

Gosport Independent Panel Minutes of the Panel Meeting 13 September 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)
Sarah Armstrong (SAr)
Tracy Ofeosi (TO)
Code A
Andy Fitt (AF)
Judy Joslin (JJ)
Code A
Sarah Wishart (SW)
Code A

Apologies

None

	Agenda Item	Summary of discussion	Actions
1.	Introduction and Welcome	The Chair welcomed everyone to the meeting.	
2.	Minutes of 19 July 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 19 July were agreed, subject to the changes below:</p> <p>Include a new sentence "The Panel noted the potential for there to be over one million pages on Relativity for this review" after the third sentence in Paragraph 5.</p> <p>Change the reference to Code A in Paragraph 6 (d) to Code A</p>	<p>a) BJJ signed the minutes as a true record of the meeting.</p> <p>b) TO to revise the minutes from July's Panel meeting to reflect the agreed changes.</p>

		<p><u>Matters arising</u></p> <p>The Panel will be updated on any outputs from the Review team's comparison of names in the Working Family Tree and the stakeholder organisations in October. Action point 6 (g) of July minutes.</p>	<p>c) SW to update the Panel Members in October on any outputs from the comparison of names in the Working Family Tree and the stakeholder organisations.</p>
3.	<p>Family Liaison</p> <p>GIP/Paper 21.1</p>	<p><u>Family engagement</u></p> <p>Nine new families came forward through the recent tracing process. To date (as of 13 September) the Panel is now in contact with families relating to 114 deceased people.</p> <p><u>July's Informal Family Liaison Meeting</u></p> <p>Four families attended the informal Family Liaison Meeting in July, three were newly traced families. Their narrative is in line with the experience of families already known to the Panel. Consideration will be given to providing counselling and support for families when the Report is published. It was noted that the potential support will need to be articulated carefully and sensitively to families.</p> <p><u>Update on Tracing</u></p> <p>The Panel was updated on the current tracing position. 43 of the 53 families that were involved in Operation Rochester have been traced. 27 families responded to the Panel's letter. 24 families asked for further information. 3 families do not want to be involved and 14 families are yet to respond to the follow up letter. The 10 untraced cases have been passed to a tracing agency.</p> <p><u>Family questions and concerns</u></p> <p>The Panel was updated on the work on family questions. A significant number of questions have been collated from families. The Review team are exploring how to group the questions and this and</p>	

		<p>other outputs from work on the family questions will be brought to the October Panel meeting.</p> <p>The Panel considered four options on how to share the wider range of family questions with families without breaching the Panel's principle of 'no piecemeal disclosure'. The Panel agreed to proceed with Option 3, with a slight variation. The Panel will share the agreed generic questions and their associated themes. It will not include details on how the questions will be used by the Panel.</p> <p><u>Venue and 2017 Family Liaison Meeting dates</u></p> <p>The Panel discussed the venue options and agreed to remain at the Hornet Services Sailing Club. Some adjustment may be necessary, depending on the numbers wanting to attend the meeting in November. It might be necessary to hold two sessions; one in the morning and one in the afternoon.</p> <p>The Panel agreed families should be sent the 2017 dates with the note of November's Family Liaison meeting.</p>	<p>d) JJ and the Review team to develop a paper on family questions for Panel members to discuss at October's Panel meeting.</p> <p>e) [Code A] and JJ to share the generic questions with Panel members as part of the paper in 'd' above at October's Panel meeting.</p> <p>f) JJ to send the 2017 dates to families when she sends the note of November's Family Liaison meeting.</p>
4.	<p>Access Workstream Progress Report</p> <p>GIP/Paper 21.2</p>	<p>The Panel was updated on progress. The process of accessing stakeholders' material is almost complete. Significant progress has been achieved in cataloguing paper material. Electronic material is now the focus for cataloguers and paper cataloguing occurs on an ad hoc basis when needed.</p> <p>The focus is now on a few outlier organisations.</p> <p>The GMC have kept to the agreed timetable. Material that might be legally privileged remains an area of concern. An early meeting will be arranged with Niall Dickson's successor, Charlie Massey, the new Chief Executive of GMC.</p> <p>Portsmouth Healthcare Trust has a significant amount of electronic material of interest. The Access team have sifted the material to identify</p>	<p>g) CG to write to the new Chief Executive of GMC, Charlie Massey, to request an early meeting.</p>

