

1. Welcome and introductions (REDACTED)

REDACTED welcomed attendees. All attendees introduced themselves to the new Programme Head, REDACTED.

2. Review of minutes, actions and decisions (REDACTED)

April minutes were approved, with one note to remove 'Deputy Caldicott Guardian' from REDACTED's role name.

Updates were given on the following actions:

- A29 – Action owner changed to REDACTED.
- A36 – Decision deferred until after Pre-election period restrictions are lifted.
- A40 – MIQUEST will be withdrawn at the end of the GPSoC contract December 2018. Not currently being communicated due to Pre-election period restrictions. Action to close but follow up action to raise a risk.
- A52 – Further conversations to take place between REDACTED and REDACTED.
- A56 – Work is ongoing with relevant stakeholders including NDS. A full update will be provided at the July Board.
- A60 – Not formally written but agreed. Business continuity should be ensured for all GPES users. Cross domain board agreed with strategic solution. Decision to put forward to Domain C Board in July for approval.
- A62 – Action owner changed to REDACTED.
- A66 – Governance structure undergoing transformation. Update at next Board.
- A70 – Update in agenda item 6. Action to close.
- A71 – Work ongoing. Risk report to be circulated at next Board.
- A72 – Update in agenda item 6. Action to close.
- A74 – Discussions have been stalled by Pre-election period restrictions. REDACTED discuss with REDACTED whether there is a tangible point in ongoing negotiations that would allow detailed dialogue with the GP Profession in terms of details and the standard GP Dataset.
- A76 – Update in agenda item 8. Action to close.
- A77 - REDACTED to circulate cross domain slides.
- A78 – Update in agenda item 7. Paper to be presented at July board.

3. NDSD and DSP update (REDACTED)

REDACTED presented in place of REDACTED.

REDACTED stated that the NDSD OBC work is ongoing, and working to minimise the impact of Pre-election period restrictions. REDACTED explained that this is in parallel with starting early works programmes, where NDSD will look to deliver projects with interim funding.

The Chair enquired as to whether a requirements set for a Minimum Viable Product for DSP that would allow us to land a minimum viable strategic solution has been baselined.

REDACTED confirmed programme requirement sets have been aligned and are reflected on both sides, MB confirmed. The Chair requested these requirement sets to be baselined at the July Board.

Action – REDACTED and REDACTED – NDSD Requirement set for GP Data to be baselined at the July Board

The Chair asked if NDSD had an assumed timeframe of delivery, recognising current business case approvals. REDACTED identified March 2019 as a date REDACTED had previously advised for planning purposes. The Chair suggested discussions were required to ensure overall timelines were challenged and clearly understood in relation to the GP Dataset overall plan.

Action – REDACTED / REDACTED and REDACTED to confirm current NDSD timelines.

REDACTED stated the importance of understanding the funding available, and the portion allocated to GPES Uplift, from the early works programmes for the DDC work to be undertaken.

Action – REDACTED to update the board on NDSD OBC timelines and availability of interim funding in advance of the OBC for GPES Uplift and DDC work.

REDACTED presented comms email update from REDACTED.

- Requirement meetings have been set up with all Domain C programme managers
- Meeting outputs will be used to inform the communications strategy and plan
- Proposal to commence weekly communications update to the programme

REDACTED asked for an update on the communications meeting with the Chair, REDACTED and REDACTED that took place on the 4th May. The Chair confirmed that the meeting took place and stated that work is ongoing to understand the sequencing and dependencies between Domain C and Communications. The Chair reiterated that comms is a key dependency that drives the programme plan.

REDACTED asked if there was anyone within the Domain that was linked into the decisions to be made on QOF. There was some discussion on this in the Board and it was agreed that a risk should be raised around the future of QOF and other payments.

4. GP Data Gateway Review

REDACTED presented.

The Gateway 0 will commence on the 15/05/2017 and ToR has been agreed.

A Gateway 0 has been agreed due to the programme's current position between a Gateway 2 and Gateway 3; however this Gateway will be tailored towards the programmes specific objectives for the review.

