

## Advisory Group & Secretariat meeting

Wednesday, 24 March 2021  
15:00 to 16:00  
Online meeting

### Meeting notes - confirmed

#### Attendees - Advisory Group

Richard Ballerand  
Dave Chuter  
Jo Gumbs  
Sarah Markham  
John Marsh  
David Snelson  
Richard Stephens  
Pete Wheatstone

#### Attendees - Secretariat

Emily Boldison  
Chris Carrigan  
Alison Stone

#### Welcome, housekeeping and apologies

Chris welcomed attendees, thanking them for their time. The meeting etiquette was agreed upon.

#### Work programme - for review, discussion & decision

Alison presented the draft work programme for 2021 and asked for the Advisory Group's input to prioritise the items.

A round-up of feedback from the Advisory Group:

- Overall it was felt that the work programme required more detail; supporting information for each item along with information about the resources required for each item.
- Recognising the resource limitations, we need to strive for quality, rather than quantity.
- It's important to take into account the capacity of the Advisory Group as well as the Secretariat i.e. for event attendance representing use MY data.
- What are we doing internally and externally - for the coming year it will be most important to focus externally, influencing other organisations and joining national conversations.
- This year is not the time to do another round of Advisory Group recruitment or focus on Membership expansion (as that could and should come via our external focus).
- Advisory Group Members can do pieces of work individually, as well as working collectively.
- We could use our consultation responses to create a set of position statements and then use these to engage with our Members, encouraging them to take use MY data's work forward.
- We should perhaps be more discerning about the consultations we respond to as an organisation and encourage Members to respond directly, using the position statements as a basis.

## **DECISION**

- We should have an external rather than internal focus for the rest of this year. A key way of doing this is to create a set of position statements, which we will encourage our Members to use. The position statements should be between three and five in number. The Secretariat will present a list for the Advisory Group's review and prioritisation. Once we have the confirmed list, the Secretariat will seek volunteers from within the Advisory Group, to work on/define the statements.

## **ACTION**

- **Chris & Alison** - To compile the potential position statement topics and circulate to the Advisory Group.

## **Any Other Business**

### **Using a shared drive for documents**

Chris has been testing a shared drive system, for the Advisory Group to use when providing feedback on documents. All agreed this was a good way forward and would also reduce email traffic. There have been some access difficulties with using OneDrive as the mechanism, so Chris will try using Google Docs and proceed with setting up the system.

## **ACTION**

- **Chris** - Complete setting up the shared drive review system for the Advisory Group.

### **Webinar schedule**

Emily presented proposed dates for the webinars and topics, which were reviewed briefly. Emily will circulate the topics to the Advisory Group in a poll format, to receive direction on which topics to take forward. Additional suggestions from the Advisory Group are invited.

The proposed dates are: 12 May, 14 July and 10 September.

### **Potential topics:**

- Patient data access & use in different parts of the UK
- How those who aren't healthcare providers e.g. industry and charities, use patient data
- A researcher's journey to obtaining patient data - to include different types of research and differences across the UK.

## **ACTION**

- **Emily** - Circulate a poll to the Advisory Group, to ascertain preferred webinar topics.

### **Public Health England's consultation on its direction of travel**

Public Health England (PHE) is consulting on direction of travel and the consultation closes at the end of Thursday, 25 March. Chris is working on this with another organisation but asked if Advisory Group Members wished to contribute. Members requested sight of the draft response.

## **ACTION**

- **Chris** - Circulate the draft response to PHE's direction of travel consultation, to the Advisory Group.

## **Date of next meeting & goodbyes**

Meetings will take place online on the following dates:

- Wednesday, 21 April, 15:00 to 16:00
- Wednesday, 19 May, 15:00 to 16:00
- Wednesday, 23 June, 15:00 to 16:00.

Dates to be set:

- July - Set an online meeting date, for one hour
- August - We will not meet, due to the holiday period
- September - If COVID-19 circumstances permit we will meet in-person, with the option to also join online.

Alison brought the meeting to a close, thanking attendees for their time and contributions.