

# Action notes

## Meeting: GP Data Patient and Public Engagement and Communications Advisory Panel

**Date: Thursday 29 Sept 2022**

**Time: 09:30am to 11:00am**

**Location: MS Teams dial in**

Time	Agenda Item	Owner
9:30am	Introductions and apologies	Eileen Phillips
9.32am	Formal noting of previous meeting's action notes	Eileen Phillips
9:40am	PPECAP recruitment update	NHS Digital
9:50am	Programme status and progress updates	NHS Digital
10:05am	Update on General Practice Extraction Service (GPES) challenges and the impact on the GP Data for Planning and Research programme (GPDPR).	NHS Digital
10:20am	Discussion point on PPECAP scope	NHS Digital
10:35am	AOB	Eileen Phillips

Attendees	Organisation
Rebecca Moore	Healthwatch
Lay Member 1	Lay member
Lay Member 2	Lay member
Eileen Phillips (CHAIR)	National Data Guardian
Communications and Stakeholder Engagement Manager	NHS Digital
Business support	NHS Digital
Communications and Engagement Workstream Lead	NHS Digital
Project support	NHS Digital
John Marsh	use MY data

Apologies	Organisation
Grace Melvin	AMRC

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Apologies	Organisation
Programme Manager	NHS Digital
Programme Director	NHS Digital
Information Governance Lead	NHS Digital
Lay Member 3	Lay Member

Agenda item	Notes
1	<p><b>Introductions</b></p> <p>The Chair introduced the meeting and welcomed Panel members after the summer break. Apologies were noted for Grace Melvin, the Programme Manager, Lay member 3, and the Programme Director. The Panel were informed that the Information Governance Lead has left the programme and will be replaced in due course.</p> <p>The Panel were reminded that Grace Melvin took over the role of Chair from September 2022, however in her absence, it was confirmed that Eileen Phillips would chair the meeting.</p>
2	<p><b>Formal noting of previous meeting's action notes</b></p> <p>The previous action notes, from 22 July, were approved and agreed for publication.</p> <p>The panel queried, whether the SDE policy, referred to in agenda item 4 of the previous meeting's action notes, had been published. It was confirmed that the following items were published on 6 September:</p> <ul style="list-style-type: none"> <li>• <a href="#">policy guidelines</a> that explain how Secure Data Environments will be used and the principles they must uphold</li> <li>• A new set of <a href="#">webpages</a> on Secure Data Environments, which are a central resource for information as the policy develops. This includes an easily understood explainer of what Secure Data Environments are and things are changing from a system of data sharing to data access, developed with public and patient panels.</li> </ul>
3.	<p><b>PPECAP recruitment update</b></p> <p>The chair acknowledged the great work which was executed during the summer on the PPECAP recruitment campaign and thanked the communications and stakeholder engagement manager for her commitment and excellent work on this project.</p>

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	<p>The Communications and Stakeholder Engagement Manager provided an update on the performance of the campaign, which ran from 21 July – 22 August, and an update on the recruitment of the new members.</p> <p>The campaign generated:</p> <ul style="list-style-type: none"> <li>• 69 applications from a wide variety of individuals, in line with the audiences the campaign sought to engage.</li> <li>• Enabled the creation of a diverse engagement pool of 52.</li> <li>• 7 new people were appointed to the PPECAP</li> </ul> <p>It was confirmed that the new Panel members will complement the existing members, strengthen the voice of patients and the public on the panel and support the programme more broadly. They will also enhance diversity of views and backgrounds across the panel.</p> <p>The next steps are to conclude the HR onboarding process and complete a light touch induction, with the aim of welcoming the new members to the PPECAP meeting by the end of October. A glossary of terms is being produced to support new Panel members. It was agreed that existing Panel members review and contribute to this document.</p> <p>A face-to-face meeting, at which to welcome the new Panel members, was suggested. This was welcomed; however, it was noted that some concerns about the COVID-19 pandemic may remain, and some members may not feel comfortable. Locations were explored as Leeds or London, which is where NHS Digital is located. This generated further discussion about the practicalities of meeting in person. It was agreed that members would be consulted individually on the potential for a face-to-face meeting to aid a decision.</p> <p>The chair commented that it was a welcome addition to have the seven new panel members and for all to learn from their views and input in these meetings.</p>
<p>4.</p>	<p><b>Programme status and progress update</b></p> <p>The Head of Communications, for GP Data for Planning and Research outlined the progress against the commitments of the GDPR Programme.</p> <p>She highlighted the key elements of the work achieved over the summer:</p> <ul style="list-style-type: none"> <li>• The secure data environment (SDE) (previously referred to as a Trusted Research Environment (TRE)) has launched in private beta.</li> <li>• Public testing (with 600 people) has concluded on the three concepts developed for the ambient campaign.</li> <li>• The backlog of National Data Opt-Outs has been cleared, and spot checks with GP Practices indicate that the paper backlogs at GP practices have been resolved.</li> <li>• The Type 1 opt-out digital service design and user research has been completed and a report compiled for publication, summarising the findings.</li> </ul>