Specific objectives:

- Commercial approach (GPES Uplift and GP Dataset) and the decision to do GPES Uplift as a direct award
- Key risks and dependencies, including contingency arrangements
- Stakeholder Engagement, including GP Profession
- Wider governance

5. Value for Money and Hosting update

REDACTED updated as per action A70.

REDACTED stated the following were ways in which supplier proposals for GPES Uplift can provide value for money.

- Reference current costs vs. proposed costs – decrease expected
- Cost per practice across suppliers for data delivery
- Benchmark day rates against industry standards
- Benchmark hardware and software costs against central frameworks
- Financial models within current proposals are designed to be comparable

The Chair questioned whether there had been wider consultation and, if not, asked for this to be explored and an update to be given at the next board.

Action – REDACTED to complete wider consultation on supplier proposal value for money.

REDACTED updated as per action A72.

REDACTED stated that in regards to the original GPES contracts hosting costs the following had been established:

- Approx. £3.2m hardware and software for GPES
- Approx. £0.5m support costs per annum

REDACTED requested for this to be included in ongoing negotiation strategy discussions.

6. Horizon Scanning

Redacted presented as per slide deck. (Action A78)

Redacted explained that this piece of work is to further understand the possible options around how the GP Dataset will be acquired.

The completed paper will be presented at the July board. Redacted stated that the legal team are attending the next internal working group (IWG) to update on the GDPR, further update to follow.

7. GPES Uplift Requirements and Benefit map

REDACTED presented as per slide deck.

REDACTED summarised a high level overview of what is being asked of suppliers in terms of requirements:

REDACTED emphasised concern regarding the wording used, e.g. ownership, offering stewardship as an alternative, as it can create sensitivity. REDACTED noted and will look to adjust.

The Chair asked what the supplier's initial response has been. REDACTED stated the suppliers have been positive overall, particularly in regards to the scheduling proposal and have been receptive to changes suggested, REDACTED agreed. REDACTED asked if any proposals put forward have derived from supplier suggestions, in order to identify where we are being responsive in a push towards being an open and transparent organisation and gaining credibility. REDACTED stated that the complexity model derived from an EMIS suggestion. REDACTED suggested this was recorded.

The Chair asked for confirmation that the model has a guarantee of a certain level of capacity, from the supplier base, for a certain number of extracts. REDACTED clarified that the model was not fully developed currently but are working towards this. REDACTED stated that it is important to review ongoing reports and discontinue any reports that are not needed to create capacity.

REDACTED presented the benefits map and a mapping to spending objectives from the OBC. REDACTED suggested that disbenefits should also be noted.

The Chair asked in regards to suppliers completing internal testing, whether the board have taken the opportunity for suppliers to do more and NHS Digital to do less. Can we do less in

terms of engagement with suppliers when preparing for a final quality extract? REDACTED confirmed this is the plan currently. Certification will remain due to its quality; however suppliers will be expected to complete testing on their own database. REDACTED clarified that improvements are being made rather than a step change as overall testing responsibility will remain with NHS Digital.

REDACTED questioned whether there was still a concern around the message being delivered to supplier around GPES Uplift being the first tranche towards the Standard GP Dataset. REDACTED clarified that it is DDC that will provide this. REDACTED explained that it has been explained to suppliers that our strategic intent has not changed. REDACTED asked if there is work to be completed to confirm if what we are using for GPES Uplift is in line with what is required for the Standard GP Dataset. REDACTED and REDACTED confirmed this as correct.

8. GPES Uplift Supplier Meeting feedback

REDACTED presented update.

REDACTED noted that there are some complexities including suppliers elaborating requirements to a point where DDC can be involved and a decision can be made.

REDACTED also noted a concern with resourcing capacity. REDACTED agreed and added a concern regarding the alignment of GPES Uplift and the overall replacement. REDACTED clarified that this concern can be satisfied but until further work and supplier engagement has taken place a definite answer cannot be given, this will be included in the value for money work being undertaken. REDACTED added that the suppliers are not expected to build new assets, rather improving current asset to streamline.

9. Highlight Report

Not presented. All to review for information.

10. Risks and Issues Report

Not presented.

11. Plan on a Page

Not presented. All to review for information.

