

# Gosport Independent Panel

## Minutes of the Panel Meeting

### 25 April 2017

**Venue** Wellington House, London, SE1

**Present**

**Panel**

Bishop James Jones (Chair, Gosport Independent Panel, BJJ)  
 Kate Blackwell (KB)  
 Christine Gifford (CG)  
 David Hencke (DH)  
 Duncan Jarrett (DJ)  
 Bill Kirkup (BK)  
 Jim Smith (JS)  
 John Pounsford (JP)

**Secretariat**

Louise Dominian (Secretary, LD)  
 Tracy Ofeosi (TO)  
 Peter Burgin (PB)  
**Code A**  
 Andy Fitt (AF)  
 Leila Ghahhary (LG)  
**Code A**  
 Judy Joslin (JJ)

**Code A**  
 Sarah Wishart (SW)  
 Stanley Tan (ST)

**Code A**

**Apologies**

Deborah Sturdy (DS)

|    | Agenda Item  | Summary of discussion   | Actions  |
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| 1. | Introduction and Welcome                               | The Chair welcomed everyone to the meeting. The Panel received apologies from Deborah Sturdy.   |  |
| 2. | Minutes of 21 March Panel meeting and matters arising. | Panel members should ensure they are content with the minutes as recorded. The Panel minutes will eventually form a public record.<br><br>The minutes of the Panel meeting on 21 March were agreed, subject to DH bureaucracy being discussed by Panel members in the afternoon session of the Panel's meeting with an addendum to the minutes agreed at May's Panel meeting. | a) BJJ signed the minutes as a true record of the meeting. |

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| 3. | Family Liaison Update<br>GIP/Paper 28.1 | <p><u>Family engagement</u></p> <p>To date (as of 25 April) the Panel is in contact with families relating to 122 deceased patients – 2 more families who were involved in Operation Rochester have recently come forward.</p> <p>The Panel was updated on family engagement. Annex A in Paper 28.1 sets out the current position. The Panel noted the work to contact family members has concluded.</p> <p><u>April’s Family Liaison Meeting</u></p> <p>More families are expected to attend April’s Family Liaison Meeting - over 70 family members. The main item on the agenda is the verbal presentation to families of the thematic family issues by the Chair.</p> <p>The Panel discussed the forth coming General Election and its impact on the Panel’s business. The Panel noted that an incoming administration is not bound by its predecessor’s decisions although it was unlikely to reverse the decision to have a Gosport independent Panel. The Chair will explain to families his intention to meet the new incumbent Minister responsible for Gosport (if applicable) as early as possible to discuss the moral imperative for continuing with the work of the Panel. Panel members and the Secretariat were reminded to be circumspect about any discussions relating to Gosport outside the secure Panel controls.</p> <p><u>Disclosure</u></p> <p>The Panel noted the disclosure day proposals in Annex C. The Panel noted that there are no suitable venues in Gosport. Seven possible venues have been identified and two of them are in Portsmouth. The Panel, based on Hillsborough, noted the importance of a venue offering a sense of dignity, such as the Cathedral. Detailed timing of disclosure will need to take account of the Parliamentary timetable.</p> | b) TO to arrange a meeting between the Chair and the new Minister. |

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|   |  | <p>A paper will be brought to May's Panel meeting on the strategic disclosure decisions that need to be made. The Panel noted that individual meetings will not take place with families on disclosure day however individual slots will be offered after Disclosure day. The Panel noted it will need to agree the format and content of the individual disclosure process.</p> <p>The Panel discussed how it could enable the families to form and express a view on what is in the final report. The Panel agreed that the Chair, DH and LD will meet the previous Hillsborough Press Officer, Jon Tunney, to discuss how to support families.</p> <p>The Panel noted that at the proposed post-election meeting with the Minister it is intended to secure agreement that the disclosure of the Panel's final report will be on par with Hillsborough. A strategy will be developed following the meeting with the Minister if a commitment is not given by the Minister.</p> <p>JJ to update the Panel in June on progress to secure a potential venue.</p> <p><u>Gosport War Memorial Hospital (GWMH) visit</u></p> <p>The Panel agreed KB will act as the lead to coordinate the group during their visit to GWMH on 26 April. The Panel noted the group will introduce themselves as members of the Panel to avoid any confusion about the purpose of the visit which is to help contextualise the Panel's work.</p> <p>The Panel noted that reactive press lines had been prepared in anticipation of any likely press interest and these would be cleared with DH.</p> | <p>c) JJ and TO to prepare a paper for May's Panel on the disclosure strategy and related decisions.</p> <p>d) TO and JJ to arrange a meeting between the Chair, DH, LD and the previous Hillsborough Press Officer to discuss how to support families during the disclosure process.</p> <p>e) JJ to update the Panel in June on progress to identify a suitable venue.</p> <p>f) TO to clear the reactive press lines on the visit to GWMH with DH.</p> |
| 4 | Access Workstream Progress Report GIP/Paper 28.2 | <p>The Panel was updated on outstanding issues with a small number of stakeholder organisations. Redaction of material continues in most organisations.</p> <p><u>Crown Prosecution Service (CPS)</u></p> <p>The Panel noted that additional information is required from the CPS and from David Perry, QC.</p>  | <p>g) CG to write to David Perry QC to acknowledge his letter and to request further information.</p>   |

