

Gosport Independent Panel Minutes of the Panel Meeting 14 November 2017

Attendees:

Panel

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

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 Ghahary (LG)

Code A

Code A for part of the meeting)

Code A

	Agenda Item	Summary of discussion	Actions
1.	Introductions	<p>The Bishop welcomed everyone to the meeting. He updated those present at the meeting on the points below.</p> <p>A report to ensure the pain and suffering of the Hillsborough families is not repeated was published on 1st November. Hillsborough families were the first to receive the report before it was published in Parliament. The report contains 25 important points of learning, three of which are crucial in facilitating a radical change in public institutions:</p> <ul style="list-style-type: none"> • A Charter for families bereaved through tragedy which public organisations can sign 	

		<p>up to.</p> <ul style="list-style-type: none"> • Proper support to enable the participation of families at Inquests • A call for the duty of candour to be extended to police officers <p>The Bishop encouraged everyone to read the report. The points of learning resonate with many of the issues the Panel is dealing with.</p> <p><u>November's Offsite Panel Meeting</u></p> <p>Panel Members developed a unanimous draft statement (see below) reflecting their understanding of events at Gosport War Memorial Hospital. The draft statement provides the framework for drafting of the report.</p> <p><u>The draft statement</u></p> <p>Over a period of time, and on certain wards at GWMH, there was a disregard for human life and a culture of shortening the lives of a significant number of patients by a framework of prescribing and administering 'dangerous doses' of a 'hazardous' combination of medication, not clinically indicated or justified, often without consultation or consent and when nurses and then patients and relatives complained about the appropriateness of the care and safety of the patients, they were consistently failed by those in authority including the senior management of the hospital, health care bodies, Hampshire Police, local politicians, the Coronial system, the CPS, the GMC and the NMC all of whom had a duty of care to the patients whom they failed and whose interests some consistently subordinated to the reputation of the hospital.</p> <p><u>Bishop's meeting with Phillip Dunne MP, Minister of State for the Department of Health.</u></p> <p>At this meeting, the Bishop spoke about the support for families after the Panel's work is completed. The Minister understood the issues and agreed to put an infrastructure in place to support the families after the Panel discloses its report.</p>	
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2.	Minutes of 17 October meeting and matters arising	The minutes were signed as an accurate record of the October meeting.	
3.	Family Liaison Update and Disclosure GIP/Paper 35.1	<p><u>Feedback from the October Family Liaison Meeting.</u></p> <p>The Panel noted that the Family Liaison Meeting was very positive. Families expressed confidence in the Panel's work and they encouraged unity in working together. The session on engaging with the media was well received. Families were fully engaged and a Family Support Group structure was beginning to emerge. The Panel agreed the level of trust and confidence in the Panel had been reinforced.</p> <p>The Panel agreed it is vital for families to continue to be independent from the Panel and to speak on behalf of themselves.</p> <p>The Panel noted that families' focus is beginning to shift onto the day the Panel discloses its report. Families were encouraged to complete the questionnaire on attendance at the disclosure event and transport to the event.</p> <p>Panel Members will inform Judy if they have any comments on the questionnaire in Annex C in Paper 35.1. The questionnaire will be shared with the representative from the emerging Family Support group for comments before it is sent to families. Consideration will need to be given to the timing of the letter on attendance at the disclosure event and transport and the letter seeking consent to publish family material on the website. The letter seeking consent will be prioritised.</p> <p>A schedule of post-disclosure meetings with families in June and July next year is being drawn up. Panel members will update Judy by 1st December on their availability for these meetings next year.</p>	<p>a) Panel Members to send any comments on the questionnaire in Annex C to JJ.</p> <p>b) JJ to arrange for a representative from the Family Support Group to comment on the questionnaire.</p> <p>c) JJ to obtain details of Panel Members availability for the post-disclosure meetings by 1st December.</p>