12. AOB

The Chair asked a full understanding of the programme plan to be presented at the July board with best and worst case scenarios and assumptions. To include but not limited to:

- Extension of ATOS contract
- Operating model design
- Sign off of requirements piece of overall programme

- Approach to GP Professions
- Competing assumptions

REDACTED explained that the end of June 2018 has been given as the date for identifying a new set of milestones in the highlight report with the caveat that until further supplier meetings have taken place this cannot be confirmed.

Open actions table		
Ref	Action	Owner
04/08/2016 A29	<p>Direction ownership for GP Dataset</p> <p>REDACTED to speak to REDACTED about seeking a direction for the GP Dataset and what it would mean for the programme. 24/11/2016 – No further progression until go-ahead agreed with SCCI. In principal REDACTED happy to lead on work. 19/01/2017 - REDACTED expectation that a Direction is required. REDACTED to determine with REDACTED on how the decision on which organisation the direction comes through.</p> <p>11/05/2017 - Owner changed to REDACTED</p>	REDACTED

<p>14/09/2016 A36</p>	<p>Assumption on Type 1 objections</p> <p>The Chair to ask James Hawkins for guidance on treatment of Type 1 objections and proceeding on the basis of the earlier board decision (D2). 24/11/2016 – Follow current assumption. Further action: If type 1s remain – what is impacted by type 1s remaining at source? What is needed? New scenario to be considered. 19/01/2017 – Pseudo at source moving forward internally, not tested externally. REDACTED working on identifying options. REDACTED has asked REDACTED to own the requirements that GP Data needs to implement in relation to Type 1 objection. There is an external dependency on REDACTED to confirm the working assumption.</p> <p>01/03/2017 - REDACTED confirmed REDACTED agreed to own the requirements that GP Data needs to implement in relation to Type 1 objection. Discussions ongoing currently with REDACTED team, further clarity on assumptions to be given provided to REDACTED w/c 13th March by National Opt-out programme.</p> <p>26/03/2017 – Current assumption is that Type 1 objections will remain in the short-term. The National Opt-out programme has also communicated to the team that de-identification needs to be included within the scope of GP Data for Secondary Uses requirements to be discussed with suppliers. Clarity required on whether this applies to GPES Uplift and current GPES PID extracts.</p> <p>11/05/2017 – Decision deferred until after Pre-election period</p>	<p>REDACTED</p>
<p>14/09/2016 A40</p>	<p>MIQUEST</p> <p>Chair to speak with Programme Director REDACTED about which Board REDACTED should be involved in in terms of MIQUEST. 01/03/2017 - REDACTED to attend Ops Board on the 16/3 and recommendations from the Ops Board to be taken to EMT on the 29/3. Formal decision to be circulated when agreed. Update 03/05/2017 – REDACTED to provide update for May board</p> <p>11/05/2017 – MIQUEST will be withdrawn at the end of the GPSoc contract December 2018. Not currently being communicated due to Pre-election period restrictions. Action to close but follow up action to raise a risk</p>	<p>REDACTED</p>

<p>24/11/2016 A52</p>	<p>Governance routes and sponsorship</p> <p>REDACTED to talk to REDACTED and REDACTED regarding governance routes. 19/01/2017 – REDACTED has responsibility of GPES replacement – GP Data Implementation project delivers GPES replacement governed under REDACTED. REDACTED to take to the Domain C board to make structure clear. 01/03/2017 - To be discussed at the March Domain C Board. 05/04/2017 – REDACTED to talk to incoming SRO around sponsorship for the programme.</p> <p>11/05/2017 – Further conversations to take place between REDACTED and REDACTED.</p>	<p>REDACTED</p>
<p>24/11/2016 A56</p>	<p>Local data flows</p> <p>REDACTED / REDACTED to further discuss responsibilities regarding standardising local data flows.</p> <p>19/01/2017 – REDACTED to pick up as a priority.</p> <p>11/05/2017 – Work is ongoing with relevant stakeholders including NDS. A full update will be provided at the July Board.</p>	<p>REDACTED</p>
<p>19/01/2017 A60</p>	<p>Governance routes</p> <p>REDACTED to discuss with REDACTED decision and approval route for GPES Uplift outside of formal boards due to time limitations</p> <p>01/03/2017 – REDACTED to seek endorsement for contingency option 2b as per the slide deck from REDACTED by the end of March. 27/03/2017 – REDACTED has contacted REDACTED to confirm approval for next steps. 10/04/2017 – No response received from REDACTED prior to his retirement. REDACTED to discuss with new SRO once confirmed.</p> <p>11/05/2017 – Not formally written but agreed. Business continuity should be ensured for all GPES users. Cross domain board agreed with strategic solution. Decision to put forward to Domain C Board in July for endorsement.</p>	<p>REDACTED</p>

