

Minutes of Advisory Panel
Tuesday 15 September 20, 14:00-16:00
MS Teams

Members present:	<p>Chair: Prof. Murray Anderson-Wallace (MAW), Health Systems Innovation Lab, London South Bank University</p> <ul style="list-style-type: none"> • Farrah Pradhan (FP), Patient and public involvement advocate • Richard von Abendorff (RVA), Family Campaigner and Advocate for learning and robust action in health care after avoidable harm • Jennie Stanley (JS), Previous Lead Nurse at Patients First supporting whistle-blowers and Managing Director of a healthcare training company • Dr Joe Rafferty (JR), Chief Executive of Mersey Care NHS Trust • Steve Clinch (SC), General Secretary, Marine Accident Investigator's; International Forum (MAIIF) • Keith Conradi (KC), Chief Investigator, HSIB • Patrick Vernon (PV), Citizens Partnership Chair • Dr Mike Durkin (MD), Visiting Professor in Patient Safety, Imperial College London and the University of the West of England
In attendance:	<ul style="list-style-type: none"> • Lynne Spencer (LS), Director of Corporate Affairs, HSIB • Dr Stephen Drage (SD), Director of Investigations, HSIB • Alison McLellan (AM), Head of Patient & Public Involvement/E&D • Cassandra Cameron (CC), Head of Policy and Strategy, HSIB <p>Minutes: Julia Blomquist (JB), Chief Investigator Office Manager, HSIB</p>
Apologies:	<ul style="list-style-type: none"> • Dr Kevin Stewart (KS), Medical Director, HSIB • Dr Suzanne Shale (SS), Independent Consultant in healthcare ethics, medical education, and patient safety

No.	Item
1	Welcome and Apologies
	The Chair welcomed those to the meeting and apologies for absence were noted as above.
2	Declarations of Interest
	There were no changes to the declarations of interest.
3	Draft minutes of the last meeting on 24.06.20
	The minutes of the previous meeting were approved as a true and accurate record.
4	Action Log
	MAW presented the action log and amendments will be made by JB to reflect the updates provided by each action owner.
5	Chief Investigators update
	KC provided a verbal update to the Panel. Key highlights included the new DHSC sponsor, Helen Causley, an update regarding the grading responses for the safety

	<p>recommendations and the Education and Development pillar in the Investigations Directorate which is being led by Dawn Benson.</p> <p>KC reminded the Panel that the HSIB Safety Investigations' Online Seminar & Learning Event is taking place on Thursday 17 September on World Patient Safety Day and were welcomed to attend.</p> <p>SD provided an update of the Investigations Directorate which incorporates national investigations, maternity investigations and education and development. This included the increased national publication timetable and reports the team are currently undertaking and the maternity backlog recovery work which was well received.</p> <p><u>Southern Health Foundation Trust (SHFT) Performance, Mr Green Referral</u> The letter received from Mr Green regarding the performance at SHFT was discussed in depth amongst the Panel and the issues and experiences were raised concerning the gap in the system at a local and national level. SD informed the Panel there are early negotiations with DHSC regarding the future model of investigations.</p> <p>It was agreed for the MAW to respond to Mr Green on behalf of the Advisory Panel.</p> <p>Action: MAW and KC to meet to draft response to Mr Green and include elements discussed in the AP meeting</p>
6	Matter of Independence
	There were none to discuss at present.
7	Citizens' Partnership update
	<p>PV gave a verbal update to the Panel. Currently an appointment process is underway for members and the closing date is Monday 21 September. PV asked the members to encourage applications within their networks. AM raised the closing date may be extended to 25 September and shortlisting and online interviews will take place in October.</p> <p>The Group are currently helping to develop the HSIB website to include a dedicated page highlighting the work of the partnership and patient involvement.</p> <p>RVA and PV met to discuss the family network and a meeting was held with them regarding 111 and Covid-19 which received positive feedback. PV chaired a focus group with families to support a HSIB Covid investigation on transmission within hospitals.</p> <p>PV referred to communications planned with Keith and himself to help raise the profile of HSIB and the Citizens' Partnership which will help manage expectations of the public around HSIB's investigations and explain the role of the Citizens' Partnership.</p>

8	Nottingham Evaluation
	<p>The Nottingham Evaluation documents were shared with the Panel which included a commentary from SD which was well received. SD informed the Panel that there is now an Operational Manual for investigations which is going through an internal review process.</p> <p>It was agreed for the Nottingham Evaluation to be an agenda item at the next meeting and further discussed in more detail.</p> <p>SD updated the next steps and aspirations will be agreeing future action to demonstrate HSIB's output and effectiveness following the report.</p> <p>KC informed the Panel that the strategic direction will focus on an investigations model in conjunction with education and development. KC asked the Panel to discuss this in the next meeting.</p> <p>Action: KC to provide AP with possible discussion points for HSIB's strategic direction</p>
9	AOB
	There were no items to discuss.
10	Close
	The meeting closed at 16:01.
Date of Next Meeting: Thursday 3rd December 14:00-16:00	