

**Harris Review Panel Meeting 22**  
**10:30 – 16:00 19 March 2015**  
**6.28B 102 Petty France, London, SW1H 9AJ**

**Present:** Lord Toby Harris (TH), Stephen Cragg (SC), Philip Leach (PL), Meng Aw Yong (MAY), Matilda MacAttram (MM) (part of meeting), Deborah Coles (DC), Dinesh Maganty (DM), Richard Shepherd (RS), Graham Towl (GT) (pm only), Robyn Malan de Merindol (RM), Graham Mackenzie (GM)

**Apologies:** Deborah Browne (DB)

**Item 1: Minutes of previous meeting**

1. The minutes were agreed as a true record.

**Item 2: Action Log**

2. Progress on actions acknowledged.
3. TH told the panel that there would be a panel meeting on 26 March at which a representative from the MoJ and the legal advisors would be attending to talk about the report going forward and legal issues.
4. TH told the panel that a short extension to the deadline for submitting the report had been negotiated by the secretariat and it would now need to be with Ministers by noon on 2 April 2015. PL and SC pressed for a further extension and TH said he would raise this with DB. TH said that he is meeting the minister on 24 March and would also discuss the date of submission with him.

*(Secretary's note MM left the meeting 11:45)*

**Item 3 - 11: Recommendations – these items were taken consecutively as one item**

5. TH told the panel that the recommendations were key to the report and this was an opportunity to get them exactly as the panel wanted them to be. There would be a mixture of principal recommendations and supporting recommendations.
6. The recommendations were taken in turn and reviewed by the panel, wording was agreed.

**Action 141: Secretariat redrafted copy of recommendations would be circulated to the panel.**

*(Secretary's note MM and GT joined the meeting 14:30)*

**Item 12: Name for Report**

7. Not covered at this meeting.

**Item 13: Report Structure only – not for comments on body of report**

8. The panel agreed with the proposed changes to the structure.