

Gosport Independent Panel

Minutes of the Panel Meeting

23 May 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

None

	Agenda Item	Summary of discussion	Actions
1.	Introduction and Welcome	<p>The Chair welcomed everyone to the meeting.</p> <p>The Chair updated the Panel on the full and frank discussion with the Department of Health Sponsor Lead which included raising issues on the website and accommodation.</p> <p>The Chair updated Panel Member on progress and next steps to get the website up and running. Government Digital Services (GDS) approvals have held up the release of the advert to initiate the commissioning process. This approval was now forth coming and regular meetings at a senior level of all partners, including Christine Gifford would be held to ensure progress was maintained and there were no further delays throughout the life of the</p>	

		<p>project. The first meeting will be held in the week beginning 5 June and will cover the GDS assessment and a timeline covering the expectations from all parties.</p> <p>On accommodation, the position was under review and potential options would be forthcoming.</p>	
2.	<p>Review Workstream Progress Report</p> <p>GIP/Paper 29.1</p>	<p>There was a verbal update of salient points emerging from all the Review workstrands and an update on the preliminary cross-cutting work.</p> <p>The Chair summarised the salient points emerging from the Review strands indicating evidence of failure of practice across services.</p>	
3.	<p>Minutes of 25 April Panel meeting and matters arising.</p>	<p>Panel members should ensure they are content with the minutes as recorded. The Panel minutes will eventually form a public record.</p> <p>The minutes of the Panel meeting on 25 April were agreed, subject to the addendum below being noted and included under matters arising in May's Panel minutes.</p> <p><u>Addendum to April's Panel minutes</u></p> <p>The Panel noted concerns about the lack of discussions on the Department of Health bureaucratic influence on Panel and the delay or lack of updates to the issues below which were discussed at January, February and March's 2017 Panel meetings respectively.</p> <ul style="list-style-type: none"> • the time lag between the request for resources and the time it takes to secure them. • the inequalities created in the Department of Health contracting process. There are a number of examples but a pressing example was the change in HMRC rules (IR35) which was creating disproportionate disadvantage to certain Secretariat workers. It was noted that some members of the team had incorrectly received termination notices and formal resolution was not achieved before the legal deadline of 31st March 2017. • the significant concerns relating to the burdens DH bureaucracy, procurement of 	<p>a) BJJ signed the minutes as a true record of the meeting.</p>

		<p>resources and contractual arrangements placed on the Gosport Independent Panel's work and the influence this appears to exert over the conduct of the Gosport Independent Panel's work. There were many examples but two discussed that had a direct impact on delivery were i2 and the website. Devolved budgeting was proposed as essential.</p>	
4.	<p>Family update and Disclosure GIP/Paper 29.2</p>	<p><u>Family Engagement</u></p> <p>To date (as of 23 May) the Panel is in contact with families relating to 123 deceased patients – this figure includes an additional family who have recently come forward.</p> <p><u>April's Family Liaison Meeting</u></p> <p>62 family members, relating to 36 patients attended April's Family Liaison meeting. This is equivalent to the number of families attending January's Family Liaison Meeting. The Panel notes that they are not necessarily the same people.</p> <p>Approximately 60 families are now attending the Family Liaison Meetings on a regular basis. There are around 40 families who have never been to a meeting but this does not necessarily mean that they are not engaged. The Panel noted the high level of knowledge held by some families.</p> <p>The Panel noted that the families drew support from one another at the meetings in the absence of a formal support network.</p> <p>The Panel discussed the BBC Radio Solent interview with one family where the question of the Panels' independence was raised, along with the cost of the Panel. The BBC Radio Solent's comments were balanced.</p> <p>The Panel noted that the BBC used extracts from the Chair's statement in response to a request for comment from the BBC Radio Solent, prior to the actual interview.</p> <p><u>Disclosure Strategy</u></p>	