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	<ul style="list-style-type: none"> <li>• A number of reports have been published on the <a href="#">website</a> over the summer including: a report summarising the findings from a GP staff survey and accompanying <a href="#">blog</a>, the listening phase report and an accompanying <a href="#">blog</a>, and the assurance phase report.</li> <li>• A <a href="#">blog</a> has been published about the general practice extraction service (GPES) and the need to modernise.</li> <li>• The work to recruit the new panel members for the PPECAP has made an additional 3000 people aware of the changes to GP data usage</li> <li>• Web content has been restructured on the <a href="#">NHS Digital website</a> to add more information and to make it easier to navigate.</li> </ul> <p><b>Upcoming focus</b></p> <p>The outcome of the ambient campaign testing will bring together the strongest elements of the concepts to develop a single refined option. This will be presented to the PPECAP for input in a future meeting.</p> <p>As the SDE (formerly called the TRE) progresses through private beta to public beta the developments will be communicated. An update from the team will be requested for a future meeting.</p> <p>Impact of ministerial changes: there is a need to bring a new Minister and Secretary of State (SoS) up to speed with the programme and reconfirm commitment to the strategic direction and the commitments made in Jo Churchill MP's letter to GPs in 2021.</p>
5.	<p><b>Update on General Practice Extraction Service (GPES) challenges and the impact on the GP Data for Planning and Research programme.</b></p> <p>The Head of Communications, for GP Data for Planning and Research, provided an update on the GPES system. As discussed with the Panel in July, GPES is operating over capacity and is limited in capability due to being ten years old. Immediate work is needed to safeguard the provision of existing direct care data collections, and to accommodate future requests.</p> <p>She explained that there will be a focus on resolving this issue and one proposal is to move direct care collections onto new, more stable technology which has more capability and capacity to meet requirements.</p> <p>The panel was updated that whilst work will continue towards the ministerial commitments for the GDPR programme, the focus this financial year will shift towards resolving the issues for direct care data as a priority.</p> <p>Development of the SDE and the ambient campaign, to build awareness of how NHS data is used, will continue.</p>
6.	<p><b>PPECAP Scope</b></p> <p>The Head of Communications for the GDPR programme, thanked the Panel for their continued commitment to the GDPR work, and for the time and expertise that has been invested to work with the programme to get it right.</p> <p>She shared that the structure, and approach, that has been used for GDPR has been recognised as best practice and is being replicated by other national</p>

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	<p>programmes. She confirmed that the programme wants to continue to work in this open and transparent way, encouraging ongoing debate as the approach to direct care is developed.</p> <p>The Panel was asked for feedback.</p> <p>The Panel members understood the need for a broader conversation and were supportive of the proposed approach, to include data for direct care as part of the panel's remit, however they were keen to ensure that GDPR remain an important focus of discussion as they recognise the significant improvements the use of GP data could make to (world) health.</p> <p>The Panel noted that conversations regarding direct care and GDPR need to be managed carefully to avoid confusion within Panel meetings and to support new members to the Panel. Reassurance was given that support would be provided to new members during the induction process, and it was noted that the glossary of terms being produce would also be a useful asset. It was noted that careful structuring of Panel meeting agendas will also help ensure the focus of conversations are clear.</p> <p>The Head of Communications for the GDPR programme reiterated that, with a new Health Minister and new Junior Ministers, it will be important to reconfirm ministerial commitment to the GDPR programme and validate the priorities.</p> <p>The panel requested that these priorities be shared when known, and a commitment made to do this, however, it was noted by the Head of Communications and PPECAP that it may take time to secure time with ministers for these briefings.</p> <p>It was agreed that the terms of reference for the Panel would be updated to reflect the broadening of the scope and will be brought back to the Panel for discussion.</p>
<p>7.</p>	<p><b>AOB</b></p> <p>The Panel queried when the report on the type 1 opt-out service design and user research would be published. It was confirmed that this would be w/c 10 October. A link will be circulated to Panel members once it's live.</p> <p>No topics for future meetings were put forward.</p>

ENDS