

Gosport Independent Panel Minutes of the Panel Meeting 19 October 2016

Venue Wellington House, London, SE1

Present

Panel

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

Secretariat

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

Code A

Apologies

None

	Agenda Item	Summary of discussion	Actions
1.	Introduction and Welcome	The Chair welcomed everyone to the meeting.	
2.	Minutes of 13 September 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.</p> <p>The minutes of the Panel meeting on 13 September were agreed, subject to these changes: the second sentence in the fifth paragraph of September's Panel minutes (paragraph 4 refers) will be changed to reflect the Panel's discussion about material which was not broadcasted.</p> <p><u>Matters arising</u></p> <p>There were no matters arising.</p>	<p>a) BJJ signed the minutes as a true record of the meeting.</p> <p>b) TO and DH to agree a form of words for inclusion in the revised September's Panel minutes.</p>

3.	<p>Family Liaison</p> <p>GIP/Paper 22.2</p>	<p><u>Family engagement</u></p> <p>To date (as of 19 October) the Panel is now in contact with families relating to 115 deceased people.</p> <p><u>Update on Tracing</u></p> <p>The Panel was updated on the current tracing position. The tracing work has been completed. 50 of the 53 families involved in Operation Rochester who were not in contact with the Panel have been traced and sent letters. 29 families have responded. Most have requested further information about the Panel. The next steps including further analysis of the position on family contact will be included in December's Family Liaison Panel paper.</p> <p><u>November's Family Liaison Meeting</u></p> <p>54 families have confirmed they will attend the Family Liaison Meeting. It was noted that there will be a number of families attending the Family Liaison meeting for the first time. The Panel agreed that new family members will be introduced to Panel Members.</p> <p>The Panel noted that, in keeping with the families' first principle, families will be informed about the revised Spring 2018 end date at the beginning of the Family Liaison Meeting, and the rationale for the extension will be explained.</p> <p>The Department of Health will lay a Written Ministerial Statement in Parliament to announce the Spring 2018 end date in parallel to the Panel's announcement to families, but not in advance.</p>	<p>c) JJ to include the next steps on family contact in December's Family Liaison Panel paper.</p> <p>d) JJ to arrange for new family members to be introduced to Panel Members at the Family Liaison Meeting in November.</p>
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4.	<p>Access Workstream Progress Report</p> <p>GIP/Paper 22.3</p>	<p>The Panel was updated on progress. All paper material has been catalogued. Electronic material is being loaded on to Relativity on receipt. It is then catalogued. The paper material is being catalogued as and when it is received.</p> <p>The Panel was updated on the few remaining outlier organisations.</p> <p><u>General Medical Council (GMC)</u></p> <p>A further meeting is being arranged to resolve the outstanding issues with the GMC. The Panel noted that a stage by stage approach will be adopted with the GMC on the handling of legally privileged material.</p> <p><u>The Medical Defence Union (MDU)</u></p> <p>A meeting is being arranged in November to speed up the process of obtaining the small tranche of relevant material requested from the MDU.</p> <p><u>Other stakeholder organisations</u></p> <p>The Panel noted that meetings are being arranged with the Information Commissioner and the Bishop of Portsmouth.</p>	
5.	<p>Family Questions</p> <p>GIP/Paper 22.4</p>	<p>The Panel discussed the family questions.</p> <p>Over 800 questions have been collated from families. Common threads have been identified and grouped into the following themes: Clinical, Review, Regulatory and Networks. The Regulatory workstrand is working to group their questions into themes.</p> <p>The Panel noted the cross over representing different perspectives between the themes and how these themes could contribute to defining the chapters in the final report. A review workshop will be held in November to collectively consider and agree the structure and shape of the response to the family questions.</p> <p>The Panel agreed the family questions will be shared with families at the Family Liaison Meeting on 25 January 2017. Options on how the themes will be shared with the families will be developed after November's Family Liaison Meeting.</p> <p>The Panel noted it may need more Panel Members</p>	<p>e) JJ and Code A to bring options on sharing the themes with families to the Panel Meeting in December.</p> <p>f) JJ to include family question themes on the agenda for the Family Liaison Meeting in January.</p>

		at the Family Liaison Meeting in January. The meeting was originally scheduled for the sub-group Panel Members.	
6	Review Workstream Progress Report GIP/Paper 22.5	<p>The Panel was updated on the progress of the four workstrands – Clinical, Networks, Regulatory, and Investigation.</p> <p><u>Scrutiny workstrand (formerly Investigation workstrand)</u></p> <p>The Panel was updated on the review of the ten Hampshire Police Policy files. The Scrutiny review was completed in September.</p> <p>The Panel noted the key strategic findings and the areas of concern identified from the review of the Policy files. No final conclusions will be reached until the full Hampshire Police material is reviewed. The Hampshire Police files showed the investigation had a poor start, a reasonable middle and a poor conclusion.</p> <p>The Panel noted the similarity between the Police files and other Review work strands; where consideration of the issues in some organisations came to an abrupt end and no further action was taken.</p> <p>The Panel noted that a narrative of the police investigations, which refers to the relevant Police documents, will be produced for the final report.</p> <p>The Panel noted that the initial strategic findings from the review of the Hampshire Police files corresponds with the families’ views that the police investigations were not followed through properly and suggests that there was a lack of duty of care.</p> <p><u>Networks</u></p> <p>The Panel was updated on the Networks strand. It noted the priorities and time frame for the Networks workstrand. The Panel agreed that media material that relates to historic events in GWMH will be included in the Networks workstrand.</p>	<p>g) The Review team to prepare a narrative of the police investigation, corroborated by documents from the Police files for the final report.</p> <p>h) DH to amend the Networks strand section of the review paper to reflect that the material being reviewed will focus on historic events.</p>

		<p><u>Clinical workstrand (formerly known as the Clinical Ascertainment Phase)</u></p> <p>The Panel noted that the Clinical Work strand is working to the three agreed objectives below, and reviewing the corresponding groups of patients.</p> <ul style="list-style-type: none"> • Objective One: understanding what happened on the wards – analysis of up to 159 patients identified through family contact or Operation Rochester. • Objective Two: understanding how many patients may have been affected (screening case notes identified from about 2069 Medical Certificate of Cause of Death counterfoils 1987-2000). • Objective Three: preparing detailed feedback for those families who may wish it amongst those in contact with the Panel. <p>The Panel noted that the analysis of the data recorded from the Medical Certificate of Cause of Death (MCCD) counterfoils will be presented at the November Panel meeting.</p> <p>The Panel noted that work will commence to extract data from the Controlled Drugs Registers and cross reference it to date and cause of death recorded in the MCCD counterfoils.</p>	
7.	<p>Highlight Report and High level plan</p> <p>GIP/Paper 22.6</p>	<p>This was covered within the Workstream updates in items 3-6 above.</p> <p>The Panel noted the update to the work on the scale and timescale paper discussed at October’s Panel meeting. Workstreams have identified their priorities. Checkpoints to understand volumes and impact will be built in to review any emerging resources. The resource for focused work in the Regulatory and the Clinical workstrands will be met from the current financial budget.</p> <p>The Panel noted work on building the budget for 2017-2018 and Q1 of 2018 has started.</p>	
8.	<p>Forward Look</p> <p>GIP/Paper 22.7</p>	<p>The Panel noted the suggested content of the agenda for the Informal Panel meeting on 14 November.</p>	<p>j) LD and TO to establish the timing for the 15 November Panel</p>

		The Panel agreed, subject to the availability of all Panel Members, that the Panel meeting on 15 November will start earlier.	meeting.
9.	AOB	The meeting ended at 1.15 pm	