

# Gosport Independent Panel Minutes of the Panel Meeting 09 June 2015

Venue Wellington House, London, SE1

## Present

### Panel

Bishop James Jones (Chair, Gosport Independent Panel, BJJ)  
Colin Currie (CC)  
Christine Gifford (CG)  
Duncan Jarrett (DJ)  
Jim Smith (JS)  
Deborah Sturdy (DS)  
David Hencke (DH)  
Bill Kirkup (BK)  
Kate Blackwell (KB)- Panel Member designate

### Secretariat

Sarah Armstrong (SAr)  
Peter Burgin (PB)  
Louise Dominian (Secretary, LD)  
Andrew Gazzard (AG)  
Judy Joslin (JJ)  
Tracy Ofeosi (TO)  
Sarah Wishart (SW)

**Code A**

	Agenda Item	Summary of discussion	Actions
1.	Introduction and Welcome	The Bishop welcomed the legal Panel member designate, Kate Blackwell QC, and the new members of the Secretariat to the meeting. They introduced themselves and explained how they would contribute to delivering the Panel's Terms of Reference. The Bishop acknowledged that the Panel and Secretariat were being strengthened with the new members.	

	Agenda Item	Summary of discussion	Actions
2.	Minutes of 12 May Panel meeting and matters arising	<p>Formal approval of the minutes of the previous meeting is required as the Panel minutes will eventually form a public record. Panel members should ensure they are content with the record.</p> <p>The minutes of the Panel meeting on 12 May were agreed with no amendments.</p>	a) BJJ signed the minutes as a true record of the meeting.
3.	<p>Family Liaison</p> <p>July's Agenda and Communications Plan</p> <p>GIP/Paper 9.1</p>	<p><u>July's Agenda and engagement of families</u></p> <p>Margaret Aspinall, the Chair of the Hillsborough Family Support group has agreed to speak to families and the Panel in July to share her experience of working with the Hillsborough Independent Panel and to increase families' understanding of the process.</p> <p>A significant number of families (70%) have responded and signed the letter authorising organisations to disclose documentation they hold concerning their relatives to the Panel.</p> <p>The feedback from families on Panel engagement supports the current arrangements for meetings and no changes were proposed.</p> <p>More families, previously unknown to the Panel have come forward since the last Family Liaison meeting. Some of the new families were referred to the Panel by families already known to the Panel.</p> <p>The Secretariat is exploring options for a new venue for Family Liaison meetings. It is hoped that a new venue will be found this summer.</p> <p><u>Communications Plan</u></p> <p>The proposed advert to encourage new families to come forward will feature in newspapers and wider media channels from the end of July onwards.</p> <p>Some reporters have followed the events at Gosport for over 20 years. Arrangements will be made to engage them on the proposals for the Chair's media activity.</p>	<p>b) JJ to change the title of Item 5 of the agenda for the Family Liaison meeting to read "Holding people to account"</p> <p>c) JJ to amend the draft advert: –</p> <ul style="list-style-type: none"> <li>- it should invite "everyone" who had concerns about events in Gosport and there should be a reference to documentation of concerns being made in the past.</li> <li>- to emphasise that the Panel was set up by Parliament</li> <li>- The word "historic" should be included, and.</li> <li>- Clear assurance of confidentiality should be included in the advert.</li> </ul> <p>d) JJ to prepare a script for the Chair's use for the proposed media interviews.</p> <p>e) JJ to work with DH Press Office on the media communication plans to facilitate</p>

	Agenda Item	Summary of discussion	Actions
			the engagement of the ITV and BBC journalists who have previously reported on the events at Gosport
4.	Research, Analysis and Investigation (RAI) - Progress Report GIP/Paper 9.2	<p>Work is being progressed on the pilot themes: the analysis of death certification, the analysis of key documents from Hampshire Police and scoping the criteria for inclusion of individual cases in the Panel's work. The RAI Team will meet Panel members to discuss the Comparative Analysis Document. The outputs from these meetings will feed into a panel workshop.</p> <p>The "What do we know about" series of paper will be integrated into the mainstream RAI strand, wherever possible.</p> <p>It was confirmed that a similar approach to RAI was relevant to working with documentary materials as with interviewing individuals.</p>	f) SW, <b>Code A</b> to track the key lines of accountability through the different stages of treatment and care of the patients during the relevant period.
5.	Access Workstream - Progress report GIP/Paper 9.3	<p>There are now 92 names of organisations/individuals on the Access workstream and a significant amount of material is expected from them, which will then be catalogued and digitised. Organisations are being told they are not being interviewed.</p> <p>The Portsmouth Coroner handed over material to the Panel. Hampshire Police are discussing their material in June. They might waive legal professional privilege. Ongoing dialogue continues with organisations around the state of material, which is being worked through to resolve.</p> <p>The Relativity data base is now complete. The first death certificate has been received and will be catalogued by Merrill. More cataloguers are being recruited and are expected to start work in July.</p>	
6.	Briefing on Morecambe Bay GIP/Paper 9.4	The Panel was briefed on the characteristics of the Morecambe Bay Inquiry into stillbirths and neo natal deaths at Furness General Hospital. The problem of isolation was a significant factor at the Hospital and early signals raising	

