

7/8



WLS-0044

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Deeks, Mary [Code A]

31 July 2008 14:35

To:

Samuel, Richard; Williams, Elaine; [Code A]; Tiller, Sara; [Code A]

[Code A]; [Code A]; [Code A]; Watson, Catherine (HantsPCT-SW); [Code A]; Woodland, Betty (HPCT-SE); [Code A]

Subject: Meeting regarding GWMH - Coroner's Inquests

Attachments: Agenda mtg 070808.doc

Dear Colleague

Please find attached the agenda for the meeting regarding Gosport War Memorial Hospital – Coroner's Inquests, due to take place at Hampshire PCT Headquarters on Thursday 7th August 2008, from 1.00pm to 2.30pm.

Mary Deeks
Project Officer (GWMH)
Hampshire Primary Care Trust
HQ, Omega House
112 Southampton Road
Eastleigh, SO50 5PB
Tel: [Code A]
Tel: 02380 627444 Office
Fax: 02380 652976 (Safe Haven)

Email: [Code A]

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31/07/2008 14:35

Thursday 7 August 2008

1.00pm to 2.30pm : PCT Board Room, Omega House, 112 Southampton Road, Eastleigh, SO50 5PB.

Meeting regarding Gosport War Memorial Hospital – Coroner's Inquests

AGENDA

Item	
1	<p>Welcome and introductions: Richard Samuel</p> <p>Apologies: Betty Woodland, Jonathan Green, Lesley Humphrey</p>
2	<p>To agree the Action Notes of the meeting held on 7 July 2008 (RS)</p> <p>Matters arising:</p> <p>3 Progress by steering groups:</p> <p>i) Communications (ST/PF)</p> <p>ii) Legal issues (KB/EW)</p> <p>iii) Staff support (GMC) ?</p> <p>iv) Medical staff support ?</p> <p>v) Action Team – TOR (PR)</p>
3	<p>Feedback on Actions – Phase 1</p> <p>i) formal agreement about legal representation (ALL)</p> <p>ii) <input checked="" type="checkbox"/> project officer appointment – <i>May Deeks 6 weeks</i> (EW) +</p> <p>iii) mapped medical and managerial staff (ALL)</p> <p>iv) shared documentation (ALL)</p> <p>v) <input checked="" type="checkbox"/> Action Team TOR agreement (PR)</p> <p>vi) <input checked="" type="checkbox"/> Brief of areas of likely legal advice and cost potential (KB)</p> <p>vii) <input checked="" type="checkbox"/> Rationale for decision by Ministry of Justice (RS)</p> <p>viii) Preparation for pre-inquest review meeting (ALL)</p> <p>ix) <input checked="" type="checkbox"/> Correspondence with Coroner prior to PIR meeting (RS/KB)</p> <p>x) <input checked="" type="checkbox"/> Transfer documents (ALL)</p> <p>xi) CHI Action Plans (ALL)</p> <p>xii) Consider external audit of CHI Action Plan outcomes (ALL)</p> <p>xiii) Issues Board update – <i>Defer to next mtg</i> (PF)</p> <p>xiv) <input checked="" type="checkbox"/> Media update (ST/PF)</p> <p>xv) <input checked="" type="checkbox"/> Progress of Storyboard history (PF/LH/SS)</p> <p>xvi) <input checked="" type="checkbox"/> Outcome of Dr Richard Baker's Audit (RS)</p>
4	<p>Any other business <i>Word names</i></p>
5	<p>Date of next meeting Friday 29 August 2008, between 12 and 3 pm, same venue (to be agreed)</p>

(Distribution list on page 2)

Apr 08

AGENDA

Hampshire 
Primary Care Trust

Distribution list:

Portsmouth City Teaching PCT –
Ben Smith (BS), Suzanna Long (SL), Justina Jeffs (JJ)

Portsmouth Hospitals NHS Trust –
Patricia Radway (PR), Sue Skye (SS), Pat Forsyth (PF), Lesley Humphrey (LH)

Hampshire Partnership NHS Trust –
Catherine Watson (CW)

Hampshire PCT –
Richard Samuel (Chairman) (RS), Sara Tiller (ST), Elaine Williams (EW), Mary Deeks (MD)
HPCT Legal representative – Kiran Bhogal (KB)

RCN Rep –
Betty Woodland (BW)
RCN Legal representative –
Jonathan Green (JG)

Elaine Williams
28 July 2008