



## NATIONAL JOINT REGISTRY STEERING COMMITTEE

### MINUTES

<b>Meeting:</b>	NJR Steering Committee			<b>Date: Monday 15 July 2019</b>
<b>Location:</b>	Burroughs Meeting Room, Wellcome Trust, 183 Euston Road. London. NW1 2BE			
<b>Members Present:</b>	Laurel Powers-Freeling	LPF	Chairman	
	Tim Wilton	TW	NJR Medical Director	
	David MacDonald	DM	Independent Healthcare Sector Representative	
	Gillian Coward	GC	Patient Representative	
	Robin Brittain	RB	Patient Representative	
	Prof Karen Barker	KB	Allied Health Professional	
	Prof Mark Wilkinson	MW	Public Health & Epidemiology	
	Rob Hurd	RH	NHS Trust Management	
<b>Co-Opted Members:</b>	Prof Phil Turner	PT	President, BOA	
	Khalid Razak	KR	Medicines and Healthcare Products Regulatory Agency (MHRA)	
	Robin Rice	RR	Welsh Government Representative	
<b>Attendees:</b>	Elaine Young	EY	Director of Operations, NJR	
	Jane Ingham	JI	CEO, HQIP	
	Chris Boulton	ER	Deputy Director of Operations, NJR	
	Deirdra Taylor	DT	Assoc. Director of Communication & Stakeholder Engagement, NJR	
	Mike Whitehouse	MW	University of Bristol [LOT 2]	
	Mike Swanson	MS	NJR Principal Consultant, Northgate [LOT 1]	
	Richard Armstrong	RA	Head of Health Solutions, Northgate [LOT 1]	
	Andrew Martin	AM	NJR Operations Manager (Performance)	
	Nikky Ehinlanwo	NE	Executive Assistant, NJR <b>[Minutes]</b>	
<b>Apologies</b>	Jeff Stonadge	JS	Industry/ABHI	
	Sandra Lawrence	SL	Industry/ABHI	
	Andy Smallwood	ASm	NHS Procurement	
	Prof Mike Reed	MR	Orthopaedic Surgeon	
	Prof Amar Rangan	AR	Orthopaedic Surgeon	
	Prof Andrew Price	AP	University of Oxford [LOT2]	
	Prof Tim Briggs	TB	Chair, Getting It Right First Time (GIRFT); National Director of Clinical Improvement for the NHS	
	Prof Ashley Blom	AB	Head of Translational Health Sciences, University of Bristol [LOT 2]	
	Matthew Porteous	MP	Chair, Regional Clinical Coordinators & Data Quality Committees	
	Peter Howard	PH	Orthopaedic Surgeon	

REF.	ITEM	ACTION
1	<p><b>Welcome and Apologies for Absence</b> LPF welcomed Andrew Martin, new management team member, attending the meeting as part of his induction programme and noted apologies as listed above.</p>	
2	<p><b>Declarations of Interest [DOI]</b> Mark Wilkinson advised on his new position on the NICE committee developing guidelines for treating osteoarthritis</p>	
3	<p><b>Minutes of the Previous Meeting</b> The minutes from the last meeting held on 26<sup>th</sup> April 2019 were approved.</p>	
4	<p><b>Business Update</b> The business activity update provided by EY was noted by members as follows:  <u><b>ITEM 14: Validation of pricing data by Industry</b></u> RA reported on the validation of pricing data by industry, noting this development was now completed and some prices had been sent to the first tranche of manufacturers to validate. A response was currently awaited to confirm the pricing, but if manufacturers found errors, these would be reported back to the respective trust for consideration and correction (manufacturers being unable to amend pricing directly).  <b>Action: Report manufacturers feedback to next NJRSC.</b></p> <p><u><b>ITEM 17: NJR Benefits Schedule</b></u> EY reported on the NJR benefits and value for money project, noting that a working group was to be convened to take this forward. Membership would include NJRSC/NJRMT members and an initial meeting was planned for August. It was agreed that an update would be provided to NJRSC in October.  <b>Action: Provide further update to NJRSC in October.</b></p> <p><u><b>ITEM 18: Dr Foster – ‘My practice’ Surgeon Platform – links with NJR Systems</b></u> CB reported on the links with NJR Systems and Dr Foster. It was noted that Martyn Porter had undertaken initial work on this but there had been no further contact from Dr Foster. Reviewing previous work, AP recommended that engagement with NHSI around the National Clinical Improvement Programme (NCIP) might be a better immediate priority. A meeting with NHSI was to be arranged with TW, AP and CB to attend. JI recommended TW speak to Danny Keenan (MD, HQIP) in advance, to see if HQIP/NJR work could be tied in together with NHSI work and Dr Foster.  <b>Action: Arrange meeting with NHSI to discuss how NJR work could link to NHSI outputs.</b></p> <p><u><b>ITEM 20: ISAR – International Prosthesis Library (IPL)</b></u> EY reported back on the IPL and involvement of NJR. Work was on-going to agree the working relationship and industry population of the respective component databases but further work needed to be done. Once work was completed further update would be brought back to NJRSC.</p> <p><u><b>ITEM 21: NJR Long Term PROMS</b></u> Referring to agreement that the NJR long term PROMS data be transferred to Bristol, it was noted that the data had still not been received from Alex McGregor (AM). Members agreed NJR required an undertaking from AM to confirm he no longer had NJR Data and this would need to be formally documented.  <b>Action: CB to send formal notification to AM advising of requirement to destroy data</b></p>	<p>RA/SL/JS</p> <p>EY/CB/AP</p> <p>CB/AP/TW</p> <p>MW/PH/RA /EY</p> <p>CB</p>