	Agenda Item	Summary of discussion	Actions
		<p>concerns were ignored due to other pressing priorities. The system of clinical governance was rudimentary. The issue of who was in charge can be acute in isolated settings. The Inquiry had principles similar to the Gosport Independent Panel although there were some key differences. Families first, Independence thoroughness and no piece meal disclosure were also at the heart of the Inquiry.</p> <p>The Morecambe Bay Inquiry had family observers at meetings and interviews. Around thirty families kept in touch during the life of the Inquiry. It was a very diverse group. This meant the level of support families received varied. Families had a strong appetite for individual case feedback and were offered a follow up post publication meeting to help them understand the report findings.</p> <p>Reflections from the Inquiry around publication:</p> <ul style="list-style-type: none"> <li>- the Inquiry experienced intense social media attention.</li> <li>- Some families required one to one personal contact.</li> <li>- Warning letters and responses had to be prepared pre publication.</li> <li>- The Inquiry had to consider safeguarding vulnerable individuals, and pushed for sensitive handling to avoid leaks on final report publication day.</li> </ul>	
7	Opioids and other psychoactive drugs prescribed at Gosport GIP/Paper 9.5	<p>The Panel were briefed on the characteristics, therapeutic use, hazards and potential for misuse of opioids (preferred term for opiates) and the effects that opioids alone or in combination with other drugs can have on patients.</p> <p>The World Health Organisation introduced <i>'The analgesic ladder'</i> in 1986. This is a three step ladder approach important in pain management. It encourages the proper use of opioids and is widely used by professionals. It involves a logical process of escalating use of analgesics in response to patients' symptoms.</p>	g) <small>Code A</small> to work on the CAD creating a single patient record so when looking at Relativity it is possible to look at all the activity to get a complete picture of the patient.

	Agenda Item	Summary of discussion	Actions
		<p>Safe and effective use of opioids requires considerable skill on the part of health professionals and judgements about using opioids in patients can be difficult. Prescribed and administered appropriately with careful monitoring of patients' response they can transform comfort and wellbeing. Used inappropriately or carelessly they can be lethal.</p> <p>The Drug Cardex will be a valuable document to consider as part of the RAI work. The Drug Cardex relates to the record of prescription and administration of drugs.</p>	<p>h) SW, <span style="border: 1px dashed black; padding: 2px;">Code A</span> to include the analysis of the Drug Cardex as part of the RAI work.</p>
8	<p>Disclosure of sensitive personal data in medical records in the public domain GIP/Paper 9.6</p>	<p>As part of the Access work stream work organisations will be asked to consider information which they do not want to disclose in the public domain.</p> <p>Further thought is being given to specific information which could identify patients. This would have to be considered on a case by case basis. It is possible to have a scenario where some of the names of families are not included in the published report. The support for families post publication of the final report is important to make sure we honour their loved ones.</p>	
9.	<p>Highlight Progress Report and High level plan GIP/Paper 9.7</p>	<p>The new Department of Health Minister lead for the Gosport Independent Panel is Ben Gummer MP. He is the Parliamentary Under Secretary of State for Care and Quality.</p> <p>The Department of Health will brief him on the background to the Gosport Independent Panel, arrange a meeting between him and the Bishop in July and seek agreement to appoint the senior legal advisor to the Panel as a priority.</p>	
10	<p>Forward look GIP/Paper 9.8</p>	<p>Early planning for the informal Panel meeting on 14 September has started.</p> <p>The Panel will review "Towards the Emancipation of the Patient" by Charlotte Williamson" in July.</p>	<p>i) TO to send Panel members information about the informal meeting once the arrangements are finalised.</p>
11.	AOB	The meeting ended at 13.30 pm.	

Code A

*14/7/15*