<p>19/01/2017 A62</p>	<p>GP Dataset sponsorship - Governance plan</p> <p>REDACTED to review governance plan required around dataset including:</p> <ul style="list-style-type: none"> • Intent, activity, resource, process, dependencies and how they fit together. • Further work to understand the impact of providing information to the public, is it the right time to submit to DCB – who is responsible and accountable for this being completed correctly and in context with the projects overall set of objectives. REDACTED to seek advice from REDACTED. <p>18/02/2017 – A meeting has taken place between REDACTED, REDACTED and REDACTED. The governance process is understood and agreed that it needs to be set out in the timeline for the GP Data options. Further work required regarding sponsorship and approval of the GP Data Set by REDACTED and the project team. John to start with REDACTED for NHS England and REDACTED for Public Health England. 01/03/2017 - Work ongoing to finalise sponsorship. REDACTED in discussion with PHE, PHE have asked for more time to confirm use cases. Ongoing work to confirm with NHS England – likely to be linked to decision on the SRO for GP data set.</p> <p>26/03/2017 - We have NHS England use cases but situation remains the same that we have no sponsor and no one to approve the use cases at present. REDACTED and REDACTED continuing to raise through the appropriate meetings.</p> <p>11/05/2017 – Owner changed to REDACTED</p>	<p>REDACTED</p>
<p>01/03/2017 A66</p>	<p>NHS England board representation</p> <p>REDACTED / REDACTED to discuss the option of a broader engagement piece with NHS England in order to share plans for replacing GPES and the strategic direction.</p> <p>27/03/2017 – REDACTED and REDACTED to review NHS England representation at the GP Data Project Board as a first step.</p> <p>11/05/2017 – Governance structure undergoing transformation. Update at next Board</p>	<p>REDACTED</p>

<p>05/04/2017 A70</p>	<p>GPES Uplift – Procurement Approach VforM</p> <p>REDACTED to look into how we can test value for money of the supplier’s proposals. 03/05/2017 – REDACTED to provide update to May board.</p> <p>11/05/17 – Update in agenda item 6. Action to close.</p>	<p>REDACTED</p>
<p>05/04/2017 A71</p>	<p>GPES Uplift – Procurement Approach risk management plan</p> <p>REDACTED/REDACTED to complete a specific risk management plan for GPES Uplift.</p> <p>11/05/17 – Work ongoing. Risk report to be circulated at next Board. Owner changed to REDACTED/REDACTED.</p>	<p>REDACTED / REDACTED</p>
<p>05/04/2017 A72</p>	<p>GPES Uplift – Procurement Approach Hosting</p> <p>REDACTED to summarise what is paid for hosting. 03/05/2017 – REDACTED to provide update to May board</p> <p>11/05/2017 – Update in agenda item 6. Action to close.</p>	<p>REDACTED</p>
<p>05/04/2017 A73</p>	<p>GPES Uplift – Negotiation Strategy</p> <p>REDACTED to present draft Negotiation Strategy with links to the delivery plan at the next board.</p> <p>To be presented at July board.</p>	<p>REDACTED</p>
<p>05/04/2017 A74</p>	<p>GPES Uplift – Early engagement regarding stage 1 and 2s</p> <p>REDACTED / REDACTED to look into possible early engagement regarding stage 1 and 2s and what other engagement is currently ongoing through REDACTED and REDACTED. REDACTED to forward ongoing conversations onto REDACTED.</p> <p>11/05/2017 – Discussions have been stalled by Pre-election period restrictions. REDACTED discuss with REDACTED whether there is a tangible point in ongoing negotiations that would allow detailed dialogue with the GP Profession in terms of details and the standard GP Dataset.</p>	<p>REDACTED / REDACTED / REDACTED</p>
<p>05/04/2017 A75</p>	<p>Overall Programme – overall RACI</p> <p>REDACTED to provide a RACI for the overall project at the next Board.</p> <p>To be presented at July board. Owner changed to REDACTED.</p>	<p>REDACTED</p>
<p>05/04/2017 A76</p>	<p>GPES Uplift – Requirements and benefits</p> <p>REDACTED to present an overview of requirements and what will be different and the benefits to customers at the next board. 03/05/2017 – Paper to be presented at May board</p> <p>11/05/2017 – Update in agenda item 8. Action to close.</p>	<p>REDACTED</p>

