

Skye Sue - Legal Services Manager

From: Deeks, Mary [Mary.Deeks@hampshireprimarycare.nhs.uk] **Code A**

Sent: 13 February 2009 11:20

To: Mellor Peter - Company Secretary; Radway Patricia - Head of Governance; Topping Emma - Media & Stakeholder Relations Manager; Martin Neil - Operational Manager DMOP; Skye Sue - Legal Services Manager; Samuel Richard - Hampshire PCT External; Williams Elaine - Hampshire PCT(HPCT) External; Johnson David - Hampshire PCT External; Emms, Elizabeth; Scammell Toni - Modern Matron; Harriman Sue - Hampshire PCT(HPCT) External; Tiller Sara - Hampshire PCT(HPCT) External; Julie Dean; caroline.searle@hampshireprimarycare.nhs.uk **Code A**; Long Susannah - Business Assurance Manager; Jeffs Justina - Associate Director of Governance; Smith Ben - Risk Manager; Green Chris; Woodland Betty - PCT Trainer; Benita Playfoot; Watson Catherine - Hants PT(SW) External; Shirley Pat - Hants PT(SW) External; Stratford Allison - Head of Communications; kiran.bhoga@hampshireprimarycare.nhs.uk **Code A**; jill.mason@hampshireprimarycare.nhs.uk **Code A**; Lesley Humphrey; Stuart Knowles

Cc: Wright Janet - PA to Head of Governance; Dalton Rob - Director of Corporate Affairs; graham.groves@hampshireprimarycare.nhs.uk **Code A**; Lesley Humphrey

Subject: Agenda for final pre-Inquest meeting of GWMHCOSS Group

Dear All

I am attaching the agenda for the meeting of this group which was due to have taken place in February.

I think an additional item which could be added for discussion at the meeting to be held on March 2nd (11.00 – 12.30 at Omega House) is whether we want a post-inquest 'mop-up' meeting. If there are other items you would like on the agenda, given that this will be the final meeting of us all before the inquests, could you please let me have them by Wednesday 18th February?

I will be sending the papers out at the end of next week, as I am on leave the following week.

Regards

Mary Deeks
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Hampshire Primary Care Trust
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Code A

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13/02/2009

Gosport War Memorial Hospital Inquests Stakeholder Steering Group

Monday 2nd February 2009, 11.00 a.m. to 12.30 pm
Room 8, Dame Judith Professional Centre, Cosham , Hampshire, PO6 3LJ

AGENDA

Item		
1	Apologies: Sue Harriman, Toni Scammell, Elaine Williams, David Johnson	
2	To agree the Action Notes of the meeting held on 5th January and circulated earlier	
3	Matters arising:	
4	<p>Progress by sub-groups: Communications :</p> <ul style="list-style-type: none"> • Update on preparation of packs of information for different groups of staff/media • Strategic plan for attendance at inquest by representatives of NHS • Update on preparation of manual to help organisations through the inquest period. <p>Update on documents circulated for comment:</p> <ul style="list-style-type: none"> • LH Statement • Storyboard 	ST/ Trimedia
5	Feedback on Actions	RS
5.1	CHI action plans – outcome shared	RS
5.2	Strategic aims of group – amended draft attached with agenda for discussion and approval.	KB
5.3	Feedback from pre-inquest review with coroner.	
6	Any other business	
7	<p>Date of next meeting Monday 2nd February 2009, 11.00 – 12.30, Room 8, Dame Judith Professional Centre, Sundridge Close, Cosham, PO6 3LJ. http://www.streetmap.co.uk/newmap.srf?x=465580&y=105760&z=0&sv=po6%203jl&st=2&tl=Postcode%20po6%203jl&pc=po6%203jl&mapp=newmap.srf&searchp=newsearch.srf</p>	

Distribution overleaf

13/02/2009

Mary Deeks

Distribution list:

Portsmouth City Teaching PCT

Ben Smith (BS), Susanna Long (SL), Justina Jeffs (JJ)

Portsmouth Hospitals NHS Trust

Peter Mellor (PM), Patricia Radway (PR), Sue Skye (SS), Allison Stratford (AS), Martin Neil (MN),
Emma Topping (ET) Lesley Humphrey (LH, formerly PHT staff)

Hampshire Partnership NHS Trust

Pat Shirley (PS), Catherine Watson (CW)

Hampshire PCT

Richard Samuel (Chairman) (RS), Sara Tiller (ST), Elaine Williams (EW), Mary Deeks (MD)
David Johnson (DJ) Sue Harriman (SH) Elizabeth Emms (EE) Caroline Searle (CS) Julie Dean (JD)
Toni Scammell (TS)

South Central Strategic Health Authority

Benita Playfoot (BP), [Graham Grove (GG) for info]

Legal Representatives

Kiran Bhogal (KB), Jill Morgan (JM)

RCN Representative

Betty Woodland (BW)

RCN Legal Representative

Chris Green (CG)