		<p>The Panel discussed the proposed Disclosure Strategy and the strategic decisions required from the Panel.</p> <p>The strategic decisions identified are:-</p> <ul style="list-style-type: none"> • How will the Panel set a provisional date? • When and how will Panel determine that it is ready to set the final disclosure date? • What will the criteria for invitation to the disclosure event be? • What format will individual meetings with families take? • How do we prepare families for disclosure and post -disclosure including the schedule of Family Liaison Meetings required in the months before disclosure. <p>The Panel noted that potential venues will need to be secured provisionally as soon as possible to ensure that the preferred venue is still available once the Panel makes its decision on the venue location at June’s Panel meeting.</p> <p>The Panel noted that a more detailed timeline on fact checking will be required as part of the Disclosure Plan and will be discussed in June.</p> <p>The Panel agreed that the format for engaging families after disclosure (individual disclosure to families) will be discussed in detail at June’s Panel meeting.</p> <p>The Panel noted the draft Disclosure Plan in Annex A in GIP/Paper 29 will evolve over the coming months as the work on disclosure develops.</p> <p>The Panel noted that a consideration of significant conflicting events in Gosport and</p>	<p>b) JJ to secure potential venues provisionally to ensure that the preferred venue is still available once the Panel decides on the venue location in June.</p> <p>c) KB, CG, AF and LG to develop a timeline for fact checking to be included in the High Level Plan at June’s Panel Meeting.</p> <p>d) JJ to develop the strategic decisions – on disclosure paper for June’s Panel Meeting.</p> <p>e) JJ to develop the engagement with families’ paper for June’s Panel Meeting</p> <p>f) TO and [redacted] to explore if there are</p>
--	--	---	---

		<p>surrounding areas on or around the provisional disclosure date will be important in setting the final date.</p> <p><u>Gosport War Memorial Hospital (GWMH) visit</u></p> <p>The Panel discussed the significant worth of the visit to GWMH. The Panel noted, as was already known, that the configuration of GWMH has changed. However, the visit provided a sense of what it had been like. There was a sense of the relevant wards being very remote – at the edges of the hospital. The Panel noted the escort who showed Panel Members around the GWMH was very helpful. A further visit in July will take place for any Panel Members who wish to attend.</p>	<p>any conflicting events that may affect the disclosure schedule e.g. Armed forces day, Centenary of cessation of World War 1.</p>
5.	<p>Access Workstream Progress Report GIP/Paper 29.3</p>	<p>The Panel was updated on outstanding issues with a small number of stakeholder organisations. Organisations that have a high volume of material are either fully engaged in or about to start redaction.</p> <p>40 percent of organisations with a low volume of material have had their material redacted. The deadline of September for the completing redactions is on target to be met. The Panel noted that a detailed breakdown of how much material is left to review will be provided at June's Panel meeting.</p> <p><u>Crown Prosecution Service (CPS)</u></p> <p>The Panel is awaiting a substantive response from the CPS to the letter from the Panel.</p> <p>The Panel noted that the CPS stance appears to have changed on material that is subject to legal professional privilege. A draft letter will be prepared for the Chair to send to the Director of Public Prosecutions on the matter.</p> <p><u>General Medical Council (GMC)</u></p> <p>There are no issues with GMC redactions and the work on this is continuing.</p> <p><u>Hampshire Police Constabulary (HC)</u></p>	<p>g) AF to provide a detailed breakdown of outstanding documents for review at June's Panel meeting</p> <p>h) AF, KB and CG to prepare a draft letter for the Chair to send to the Director of Public Prosecutions.</p> <p>i) AF to arrange the meeting with the</p>

		<p>A small amount of material has come forward from HC. A few outstanding requests are being followed up.</p> <p>A date will be negotiated for a meeting with the Hampshire Chief Constable. DJ, LD, KB and CG will be attending.</p> <p><u>Portsmouth Healthcare Trust</u></p> <p>Portsmouth Healthcare Trust material has been catalogued and is available on Relativity.</p> <p><u>Website</u></p> <p>Following the issues reported at April's Panel meeting, the Panel noted that progress had been made on the website workstrand as outlined at the start of the Panel Meeting.</p>	Hampshire Police Chief Constable.
6	Highlight report and High level plan GIP/Paper 29.4	<p>The Panel noted that the High level Plan will be discussed in detail at June's Panel meeting with a focus on the post June milestones.</p> <p>Access – Outstanding material</p> <p>Fact Checking - (to include the timeline – see paragraph 4 above)</p> <p>Review workstrands - remaining work and timetable (what is left to do and how long will it take?)</p> <p>Report Writing – Further detail on report writing steps before completion of the first draft.</p> <p>Website (Scheduling the milestones)</p> <p>Disclosure (Strategic decisions - key decisions and milestones agreed)</p>	
7.	Forward Look GIP/Paper 29.5	<p>Arrangements are being put in place to support a proposed meeting between the Chair and the new Minister before the Family Liaison Meeting in July, subject to availability.</p> <p>The Panel noted the Panel/Secretariat lunch will be held at the Panel meeting on 18 July.</p> <p>The Chair will hold individual meetings with Panel members in September. Arrangements will be made to hold the meetings to suit Panel member's preferences.</p>	
8.	AOB	The Chair mentioned the importance of the human stories which lies behind the Panel's work	

		with the families. The Chair encouraged the Panel and Secretariat to continue with the hard work and noted again that the Panel in its final straight.	
--	--	--	--

Code A

19/6/17

