Minutes

NHS Digital

Purpose of Meeting: GP Data Programme Board

Date: 3 June 2019   Time: 13:30 – 15:30

Location: Room 9, DLA Piper Offices, Leeds

Attendees	Role	Organisation
Redacted	Redacted	Redacted
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Apologies	**Role**	**Organisation**
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Item 1. Welcome and Introduction

Redacted (Chair) opened the meeting.

The attendees introduced themselves and apologies were noted. Redacted, Redacted, Redacted and Redacted joined via Skype conference call.

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Item 2. Review Actions from The Previous Board Meeting

2.1. The board members reviewed the open actions and the record can be viewed in a separate Actions / Decisions Log.

Item 3. Programme Director Update

3.1. Redacted

3.2. Redacted

3.3. Redacted

3.3. In regard to the GP Data for Secondary Uses (GPDfSU) project, alignment around the initiative was required. A briefing had been submitted to the Secretary of State (SoS) on 14 March, with an outstanding response, causing delays.

3.4. Prioritisation process had surfaced tensions in the alignment on the strategy. A session would be held on 4 June to help conclude on these pressures.

Item 4. For Discussion: GPC – Update Deployment

Redacted

Item 5. For Approval: SNOMED CT Project closure criteria & revised milestones

Redacted

Item 6. For Approval: GPDfSU communications handling overview

This item was not discussed in detail due to no representation from the communications team.

Item 7. For Discussion: GPDfSU Impact of delay on critical path and options consideration

7.1. Redacted walked the board members through the communications approach for the GP Data for Secondary Uses (GPDfSU) project.

7.2. They explained that in March 19 the GPDfSU delivery plan had been re-baselined to start data flow from October / November 2019, assuming appropriate stakeholders' engagement had happened.

7.3. By now, the project should had completed planned workshops, including the final combined session resulting in agreeing the content of the dataset.

7.4. It was reported that NHSD was not in the position to continue with formal engagement due to the communications embargo, however alternative activities were taking place.

7.5. The planned agreement with Joint GP IT Committee (JGPITC) at the end of July, was not realistic.

7.6. The new approach assumed passing some items on to the JGPITC for validation in October and starting soft launch in December.

7.7. The project delivery was currently 2.5 – 3 months behind schedule.

7.8. Redacted sought clarification on the fact that GP Data for Secondary Uses (GPDfSU) could not be used to support payments until position on the opt outs was clear.

7.9. Redacted explained that GPDfSU was collecting data at patient level, therefore the data could not be collected for the patients with the type 1 objection. Not likewise, GPES used sets of numbers rather than identifiable or non – identifiable data.

7.10. Redacted recommended to send him an email that would urge attention, stress implications and service impact.

ACTION: Redacted to send an email to Redacted and the NDG office to urge attention, stress implications and service impact.

7.11. Redacted expressed concerns around the fact that NHSD worked on the basis that assumed dataset. There was a risk around changes to the assumed datasets which over time could impact delivery.

7.12. The purpose of the stakeholder engagement was to validate datasets. Timelines would hold with suppliers as more appropriate to handle this risk.

7.13. Redacted further clarified that there were two paths for GP IT Futures. The first assumed technicality and model with ability to take all coded, structured data. The second path related to data content, where the engagement workshops were critical for it.

7.14. Redacted explained that should the requirement and scope of technical delivery change then the technical specification outlining data content needed both the inclusion and exclusion lists, however the programme had worked on the basis of exclusions given the model was 'an ability to take all coded and structured data and so no inclusion list has been developed

7.15. The board discussed what should be stressed and clearly articulated during the dataset workshop to be held on 4 June.

7.16. Redacted stated that the preferred option assumed achieving alignment from the session and continuation of the original delivery approach. The new approach would assume validation of dataset.

7.17. Redacted asked the board members to send their feedback regarding the comms handling overview papers, the item for approval.

ACTION: All board members to send their feedback regarding the comms handling overview papers by the end of the week, the item for approval.

7.18. Redacted shared the scope of items that would be discussed during the workshop session. He stated that NHSD needed to address the remaining macro principles so that the DH leaders could be confident in championing GPDfSU.

7.19. Redacted believed it was vital to clearly articulate all dependencies, for example, the connections to GP IT Futures and strategic objectives.

7.20. Redacted stated that stakeholders needed reassurance that the programme had delivered to minimise risks; concerns from the CCIO office revolved around negative publicity and non – priority budget spend.

7.21. Redacted impressed the importance of consistent level of understanding during the session. The dataset collections were an important initiative with the aim to deliver for several sections of health and social care.

7.22. Redacted believed It was important to stress that GP Dataset was an evolution from GPES and aspiration for the future to improve Data quality and safety. In addition, the initiative was not coming in isolation from NHSD but included colleagues from NHSE, NHSX, DHSC.

ACTION: Redacted to make a compressed clinical intro during the workshop session on 4 June.

7.23. Redacted noted that the programme wanted to regularise the legal basis and multiple consent models within local collections.

7.24. Redacted summarised the agenda items and Redacted recommended to ensure that users questions would be answered.

Item 8. Any Other Business

8.1. Redacted

8.2. Redacted

8.3. On behalf of the GP Uplift team, Redacted requested to include the decisions made through the extraordinary programme boards, regarding the GPES Uplift step 1 and step 2 going live, in the main decisions/actions' tracker.

ACTION: Redacted to record the decisions regarding the GPES Uplift step 1 and step 2 going live, made through the extraordinary programme boards, in the main actions / decisions log.

No further business was raised. Redacted thanked all for their time and closed the meeting at 15:21.

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The next Programme Board will be held on Monday 1 July 2019, 13.00 - 15.00, BWP, Room 807.