5	<p><b>BOA/TORUS Meeting</b></p> <p>LPF reported on the recent NJR meeting with Stephen Powis (SP) in May, noting that he had reviewed all the NJR documents submitted ahead of meeting and gave detailed feedback during the session. This had included the suggestion of further analysis on the total volume of procedures undertaken by the TORUS registries and providing greater clarity around associated costs to demonstrate value for money. LPF confirmed that the feasibility paper had now been updated and would be sent to SP.</p> <p>Noting that Prof. Briggs had suggested arranging a meeting with the Secretary of State, SP had suggested that an earlier meeting with Hugh McCaughey, NHSI, would be beneficial and he had offered to make an introduction on behalf of the NJR which would be followed up. JI also recommended contacting Dr Adrian Flower, NHS Director of Patient Safety, in order brief him and align the NJR/TORUS work with Patient Safety.</p> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>a) <b>Circulate amended feasibility report to SP</b></li> <li>b) <b>Follow up on a meeting with Hugh McCaughey (NHSI)</b></li> <li>c) <b>Follow up on contact with Adrian Flower, Patient Safety</b></li> </ul>	EY/LPF EY EY
6	<p><b>Scan for Safety [S4S] Update</b></p> <p>An update report on S4S work was received from RA. It was noted that the work was in two parts as follows;</p> <ul style="list-style-type: none"> <li>a) <u>Part 1</u>- the pilot which had been rolled out at Derby Hospital. This had been funded by NHSI with Andy Crosbie from MHRA overseeing the work. RA reported that testing was going smoothly and Derby were reporting back on issues in order to help NJR/S4S to apply validation on both systems; and</li> <li>b) <u>Part 2</u>-The user interface [or app] which could be used without the involvement of the local IT Department.</li> </ul> <p>EY questioned whether NJR RCCs who had expressed an interest in working on S4S, had been invited to meetings in order to represent and keep the NJR sighted. RA confirmed that he would contact the S4S team to ensure NJR RCCs were invited. Concerns were raised by members on progress against HSIB recommendations. Whilst NJR had discharged its actions associated with recommendations, progress on a number of other recommendations was less clear. It was agreed that a paper would be produced for NJRSC review and also that an implementation plan was required. While it was agreed this was a good initiative, RH advised that a robust communications plan was required to support the work to ensure that Trusts were engaged.</p> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>1. <b>Develop proposal on how S4S/NJR API system would work for NJRSC review</b></li> <li>2. <b>Ensure that RCCs were involved in future S4S meetings</b></li> <li>3. <b>Formal implementation and communications plans to be developed</b></li> </ul>	RA RA RA/DT
7 7.1	<p><b>NJR IT Platform</b></p> <p><b>Update on Alpha Phase and Timetable</b></p> <p>RA reported on current work being undertaken on the NJR IT Platform Alpha Phase. The work which was commissioned in January 2019, involved the NJR platform moving to an open cloud platform environment. making the platform more user-friendly and reflecting the strategic requirements of the NJR as follows:</p> <ul style="list-style-type: none"> <li>a) Be cloud deployed/deployable;</li> </ul>	

