data or personal and sensitive data as defined in the Data Protection Act 1998² and the Statistics and Registration Services Act 2007³.
- Data which is anonymised.
- Data which is aggregated but which does not have small numbers suppressed.

IGARD's secondary purpose is to make general recommendations or observations to HSCIC, via the SIRO, Caldicott Guardian or other approved route, about HSCIC's processes, policies and procedures, including transparency measures such as registers, and produce IGARD's annual report.

The members and Chair of IGARD are all independent: that is they will not otherwise hold substantive employment contracts with HSCIC.

What is the role of the IGARD Chair?

The IGARD Chair will:

- Provide leadership to IGARD, making a leading contribution to its effectiveness across all aspects of its activity.
- Proactively lead and manage the development of IGARD in line with the IGARD Terms of Reference, and ensure that due process has been followed and applied.
- Support members of IGARD in contributing fully and effectively to meetings.
- Liaise closely with the IGARD Secretariat to ensure the effective management of IGARD business
- Work and behave in a non-discriminatory way in all areas of IGARD's activity.
- Work within the context of public sector transparency, respecting the Nolan Principles.
- Act in accordance with the IGARD Terms of Reference and Standard Operating Procedures.

What qualities will the IGARD Chair need?

The IGARD Chair will need to have:

- The ability to operate at a senior level, and to command the respect and confidence of fellow IGARD members and stakeholders.
- A strong commitment to improving the quality and safety of health and social care for the greater public good, and to the public service values of accountability, probity, openness and equality of opportunity.

¹ <http://www.legislation.gov.uk/ukpga/2012/7/section/263/enacted>

² <https://ico.org.uk/for-organisations/guide-to-data-protection/key-definitions/>

³ <http://www.legislation.gov.uk/ukpga/2007/18/contents>

- Excellent interpersonal and communication skills, including the ability to influence others and present views effectively in a clear and straightforward manner and with tact and diplomacy when handling potentially sensitive issues.
- The ability to effectively chair formal meetings in line with its Terms of Reference
- Clarity of thought and ability to analyse complex information and to make impartial judgments and put forward appropriate solutions.
- Accountability for his or her own actions, and the ability to hold others to account.
- The ability to engage in informed debate about complex and sensitive issues, and facilitate members to form a consensus.
- The ability to influence others and communicate effectively at all levels and appreciate the wider context of health and care
- Ability to act independently
- An understanding of the health and care sector
- Work constructively with the HSCIC Caldicott Guardian and SIRO to resolve issues and maintain public confidence

In addition, the IGARD chair should already have or be willing to develop:

- An understanding of clinical or health service research.
- An understanding of the application of the common law duty of confidentiality, patient consent and use of Section 251 of the National Health Service Act 2006.
- Knowledge of information governance and research processes.