<p>05/04/2017 A77</p>	<p>GPES Uplift – Governance arrangements</p> <p>REDACTED - Discussions regarding governance arrangements to take place including REDACTED/REDACTED/REDACTED/REDACTED to take a proposal to the next cross domain board.</p> <p>11/05/2017 – REDACTED to circulate cross domain slides.</p>	<p>REDACTED</p>
<p>05/04/2017 A78</p>	<p>Procurement Approach for Standard GP Data Set</p> <p>REDACTED – Complete a horizon scanning piece of work to evaluate the wider supplier market. 03/05/2017 – REDACTED to provide update to May board</p> <p>11/05/2017 – Update in agenda item 7. Paper to be presented at July board.</p>	<p>REDACTED</p>
<p>05/04/2017 A79</p>	<p>Dependency mapping</p> <p>REDACTED to look into dependency mapping.</p>	<p>REDACTED</p>
<p>05/04/2017 A80</p>	<p>Technical capability roadmap</p> <p>REDACTED/REDACTED to present technical capability roadmap at the next board meeting.</p> <p>To be presented at July board.</p>	<p>REDACTED / REDACTED</p>
<p>11/05/2017 A81</p>	<p>New risks</p> <p>Two new risks to be created for end of MIQUEST and QOF/enhanced services</p>	<p>SR/ES</p>
<p>11/05/2017 A82</p>	<p>NDSD OBC update</p> <p>REDACTED to update the board on NDSD OBC timelines and availability of interim funding in advance of the OBC for GPES Uplift and DDC work.</p>	<p>MT</p>
<p>11/05/2017 A83</p>	<p>NDSD timelines</p> <p>REDACTED / REDACTED and REDACTED to confirm current NDSD timelines.</p>	<p>SR/ES/MF</p>
<p>11/05/2017 A84</p>	<p>NDSD Requirement set</p> <p>NDSD Requirement set for GP Data to be baselined at the July Board</p>	<p>SR/MF</p>
<p>11/05/2017 A85</p>	<p>GPES Uplift – Procurement Approach VforM</p> <p>REDACTED to complete wider consultation on supplier proposal value for money.</p>	<p>NM</p>

GP Data Implementation Project Board Decisions		
D1	A decision was made to approve the terms of reference (subject to the correction identified in action 9).	20 th May 2016
D2	A decision was made that the working assumption for the business case is that patient consent will be handled in a central platform, rather than at practice level.	20 th May 2016
D3	A decision was made to approve procurement with 3 rd party suppliers to support VfM comparisons on options developed in the business case.	20 th May 2016
D4	A decision was made to approve in principle a separate feed of aggregate data for payment purposes.	14 th September 2016
D5	A decision was made to endorse Tolerance Exception Report 1	14 th September 2016
D6	A decision was made to endorse OBC	19 th October 2016
D7	A decision was made to endorse contingency option 2b	01 st March 2017
D8	A decision was made to endorse Procurements Approach for GPES Uplift	05 th April 2017
D9	A decision was made to endorse the RACI process for the GPES Uplift requirements	05 th April 2017

GP Data Interim Strategy Board Assumptions		
A1	Seeking a direction for an extract and the SCCI process will remove the requirement for the current practice authorisation model (stage 1 and stage 2).	19 th January 2017
A2	QOF will continue for at least the next two years.	19 th January 2017
A3	MVP 1.0 will not be available before March 2019 and will contain functionality to meet the GP Data for Secondary Uses requirements (informal confirmation provided by REDACTED)	01 st March 2017
A4	Delivery of contingency option will be done in such a way that it can be consumed by the DSP	01 st March 2017