7.2	<p>b) Have no technology vendor lock in-i.e. systems to be portable to different suppliers at the end of the contract period;</p> <p>c) Enable use of open source/third party components;</p> <p>d) Provide flexibility for future change at lower cost i.e. changes to MDS or NJR feedback systems;</p> <p>e) Provide a generic model that can be configured to allow take-on of new registries –sharing a common platform; and</p> <p>f) Enable integration with other healthcare data sets and services through adoption of data standards where these exist.</p> <p>Members had a detailed discussion on how the platform would be used and were reassured the data would not be stored outside the UK; and on issues around requirements and intellectual property, noting that NJR would ultimately have ability to run the system on any platform they choose.</p> <p>It was agreed that a prototype of the platform would be launched at the BOA in order to engage surgeons and receive feedback on usage.</p> <p><b>Action: Platform to be ready/tested at BOA conference in September 2019.</b></p> <p><b>Proposal for the Beta Phase – To approve iteration 1 &amp; associated cost</b></p> <p>RA reported on the Beta Phase, noting that this phase would not start until the alpha phase was completed and approved. LPF raised concern around the associated cost for the Beta phase work and requested an independent evaluation [as per Lot 1 contract terms] in order to validate this and ensure the project represented value for money.</p> <p><b>Action: Paper to be presented at NJREC for sign off of Iteration 1 pending confirmation from an independent assessment that costs were value for money.</b></p>	<p>RA</p> <p>RA/NJRMT</p>
8	<p><b>2019/20 Annual Plan Q1 Update</b></p> <p>CB reported on the annual plan progress for Q1 as follows:</p> <ul style="list-style-type: none"> <li>• <b>Red Status Item</b>-Currently one deliverable (HES data sublicensing) had red status which would be delivered later in this year;</li> <li>• <b>CAG</b>- Feedback was awaited from RNOH patient group on support for data quality audit flows;</li> <li>• <b>Patient Decision Aid</b>-A temporary delay due to contracting issues was expected to be resolved by end Q2;</li> <li>• <b>NJR Regional Events</b> – Ongoing as planned; and</li> <li>• <b>NJR Management Team Structure</b> – x2 new Associate Director’s now in post and recruitment ongoing for an Operational Manager and Design and Communications Manager.</li> </ul>	
9	<p><b>NJR Risk Register</b></p> <p>CB updated members on the current top 5 recorded risks. He noted:</p> <ol style="list-style-type: none"> <li>a) The high risk related to reliance on external IG approvals, that was currently difficult but likely to reduce in future quarters; and</li> <li>b) Risk related to reputational damage of incorrect reporting of data that were re-scored in light of recent near-misses. Meetings were to be held with Lot 1 and Lot 2 to discuss data assurance processes across the NJR.</li> </ol>	

10.	<p><b>Finance Report Q1 [1<sup>st</sup> April – 30<sup>th</sup> June 2019]</b>  EY gave an overview on the Q1 financial position highlighting that Trust subscription income was 11% higher and supplier income 82.5% higher, than projected for the period and overall expenditure was 18.6% less than budgeted.</p> <p>LPF requested greater detail on budget income/expenditure and a three-year budget projection</p> <p><b>Action: Further discussion on a detailed budget report and three year plan to take place at NJREC.</b></p>	EY/LPF
11. 11.1  11.2  11.3  11.4 11.4.1  11.4.2  11.4.3  11.5  11.6  11.7  11.8	<p><b>Update from the NJRSC Sub- Committees</b></p> <p><b>Executive Committee</b>  Draft minutes of the meeting held on the 13<sup>th</sup> May were received and noted.</p> <p><b>Medical Advisory Committee</b>  The minutes of the MAC held on the 5<sup>th</sup> May were received and noted.</p> <p><b>Data Quality Committee</b>  <b>Action: Minutes of the meeting held on the 1<sup>st</sup> July would be circulated</b></p> <p><b>Editorial Board</b>  <b>Meeting-22<sup>nd</sup> May</b>  Draft minutes of the meeting held on the 22<sup>nd</sup> May were received and noted</p> <p><b>Meeting 4<sup>th</sup> July</b>  On behalf of the EB Chairman, DT gave a verbal update noting that:</p> <ul style="list-style-type: none"> <li>• The Annual Report was currently being finalised, with further discussion to be concluded around the issue of Level 2 outliers to complete;</li> <li>• A meeting was being convened for the Autumn to discuss Bristol data going into the online report.</li> </ul> <p><b>BOA Programme Update</b>  DT reported that the programme for the NJR Session had been agreed and arrangements for the NJR stand and presentations was ongoing.</p> <p><b>Research Committee</b>  Draft minutes of meeting held on the 17 June were received and noted.  MW gave an update on meeting held 17 June, noting that: a) a new NJR Fellow, Toby Jennison, had been appointed, b) an update on NJR PROMS had been reported c) MW was leading discussions with NHSD on the potential NJR role in future national PROMS collection, d) an annual research programme of four projects had been agreed and e) that NJR representatives had been appointed to report progress to RC meetings.</p> <p><b>Regional Clinical Coordinators Committee</b>  CB gave an update on meeting held 22 May, noting that: a) Data Quality Audit, implant performance methodology and TORUS progress, had been reported and b) committee roles for RCC members had been discussed.</p> <p><b>Surgical Performance Committee</b>  The Chairman was not present to provide a verbal update.</p> <p><b>Implant Scrutiny Committee</b>  The Chairman was not present to provide a verbal update.</p>	NJRMT

	<b>Quarterly Statistics Report Q4 [1<sup>st</sup> January 2019 – 31<sup>st</sup> March 2019]</b> The quarterly statistics report Q4 was noted	
13	<b>Quarterly Management Report Q1 [1<sup>st</sup> April 2019 – 30<sup>th</sup> June 2019]</b> The quarterly management report Q1 was noted	
14 14.1	<b>Any Other Business</b> <b>NJR Title</b> MW reported on a meeting with ISAR/EFORT, where referring to the length of the NJR title, members enquired what NJR would be called if more territories joined. It was agreed that the NJR title should be reviewed. <b>Action: Review nomenclature of NJR as part of planned brand review programme</b>	DT
15	<b>Dates for next meetings in 2019/20</b> Thursday 24 <sup>th</sup> October 2019 Monday 13 <sup>th</sup> January 2020	