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|  | <p>The Panel agreed CG will write to David Perry to acknowledge his letter to the Chair and to request further information.</p> <p><u>General Medical Council (GMC)</u></p> <p>The review of GMC Legal Professional Privilege (LPP) material is complete. The GMC is considering the Panel’s request for some of the LPP material. The GMC is responding to the Chair’s letter.</p> <p><u>The Medical Defence Union (MDU)</u></p> <p>The Panel noted it had exhausted all avenues to secure material from the MDU.</p> <p><u>Hampshire Police Constabulary (HC)</u></p> <p>The Panel noted it was awaiting a response from HC on outstanding information. The Panel agreed that a second meeting or a letter may need to be arranged between the Chair and the Chief Constable of Hampshire to update her on outstanding issues, depending on progress.</p> <p><u>Portsmouth Healthcare Trust</u></p> <p>Portsmouth Healthcare Trust has been cooperative on the arrangements for considering redaction of documentation.</p> <p><u>Certification of search and disclosure to the Panel</u></p> <p>The Panel agreed to start the process of requiring organisations to certify the diligence of their search and that material the Panel is unaware of has not been withheld by the organisation.</p> <p><u>The deadline for material – 31 July 2017</u></p> <p>The Panel noted it does not expect a huge swathe of material coming in for uploading onto Relativity before then.</p> <p><u>Website</u></p> <p>The Panel discussed the huge risk to the Panel’s timeline for delivery due to the onerous approval process for digital projects and poor communication within DH digital and GDS Cabinet Office. The “alpha” website approval stage needs to be repeated. This has arisen from a failure by the DH digital team to coordinate the</p> | <p>h) AF and CG to agree ahead of May’s Panel meeting whether a meeting is required.</p> <p>i) AF and CG to initiate the certification of search and disclosure certification with stakeholders and organisations.</p> |
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|    |   | <p>website “alpha” approval stage with Cabinet Office. The Panel will be informed on 17 May whether it has passed the “alpha” stage requirements. If the response is negative, the Panel agreed the Chair will speak to William Vineall (WV) on 18 May to resolve options to mitigate the risk to the Panel’s delivery deadline. The Panel noted that briefing will be prepared for the Chair’s discussion with WV.</p> <p><u>Relativity</u></p> <p>The Panel was asked to note that Relativity contains a function which allows users to flag relevant documents to be used in the Final report.</p> <p>The Panel noted the number of documents on Relativity. The number of pages for review has reduced this month due to the process of marking documents as out-of-scope. However, there still appears to be a considerable amount of work to get through.</p> | <p>j) ST and TO to arrange a telephone conversation between the Chair and WV if required.</p>   |
| 5. | <p>Highlight Report and High level plan<br/>GIP/Paper 28.3.</p> | <p>This was covered within the Workstream updates in items 3-7 above.</p> <p>The Panel noted the August Panel meeting will not be held. Panel members could use that time in August to draft their sections of the Report.</p> <p>The Panel noted WV will be invited to attend a post Panel meeting on May 23 with the Chair and any Panel members who wish to join.</p> <p>The Panel noted the milestones in the scrutiny strand – Review of all stakeholder material and research and analysis completed - will be deleted and new milestones will need to be agreed.</p>   | <p>k) LD and TO to arrange for WV to attend a post Panel meeting on 23 May.</p> <p>l) To to amend the High Level Plan to reflect the changes.</p> |
| 6. | <p>Forward Look<br/>GIP/Paper 28.4.</p>                         | <p>The Panel noted that preliminary planning has been done for 2018 Panel meeting dates. The dates will be shared once finalised.</p>   |   |
| 7. | <p>AOB</p>  | <p>The Panel noted it has a unique status as it is funded by, but independent from government and this position involves ongoing negotiations to get the balance right and address any challenges. The Panel has a greater purpose in finding the answers for families than responsibility to the Department of Health but it</p>   |   |

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|    |   | was not always clear that DH either acknowledged or acted in recognition of that independence. There were a number of outstanding issues to which it was felt satisfactory responses had not been received.  |   |
| 8. | Review Workstream Progress Report GIP/Paper 28.5. | <p>The Panel discussed the emerging findings from the Review Workstream and agreed the following:</p> <p><u>Prescribing</u></p> <p>That the extraction of data from the Controlled Drugs Register (CDRs) has revealed gaps including patients within Tranche one that appears to have no CDR records.</p> <p><u>Clinical practice</u></p> <p>That JS and JP will discuss the management of the Tranche two (T2) patient records, which will include a search for the named T2 patients against the CDRs currently held.</p> <p>That JP and DS will consider and devise a reduced template for the Tranche two patients (currently numbering circa 1800). The Panel agreed the work will commence in early May.</p> | <p>m) JS to arrange a search for the missing CDR records/data</p> <p>n) JS and JP to discuss the management of the Tranche two patient records and arrange for a search for Tranche two patient records in the CDRs.</p> <p>o) JP and DS to consider and devise a reduced template for the Tranche two patient records.</p> |