Minutes

NHS

Paperless 2020 National Data Opt-out Programme Board
24 April 2017 16:00 - 17:30
2N17, Quarry House & Room MR05, Richmond House

Attendees:

Katie Farrington (KF)	Director of Digital and Data Policy (SRO), Department of Health
Prof. Martin Severs (MS)	Medical Director and Caldicott Guardian, NHS Digital and National Data Guardian Panel member
Lorraine Jackson (LJ)	Deputy Director, Data Sharing and Cyber Security, Department of Health
Nic Fox (NF)	Provider Support Director, NHS Digital
Tim Magor (TM)	Programme Head, National Data Opt-out Programme, NHS Digital
Rachel Merrett (RM)	Deputy Head of Data Policy, NHS England
Will Smart (WS)	Chief Information Officer for Health and Social Care, NHS England
Susannah Cannon (SC)	Head of Strategic Communications, Paperless 2020 , NHS England
Heather Pinches (HP)	Programme Manager, National Data Opt-out Programme, NHS Digital
Susannah Strong (SS)	Senior Communications Manager, NHS Digital

Apologies:

Prof. John Newton (JN)	Chief Knowledge Officer, Public Health England
Nigel Mathers (NM)	Advisory Group Chair, Royal College of General Practitioners
Paul Baverstock (PB)	Director, Paperless 2020 Communications, NHS Digital

Secretariat:

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Susie Day (SD)	Programme Manager, National Data Opt-out Programme, NHS Digital

1. Welcome, introductions and apologies

KF welcomed all those in attendance.

Attendees introduced themselves and the apologies received were noted.

2. Minutes and Actions from 09 March 2017

A) Draft minutes from 09 March 2017

The previous meetings' minutes were <u>approved</u> as an accurate record with no comments.

B) Action Log

SD introduced the Programme Board action log. It was agreed that action 42 would be closed as it is superseded by action 58. The Programme Board agreed to close action 49 as the geographical analysis of opt-outs has been re-circulated to Programme Board members. Actions 51 and 53 were both agreed to be closed.

Action 54 will be updated to reflect that LJ and WS will meet to discuss the potential transition plan for local opt-out codes. TM to feed into this the output from his meetings with local data sharing projects over next six to eight weeks.

Action 56 was agreed to be closed, however it was recommended that that the Programme Board maintains oversight of the specific actions agreed with the BMA and RCGP on 6 April 2017 including GP Practices with higher than average opt-out rates.

ACTIONS:

59: Programme Board to be provided with oversight of the actions being progressed with BMA and RCGP (TM).

3. SRO Update

SC joined the meeting at this point.

A) BMA/RCGP meetings; ministerial decisions; Government Response

The meeting scheduled to take place between the Secretary of State for Health and the BMA has been cancelled due to the General Election 'pre-election period' (Purdah) period, which commenced from midnight 21 April 2017. ██████████████
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The Government response to the consultation on the National Data Guardian (NDG) Review of Data Security, Consent and Opt-Outs will not be published during the General Election 'pre-election period' (Purdah), in order to comply with the publication restrictions during this time. The date for publication of the Government Response remains unconfirmed and will be subject to cross-government approval and a publication slot.

4. Programme Business

MS joined the meeting at this point.

A) Policy log update and recommendations

HP introduced Paper 02 – Policy Paper Summary, which outlined 3 policy issues and welcomed feedback from the Programme Board.

The Programme Board agreed with the recommendation as set out for the first policy; Application of the National Opt-out to Independent Healthcare Providers.

It was agreed that further work is required regarding who can register a National data opt-out and via which mechanism. KF confirmed that she was happy with the assumptions set out, however the work required to ensure that there is digital participation is wider than the National Data Opt-out Programme and requested that links are made to Domain A to understand what they have done in this area already.

ACTIONS:

61: Approach Domain A to discuss the work that has been progressed regarding Widening Digital Participation (RM).

5. Update Security Proposal and Discussion

Due to time pressure this agenda was not discussed. During Any Other Business TM advised that the paper had been brought to the Programme Board to gain their recommendation of   It was agreed that the paper would be reviewed by the DH Cyber and Security team and then be brought back to the Programme Board for endorsement.

ACTIONS:

62: Circulate Paper 03 – Patient-facing Solution Security Model Update to the DH Cyber and Security team for their review (TM).

6. Highlight Report

Due to time pressure this agenda was not discussed. Any comments on the April 2017 highlight report will be provided back via correspondence to the secretariat.

7. Communications and Engagement

SC presented an update on the work being taken forward by the Paperless 2020 Communications team. An external agency has been appointed by the Paperless 2020 Communications team to lead on the development of a data sharing communications strategy, Munro and Forster. The period of Purdah has had a direct impact on the work being taken forward by the agency. It was agreed that the Communications team will create a clear plan of action detailing which work can progress and with which stakeholders. It was also agreed that overall timings would be reviewed to take into account this action plan and be brought back to the May 2017 Programme Board for discussion.

ACTIONS:
63: Communications action plan to confirm activities that will be progressed during Purdah to be created and shared with the Programme Board (SC).
64: Overall communications timings to be reviewed and be brought back to the May Programme Board for discussion (SC).

8. Programme update

A) Impact assessment of election on plans
This will be discussed once the work has been done on Communications and Engagement as outlined above.

9. Any Other Business
NF asked whether the Infrastructure and Projects Assurance (IPA) Report has been received by the SRO. KF advised that it had not yet been received and it was agreed that TM would follow-up directly.

ACTIONS
65: Contact the IPA review team and confirm when the formal report following their review conducted in March 2017 will be provided to the Programme (TM).

10. Date of Next Meeting
The date of the next Programme Board is 22 May 2017 from 16:00 to 17:30.