

Gosport Independent Panel

Minutes of the Panel Meeting

19 September 2017

Attendees:

Panel

Bishop James Jones (Chair, BJJ)
 Kate Blackwell (KB) – by phone
 David Hencke (DH)
 Duncan Jarrett (DJ)
 Jim Smith (JS)
 John Pounsford (JP)
 Deborah Sturdy (DS)
 Bill Kirkup (BK)
 Christine Gifford (CF)

Secretariat

Louise Dominian (Secretary, LD)
 Ken Sutton (KS)
 Tracy Ofeosi (TO)
 Andy Fitt (AF)
 Judy Joslin (JJ)
 Code A
 Peter Burgin (PB)
 Code A
 Stanley Tan (ST)
 Code A

	Agenda Item	Summary of discussion	Actions
1.	Introduction and Welcome	The Bishop welcomed Ken Sutton, who will be joining the Panel as the senior lead on the Report and Disclosure.	
2.	Workstream Chapter Summaries Panel Members Only GIP/Paper 33.1.	The Panel agreed deadlines for the completion of the first drafts of the individual Chapters in the Report. A note on the discussion of the Chapter summaries was shared with Panel Members and Workstream leads.	
3.	Review of Report Structure – Chapter headings Panel Members Only GIP/Paper 33.2.	The Panel agreed changes to the structure of the Report.	
4.	Minutes of 18 July and matters arising	Panel members should ensure they are content with the minutes as recorded. The Panel minutes will eventually form a public record. The minutes of the Panel meeting on 18 July were agreed. A matter arising from the minutes of 18 July was discussed as part of the Access update below.	a) BJJ signed the minutes as a true record of the meeting

<p>5.</p>	<p>Engaging with families post disclosure and Tranche 2 discussion</p> <p>GIP/Paper 33.3</p>	<p><u>Individual Meetings with Families</u></p> <p>The Panel noted that individual meetings with families are part of the wider strategy on engaging with families post-disclosure. Families may raise the issue of what is going to be on offer for the individual meetings, Post disclosure arrangements, at October's Family Liaison Meeting.</p> <p>The Panel discussed a general approach to post disclosure meetings with families. They agreed to revisit more detailed proposals at a future Panel Meeting. This would include planning assumptions for Panel Members' commitment of time next summer.</p> <p>The Panel agreed that families will be informed about the offer of individual meetings. The Panel will revisit the options on the material for family post disclosure meetings.</p> <p><u>Tranche 2 discussion</u></p> <p>The Panel's Terms of Reference require it to "manage the process of public disclosure, initially to the affected families". Tranche 1 includes all families that were previously part of the police investigations and new families who have come forward since the start of the Panel's work with concerns about the care and treatment of their relatives. All families in full and partial contact with the Panel will be invited to the disclosure event, unless they have expressly opted out. The Panel agreed to cap Tranche 1 at its current number of 163.</p> <p>In Tranche 2, the medical records of patients who died at GWMH in the relevant period under review are being examined. There may also be families who come forward after disclosure whose relatives did not die in GWMH but were treated in the relevant time period.</p> <p>The Panel's Terms of Reference do not extend to tracing the families of the patients in the Tranche 2 cohort or handling disclosure to those family members who come forward after publication.</p>	<p>b) JJ to bring more detailed proposals on individual meetings with families to a future Panel meeting.</p> <p>c) BJJ to discuss the transitional arrangements with the Department of Health.</p> <p>d) JJ and AF to arrange appropriate support for families to help them access documents on the Panel's website after the individual meetings.</p>
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6.	Access Update GIP/Paper 33.4	<p>The Panel noted the update on returns, redactions and specific issues relating to a few stakeholder organisations in the paper.</p> <p>A supplier has been appointed to develop the website; Code A will deliver a short presentation to the Panel at November's meeting.</p> <p><u>Matter arising – access to Portsmouth Trust's Clinical Risk Committees material/minutes between 1993 and 1998</u></p> <p>The Panel noted that corporate papers, including material/minutes from the Portsmouth Healthcare Trust's Clinical Risk Committees between 1993 and 1998 do exist. The Panel agreed the Bishop will write to the relevant individuals to check whether the material can be located.</p> <p>The Panel noted that it will mention the materials and the efforts to locate them in the Final Report if the documents are not located.</p>	<p>f) PB to arrange for a letter from the Bishop to relevant individuals to help locate the Portsmouth Healthcare Trust's Corporate Papers.</p>

7.	Family Update and Disclosure GIP/Paper 33.5	<p><u>Press Activity</u></p> <p>The Panel noted the newspaper coverage about Gosport War Memorial Hospital in the summer. The articles contained no new facts. A number of families had experienced multiple contacts from the press and this had caused them some concern. The Panel reiterated its commitment to no piecemeal disclosure. The Panel was updated on plans to secure a Press Officer to support the Panel.</p> <p><u>Update in new families who have come forward</u></p> <p>Three further families have come forward following the newspaper articles. The Panel is now in contact with families relating to 124 patients.</p> <p><u>Feedback from the July Family Liaison Meeting</u></p> <p>The level of attendance was slightly higher than at the April meeting. Families were told that disclosure would be in May or June next year and that after considering a number of venues the Panel had decided that Portsmouth Cathedral came out as the strongest option. Families have been sent the dates that the Panel are holding for disclosure.</p> <p>Families expressed support for Portsmouth Cathedral; however concern was expressed over transport arrangements including parking. The options for transport are currently being scoped and will be set out at the October Family Liaison meeting and tested in a short questionnaire to families after October's Family Liaison meeting.</p> <p><u>Family Liaison Support Group</u></p> <p>The Panel offered to assist discussions about a Family Support Group whilst explaining the independence of families from the Panel.</p> <p><u>October's Family Liaison Meeting</u></p> <p>The main agenda items are set out in the Family Update and Disclosure Paper 33.5. The Panel agreed the Family Liaison Sub Group will attend October's Family Liaison Meeting.</p>	
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8.	<p>High Level Plan</p> <p>Stakeholder Document Review Report and Annex GIP/Paper 33.6</p>	<p>The High level plan will be reshaped to reflect the Panel's work in the three main areas - Report, Disclosure and Website. The Panel noted that resource requirements for the current year and for 2018/2019 are being reviewed.</p>	
9.	AOB	None	

Code A

