

# Minutes

**Purpose of Meeting: GP Data Programme Board**

**Date: 14-03-19**

**Time: 11.30am-1.30pm**

**Location: Room 807, Bridgewater Place**

Attendees	Apologies
REDACTED	REDACTED
REDACTED	REDACTED
REDACTED	REDACTED
REDACTED	REDACTED
REDACTED	REDACTED
REDACTED	REDACTED
REDACTED	REDACTED
REDACTED	
REDACTED	
REDACTED	
REDACTED	
REDACTED	

## Review key actions from previous board meeting

- REDACTED went over the key actions from the last board meeting.
- ACTION – Redacted
- ACTION – REDACTED, REDACTED and REDACTED to investigate organising a communication event to relay the key messages surrounding the new GP Data for Secondary Uses dataset with key stakeholders. Ensure to factor in the GPIT Futures communications event that is taking place on the 25<sup>th</sup> March.
- ACTION – Redacted

## Programme Director Update

- REDACTED communicated the delivery progress that the GP Data programmes/projects had made since the last board meeting. The following points were discussed in detail:

Redacted

- **REDACTED** stated that programmes/projects within the GP Data umbrella should improve activities to manage to agreed scope and close projects once agreed outputs have been delivered. This will include being explicit to major stakeholders where requests are additional scope and will require funding and approval before any commitment to deliver could be secured.

Redacted

#### Item 4 – GP Connect Update on Deployment

Redacted

#### Item 5 – SNOMED CT in Primary Care Funding Options Post March 2019

Redacted

#### Item 6 – GPAD – GP Appointments Next Steps Phase 2 Change Project

Redacted

#### Item 7 – GPDfSU IPA PAR report and recommendations

- **REDACTED** explained that the GP Data for Secondary Uses programme had recently undergone an IPA PAR review and the programme had received an overall amber rating.
- **REDACTED** said that **they** welcomed the review & recommendations
- **ACTION** – **REDACTED** to give regular feedback to the board on progress against improvement actions identified as part of the review.
- **REDACTED** congratulated the GPDfSU team for the work they have done so far on the programme.
- **REDACTED** confirmed the final report could be shared with wider board members.

- **ACTION** – REDACTED / REDACTED to share the full GPdfSU IPA PAR report with the wider board members

## Item 8 – GPdfSU SoS Ministerial Submission

- REDACTED said they wanted to make the board members aware of the Secretary of State Ministerial Submission that was planned to be submitted for approval. They also wanted to agree the nature of how the submission of the document would take place & discuss the clearance that would need to take place, particularly within NHS England.
- **ACTION** – REDACTED to work with REDACTED & REDACTED to get clearance for the Ministerial Submission via REDACTED by the end of the week.
- **ACTION** – REDACTED to work with REDACTED, REDACTED and Simon Eccles to get clearance for the Ministerial Submission through NHS England.
- **ACTION** – REDACTED to summarise the approval and clearance process for the Ministerial Submission in a short briefing note.
- **ACTION** – REDACTED to make any needed amendments to the submission & circulate a final version to the board members ASAP.

## Item 9 – GPdfSU Updated Narrative

- REDACTED explained that he was seeking approval for the updated GPdfSU programme narrative so that it could be baselined.
- REDACTED stated that currently, an external observer was not able to access a big picture view of the work going on within the GP Data portfolio. There was a need to describe the work of the constituent programmes and projects as a whole, including the Local Health and Care Record.
- **ACTION** – REDACTED to add a passage into the narrative explaining the difference between the national level data that will be collected and the local data that will be collected as part of the Local Health and Care Record programme.
- REDACTED stated that he thought there was a positioning issue in the narrative regarding the role of NHS Digital in relation to the local data agenda that might jar with certain stakeholders.
- **ACTION** – REDACTED to consider the ordering of the text to achieve clarity about NHS Digital's role in the GP Dataset & also the role of local/regional data flows in the wider health and care landscape.
- **ACTION** – REDACTED to consider how the GPdfSU narrative fits with NHS Digital's cyber security agenda & include some detail on this in the document.

- **ACTION** – REDACTED to reference examples of where good practice in relation to GP data sharing & access has allowed data collections to be centralised, reduced burden on staff and created efficiencies.
- **DECISION** – The board approved the GPDfSU updated narrative in principle with the caveat that the actions above are addressed.

## Item 10 – GPDfSU Refined Engagement Approach

- REDACTED presented the proposed GPDfSU engagement plan and approach for approval by the board.
- REDACTED raised the issue that the engagement plan did not currently include success criteria for the programme's stated objectives
- **ACTION** – REDACTED to take into consideration what the evaluation criteria should be to measure engagement success & also what would be measured to determine this. Add this information into the engagement plan when complete.
- REDACTED stated that it would be necessary to consider the implications of the engagement plan and approach on overall programme stakeholder engagement and the programme plan. It would be necessary to show a route back to GP practices showing how they will benefit from the new GP Dataset.
- **ACTION** – REDACTED to facilitate a conversation between REDACTED and REDACTED, a new clinical lead at NHS England, on how GP practices will use the GP Dataset.
- **DECISION** – The board members approved the GPDfSU refined engagement approach with the caveat that success criteria should be added into the document.

## Item 11 – GPDfSU Approach to Re-baselining End to End Plan

- REDACTED presented a paper outlining three options for approaching the re-baselining of the GPDfSU end to end plan.
- A question was asked surrounding whether the GP Dataset could be viewed as being a standard within a standard. REDACTED said this could be a real issue that needed consideration.
- **ACTION** – REDACTED to speak with REDACTED outside of the board in terms of whether the GP Dataset can be seen as a standard within a standard & discuss how to address this issue.

- **REDACTED** explained that of the three options presented in the paper, option 2b was recommended to the board as the preferred option, which would deploy a Phased ISN approach, proceed with a DPN to agree the collection of data to NHS Digital, and in parallel work with national and local interoperability teams to progress a GP data FHIR ISN.
- **REDACTED** said that **they were** seeking guidance from the board on how to approach re-planning for the programme. Should the programme maintain the current ambition in terms of timescales or take account for the various risks that had been identified and include time to account for these risks.
- **REDACTED** recommended that the current September/December 2019 focus should be adhered to and a clear picture be developed about what can be achieved by those two dates along with the risks.
- **DECISION** – The board approved option 2b in principle as the preferred way forward for re-baselining the GPdfSU end to end plan.
- **ACTION** – **REDACTED** to bring an updated proposal for the GPdfSU end to end plan back to the board in March for final approval.