

**Care.data
Programme Board**

Wednesday 16th July 2014

15:00 – 17:00

VC: Skipton House, London (6B6); Quarry House, Leeds (4W25)

A G E N D A

Item	Title	Owner
A – Meeting Governance		
1	Welcome, introductions and apologies	Chair (Tim K)
2	Agenda overview and requests for AOB	
3	Acceptance of minutes from last meeting and review of actions (Paper 01: 'Programme Board Minutes 20140625' – <i>for approval</i>)	
B – Programme		
4	Programme background and key messages	Chair (Tim K)
5	Board highlight report and plan (Paper 02: 'Programme Board Highlight Report' – <i>for information</i>)	Eve R
6	Project Validation Review (PVR) action plan (Paper 03: 'PVR Action Plan' – <i>for approval</i>)	Eve R
7	Business case approach (Paper 04: 'Business Case Approach' – <i>for approval</i>)	Eve R (& Eva S)
C – Other Business		
8	AOB	Chair (Tim K)

Other Supporting Papers:

- Paper 05: 'Programme Board ToR' – *approved baselined version*
- Paper 06: 'care data Pathfinder Proposal' – *approved baselined version*
- Paper 07: 'care.data Planning Principles' – *approved baselined version*

Attendees:

Tim Kelsey	Care.data Senior Responsible Owner (SRO)
Eve Roodhouse	Care.data Programme Director
Dr Geraint Lewis	Chief Data Officer, NHS England
Belinda Quinn	MHRA (on behalf of Dr Ian Hudson)
Prof John Newton	Chief Knowledge Officer, Public Health England
Simon Denegri	National Institute for Health Research
Peter Knight	Deputy Director R&D, Head of Research Information & Intelligence, DH
Graham Binns	Monitor (on behalf of Neil Stutchbury)
x Will Cavendish	Director General - Innovation, Growth and Technology, DH
Tom Ward	Care Quality Commission
Ola Amode	Care Quality Commission (on request of Tom Ward)
Eva Simmonds	care.data Programme Manager (Business Case Lead) (on request of Eve)

Apologies:

Dr Ian Hudson	CEO, MHRA
Neil Stutchbury	Monitor
Andy Williams	CEO, Health & Social Care Information Centre
Ciaran Devane	Chair of the care.data Advisory Group

Secretariat:

David Farrell	care.data Programme Team
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Observer:

Donna Braisby	care.data Programme Manager (Programme Controls)
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Will Cavendish – note re stand-in

Sir Bruce

Sam Evrington

1) Intros

2) Agenda Overview

2) 3) Mins accepted

3) Key messages:

Decision to delay part-attributable to way team worked – PVR driver and subsequent new governance

Resources – still not up to full numbers – leadership challenges now being addressed.
Moving in positive – linked to resources and way of working

Move to recruitment of pathfinder practices – intention to launch recruitment this week but slight delay (won't delay delivery of overall programme).

Health Select Committee -