	<p><i>DH take sentence out. form of words.</i></p>	<p>relevant documents. Complaint files relevant to the period of interest have been identified.</p> <p>Southern Health has been very cooperative. They will be asked to provide material or an explanation for any gaps, in particular medical records, that the Access team identify.</p> <p>The Medical Defence Union probably has a small tranche of relevant material apart from that already supplied to us by other organisations. They have been very slow to address this issue and it is likely it will have to be escalated.</p> <p>The Independent Police Complaints Commission (IPCC) material is being worked through to establish relevancy. A meeting is being arranged to discuss how to deal with a significant number of emails which have not yet been scrutinised.</p> <p>Nina Lakhani has given the Panel permission to access her material.</p> <p>The Panel discussed plans it had to access BBC un-broadcast material. The Panel agreed that DH should contact the journalist that worked with the Chair on the Panel's Terms of Reference press announcement in December 2014 in pursuit of material that was never broadcast.</p> <p><u>Redactions</u></p> <p>Organisations have been asked about their material being redacted. Where the response has been yes to redactions, organisations have largely opted to redact the material themselves. Discussions have taken place with the CPS and arrangements will be made to make Relativity available to them so that any redactions can be made electronically. The same arrangements will be made with all the stakeholders who have provided a significant amount of information.</p>	<p>h) SW and DH to arrange a meeting with the BBC journalist that worked with the Chair on the Press release for the Panel's Terms of Reference and Panel appointments in 2014.</p>
5.	<p>Review Workstream Progress Report</p> <p>GIP/Paper 21.3</p>	<p>The Panel was updated on the progress of the four workstrands – Clinical Ascertainment Phase (CAP) Networks, Regulatory, and Investigation.</p> <p><u>Clinical Ascertainment Phase workstrand (CAP)</u></p> <p>The Panel agreed to replace the word 'Tier' with the word 'Tranche' to avoid the inference of hierarchy in the Panel's approach.</p>	

	<p>There are three major strands of CAP work.</p> <p>Tranche 1 - 159 patients - will establish what happened at the Gosport War Memorial Hospital (GWMH) where the focus shifts to understanding the reasons for the clinical culture which was established and why it was allowed to continue.</p> <p>Tranche 2 will establish the number of patients at risk from the clinical culture prevailing at the GWMH.</p> <p>Tranche 3 will develop the form and content of feedback to individual families in contact with the Panel.</p> <p><u>Investigation workstrand</u></p> <p>[Code A] is searching the material for the minutes of the Hampshire Constabulary Senior Management Team Meeting.</p> <p>The underlined sentence in Paragraph 2.4 of the Review paper needs to be aligned with the original document.</p> <p><u>Regulatory workstrand</u></p> <p>Work continues on the Coroners' and CPS material. The team will examine the individual decisions not to prosecute. The Panel noted that normally, following an inquest, the police service concerned pick up on matters raised and decide whether further investigation is needed. The Panel noted that, unusually nothing further had happened in the case of the Gosport Inquests.</p> <p><u>Networks workstrand</u></p> <p>The Panel noted that there will be a media sift to review all the key articles from all the documents.</p> <p><u>Appendix 2</u></p> <p>The Panel discussed the evidence on the scale and timescale for its work in Appendix 2.</p> <p>The scale of the Panel's work has grown from 8 initial families in 2014 to over 100 families – with a</p>	<p>i) [Code A] to include a key in the Family Review Tracker Paper, 21.3 (b), to explain why there are multiple rows for a few family members.</p> <p>j) TO and [Code A] to amend Paragraph 2.4 in the Review paper to reflect the quote from the original document.</p>
--	---	--

		<p>potential to 2000. This, coupled with the significant amount of material and complexity involved suggests that it would be unrealistic to aim to deliver the Terms of Reference by the end of 2017.</p> <p>The Panel noted that the end date for the Final Report had been set when little was known about the scale or timescale required for the Panel's work. The Panel agreed it was more plausible to aim for a likely end date of Spring 2018 with a focused approach to the Review work.</p> <p>The Panel agreed the emerging priorities for the Review strand includes:</p> <ul style="list-style-type: none"> a) Identifying a number of specimen cases where the prescription and administration of medicines was inappropriate; b) Understanding the wider landscape of patients at risk and the underlying culture and environment at the hospital. It will be compelling for the families to realise that there was an endemic culture and attitude in GWMH. c) Establishing the extent of the subsequent poor investigations, and d) Revisiting the issue of likely associations and controlling mindsets, subject to supporting evidence. <p>The Panel agreed the Mid Term review paper will be considered at October's Panel meeting.</p>	<p>k) TO and LD to arrange for the term Mid Term Review paper to be considered at October's Panel meeting.</p>
6.	<p>Highlight Report and High level plan</p> <p>GIP/Paper 21.4</p>	<p>This was covered within the Workstream updates in items 3-5 above.</p> <p>The Panel noted the budget will be reviewed to support the potential redistribution of resources to support the developing phases of work. Further resource and different skills are required and some careful planning will be done to bring in the skills needed at the right time.</p> <p>A paper to update the Panel on work to develop the website will be brought to November's Panel meeting.</p>	<p>l) SA to arrange for the Panel to be updated on the website development work in November.</p>

7.	Forward Look GIP/Paper 21..5	The forward look was noted.	
8.	AOB	The meeting ended at 1.15 pm	

Code A

19/10/16

