

Gosport Independent Panel Minutes of the Panel Meeting 20 March 2018

Attendees:

Panel

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

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
 Leila Ghahhary (LG)
 Code A

	Agenda Item	Summary of discussion	Actions
1.	Introductions	<p>The Bishop welcomed the Panel's new Press Secretary and everyone else to the meeting.</p> <p>The Bishop updated the Panel on his respective meetings with Jackie Doyle-Price MP, the Parliamentary Under Secretary of State in Department of Health and Social Care (DHSC) and Jonathan Ashworth MP, the Shadow Secretary of State for Health and Social Care.</p>	
2.	Minutes of 20 February Panel meeting and matters arising	<p>Panel members should ensure they are content with the minutes as recorded. The Panel minutes will eventually form a public record. The minutes were signed as an accurate record of the February Panel meeting. There were no matters arising.</p>	

<p>3.</p>	<p>Family Liaison Update and Disclosure GIP/Paper 38.1</p>	<p><u>February's Family Liaison Meeting</u></p> <p>The Panel noted that February's Family Liaison Meeting had the highest attendance, which reflects the fact that families were expecting it to be the last meeting and for the date of disclosure to be announced.</p> <p>The response to the announcement of the date of disclosure was positive.</p> <p>Families at the Family Liaison Meeting encouraged others to contact their MPs and a few have since done so. The Panel noted that the Bishop has written to MPs who may have constituent(s) in contact with the Panel, informing them about the Panel's work and the arrangements for the publication of the Panel's Report. Information on contacting MPs will be included in the note of the Family Liaison Meeting.</p> <p><u>Media Strategy</u></p> <p>The Panel noted the updated Media Strategy and agreed the objectives and tactics in Paper 38.1, subject to the following amendments:</p> <ul style="list-style-type: none"> • Insert the words "Exceptions to be agreed by the Chair" after the words "Decline any interview bids" in the second sub-bullet point. • Insert the words "while maintaining the independence both of the Panel and the families to establish and offer to" before the second bullet point beginning with the words "Build relationships with key regional journalists." • The second bullet point in the original list should be moved to the fifth bullet point. <p>The Panel agreed that the Panel's focus will be to secure wide press coverage and that it will avoid inadvertently entering into what could be perceived as an exclusive relationship with any journalist.</p>	<p>a) BS to update the Media Strategy to reflect the agreed Panel amendments.</p>
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		<p>Disclosure Planning</p> <p>The Panel noted the current position on disclosure planning as set out in Annex B of Paper 38.1</p> <p>The Panel discussed the timings and position of the items in the format of the day set out in Annex C of Paper 38.1.</p> <p>The Panel noted the information set out in the format of the disclosure day needs to be broader so that it includes other aspects of the day, including when the Report will be laid and when the statement about the Report will be made in Parliament.</p> <p>The Panel agreed the timing of the press slot and the lunch slot will be amended.</p> <p>The Panel noted that it will be transparent about the Parliamentary process for laying the Report and that it will be explained to families ahead of disclosure day.</p> <p>The Panel noted the security specifications and that it covers entry to the Cathedral and steps to ensure that any staff, from whatever source, have no previous involvement in the events at Gosport War Memorial Hospital.</p> <p>The Panel noted that for the Hillsborough Independent Panel, the Secretary of State for the Home Office wrote to the Speaker of the House to explain that the families' first principle was the rationale for laying the Report in Parliament in a different way. The Panel agreed to adopt the same approach and this will be arranged with DHSC officials.</p> <p>The Panel noted the principles and likely issues in the Stakeholder Communication Implementation Plan. The Panel discussed the approach for notifying Stakeholder organisations about the Report. The Panel agreed to consider the approach and process for sharing the Report at April's Panel Meeting.</p> <p>The Panel noted that stakeholders will want to know and will ask the Panel what happen after the Report's publication.</p>	<p>b) JJ to revise Annex C in Paper 38.1 (the format of disclosure day) so it is broader and reflects the Parliamentary and media aspects occurring on the day.</p> <p>c) JJ to arrange for points about the Parliamentary process to be explained by the Bishop at the informal meeting with families on 16 May.</p> <p>d) TO and LD to speak to DHSC about the Hillsborough precedent and ask them to adopt the same approach and arrange for a letter from the Secretary of State to the Speaker.</p> <p>e) JJ and TO to provide an updated Stakeholder Communications Plan, which will include the broader arrangements for disclosure day, at April's Panel Meeting.</p>
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4.	<p>Access and Website Workstreams Progress Report GIP/Paper 38.2</p>	<p>The Panel noted the update on redactions, volumes on Relativity and specific issues relating to key stakeholders in Paper 38.2.</p> <p>The Panel noted that its experience of accessing public documents demonstrates that information management is not being prioritised by stakeholders and this point will be made in the Report.</p> <p>The Panel noted it will be updated on the work to develop the website at April's Panel Meeting.</p>	<p>f) ST to arrange for a presentation on the development of the website at April's Panel Meeting.</p>
5	<p>Finalising the Report - Progress Report GIP/Paper 38.3</p>	<p>The Panel noted the progress and plans in Paper 38.3. The Panel was updated on plans for the "fact checking" process and progress on editing the draft Report chapters. The Panel noted that significant process has been made on the respective chapters.</p> <p>The Panel agreed to develop a statement which describes the fact checking process.</p>	<p>g) KS and KB to develop a statement which explains the "fact checking process".</p>
6.	<p>High Level Plan and Forward Look GIP/Paper 38.4</p>	<p>The High Level Plan shows the critical path through to disclosure day. The Panel noted that the completion of the major part of the report is due in Mid-April.</p>	
7.	<p>AOB</p>	<p>None.</p>	

Code A

24/4/18