		<p>The Panel agreed to defer making further decisions on post- disclosure meetings until the clinicians have considered and reached a common view which will be done presently. A proposal will be brought back to Panel in January.</p> <p><u>Format of disclosure day</u></p> <p>The Panel noted the working assumptions in Annex C in Paper 35.1. The Panel agreed it needs to be prepared for the reaction of the families, although difficult to predict with certainty. The Panel noted that 'First Aiders' will need to be positioned in the correct place in the Cathedral so they can see families who may need their support.</p> <p><u>Announcement of the day the Panel discloses its Report.</u></p> <p>The Panel noted the actions on Page 4 in Paper 35.1 relating to the announcement of the date the Panel will disclose its report.</p>	<p>d) The Panel will make a decision on the documentation to be made available to families following consideration by the Clinicians.</p> <p>e) JJ to arrange for First Aid Services to be in the correct position to respond quickly to families who require support on the day the Panel discloses its report.</p>
4.	<p>Access Workstream Progress Report and Disclosure GIP/Paper 35.2</p>	<p>The core work on reviewing material and redactions has largely been completed. The Access Data team's focus has shifted to the preparation of material to upload to the website.</p> <p>Issues arising from the review of redactions relating to Legal and Professional Privilege (LPP) from a small number of organisations are being considered.</p> <p>The Panel agreed the following actions :</p> <ul style="list-style-type: none"> • The Panel agreed CG will write to the CPS and Hampshire Police about the redactions they have applied. • AF and LG are meeting the Chief Exec of the CCG, Maggie Maclsaac on 5th December to discuss LPP and whether they will waive it. • CG will write to the Senior Partner at DAC Beachcroft about releasing their material . <p>The Panel agreed it will write to families in contact with the Panel to seek their explicit consent to publish material relating to their</p>	<p>f) CG to write to the CPS and Hampshire Police about their redactions.</p> <p>g) CG to write to DAC Beachcroft.</p> <p>h) AF and JJ to arrange for KB to comment on the draft consent letter</p>

		<p>family member. The draft letter seeking consent will be shared with Kate Blackwell for her comments before it is sent to families. The consent letter will be a separate letter to families to that covering the recent Family Liaison Meeting note and the questionnaire about their attendance at the disclosure event and transport requirements.</p> <p><u>The search for Portsmouth Healthcare Trust (PCHT) Corporate papers.</u></p> <p>The Panel was updated on the search for Portsmouth Healthcare Trust (PCHT) corporate papers. Further work is being done to understand the relevancy of the boxes and what happened to them. The Panel will be updated at a future meeting. The Panel agreed to include the details of the search for the corporate papers and the timing of the destroyed box (es) in the final report.</p>	<p>before it is sent to families.</p> <p>i) JJ to consider the timing of the two letters to families in discussion with CG and AF.</p> <p>j) PB to arrange for information on the search for PHCT corporate papers and the timing of the destroyed box(es) to be included in the final report.</p>
5.	<p>Website Progress Report and Presentation GIP/Paper 35.3</p>	<p>The Panel was updated on the work to develop the website. A working protocol has been established with the Department of Health Digital Team. A Programme Board has oversight of the website development.</p> <p>Code A gave a presentation covering their progress in building the website using 'best practice' designs, enhancements to search and navigation functions to improve user progress on the design work on the timeline.</p> <p>Code A will update the Panel in January on more functional products. The Panel noted that families would be provided with assistance at disclosure.</p>	<p>k) ST to arrange for Code A to attend January's Panel meeting.</p> <p>l) AF, ST and JJ to arrange for support on the website to be available on disclosure day.</p>
6.	<p>Report writing: update on Chapters GIP/Paper 35.4</p>	<p>The Panel's draft statement referred to in paragraph 1 above is a milestone in the report writing process. The next stage is the completion of the draft chapters by the end of November to facilitate the editing task. The first draft of the report needs to be completed and sent to the Bishop by the end of December. The Chair reminded everyone of the timescale for delivery. The pressure is heightened with no room for slippage. The deadlines must be met.</p>	

7.	'Fact checking' options GIP/Paper 35.5	<p>The Panel considered the options on 'fact checking' in Paper 35.5 and agreed in principle to option 3; to follow the Hillsborough Independent Panel's approach by inviting organisations/individuals to view specific report extracts based on the interpretation of their documents.</p> <p>A more detailed proposal on 'fact checking' will be shared with Panel Members. It will include the timetable for the fact checking in the New Year with an outline of resources to deliver the work.</p>	
8.	High Level Plan GIP/Paper 35.6	The High Level Plan's required critical path with the key milestones is developing across the different workstreams from November to disclosure in May/June.	m) JJ, AF, PB and TO to develop the critical path reflecting the key milestones and dependencies.
9	Forward Look GIP/Paper 35.7	The final Panel meeting this year will be on 12 December. However, the requirements for a December Panel Meeting will be reviewed in light of the priority remaining work and progress on report writing.	
10.	AOB	<p>With the media and the public becoming increasingly aware of the Panel and its work and the proximity of the planned disclosure next spring, the Bishop urged everyone to be disciplined about keeping information safe. It is important to preserve the integrity of families.</p> <p>The principles below were agreed.</p> <p>The Panel and Secretariat must ensure:</p> <ul style="list-style-type: none"> • There is no public discussion of the Panel's work • There is no contact with the media. • If anybody is approached by a stakeholder or the media this will need to be declared to Louise and if in doubt speak to Louise. 	

Code A

Handwritten signature and date: 2/1/18