

Action notes

Meeting: GP Data Patient and Public Engagement and Communications Advisory Panel (PPECAP)

Date: Thursday 28 April 2022

Time: 09:30am to 11:00am

Location: MS Teams dial in

Time	Agenda Item	Owner
9.30am	Introductions	Eileen Phillips
9.32am	Review of previous meeting's action notes	Eileen Phillips
9.40am	Programme update: Data Management Access Governance (DMAG) and Opt-out	Workstream Leads
10.20am	Deputy Chair role and expansion of panel membership	Eileen Phillips
10.40am	Programme blog	Grace Melvin
10.45am	Data security write up part 2	Research Manager
10.55am	AOB	Eileen Phillips

Attendees	Organisation
Grace Melvin	Association of Medical Research Charities
Rebecca Moore	Healthwatch
Lay member 1	Independent member
Lay member 2	Independent member
Eileen Phillips (CHAIR)	National Data Guardian
Information Governance Lead	NHS Digital
Communications and Stakeholder Engagement Manager	NHS Digital
Research Manager	NHS Digital
Business Admin Support	NHS Digital
Workstream Lead	NHS Digital
Workstream Lead	NHS Digital
David Snelson	Use My Data

Apologies	Organisation
Urte Macikene	Healthwatch
Lay member 3	Independent member
Lay member 4	Independent member

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Apologies	Organisation
Lay member 5	Independent member
Programme Head	NHS Digital

Agenda item	Notes
1	<p>Introductions</p> <p>The new business support officer was introduced and welcomed. Apologies were noted.</p>
2	<p>Review of previous meeting's action notes</p> <p>The notes were approved for publication.</p>
3	<p>Programme workstream updates: Data Management Access and Governance (DMAG) and Opt-out</p> <p>Opt-out</p> <p>The opt-out programme lead attended to update on the opt-out workstream. An updated was provided covering:</p> <ul style="list-style-type: none"> • the background and scope of the workstream, which is focused on burden reduction for General Practice relating to the registration of Type 1 Opt-outs (T100) – one of the ministerial commitments made in July 2021. • an overview of what a T100 is. • a summary of the discovery work that's been undertaken and the findings. • an overview of the proposed digital, self-serve option. <p>Confirmation was given that the digital, self-serve option will be in addition to existing ways a T100 can be applied which includes off-line options.</p> <p>The group welcomed the inclusion of a survey at the end of the process to understand why people choose to opt-out.</p> <p>A suggestion was made to issue an annual prompt to people who have opted out, asking them if they want to retain that status, or opt back in. This will be explored.</p> <p>The slides presented will be circulated with the notes.</p> <p>The group expressed a strong desire for transparency, through the publishing of as much information as possible to build trust with the public. This view will be escalated to the programme leadership.</p>

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	<p>DMAG update</p> <p>To allow time for the useful discussion on T100s, it was agreed to defer the DMAG update to the next meeting.</p>
4	<p>Deputy Chair role and expansion of Panel membership</p> <p>Further to discussion, the Panel concluded that the Deputy Chair role isn't required and agreement was reached that patient reps could express an interest in undertaking the role of Chair if it is something they'd like to do.</p> <p>The Panel felt that the tenure of the role of Chair should be extended beyond three months. Options will be explored for agreement with the Panel.</p> <p>Expansion of patient representatives</p> <p>The group were supportive of expanding the number of patient representatives so that the membership is more representative. Options will be prepared and brought to the next meeting for discussion.</p>
5	<p>Programme blog</p> <p>Grace Melvin has agreed to write the next GP Data for Planning and Research (GPDPR) programme blog focused on the PPECAP and the importance of public and patient engagement.</p> <p>She invited input from panel members to help shape the blog. Some prompt questions will be circulated after the meeting.</p>
6	<p>Data security write up part 2</p> <p>The paper was circulated ahead of the meeting with the meeting papers. No comments were provided in the meeting and panel members asked to send through any final thoughts ahead of the notes being published.</p>
7	<p>AOB</p> <p>The Programme Head will be invited to the next meeting to take questions on the slides circulated following the update she gave at the meeting on 31 March.</p> <p>Some future blog suggestions were put forward, focusing on how the use of data benefits planning and research, which will be taken forward.</p>

ENDS