

2nd February meeting update

- Media pack drafted
- Staff comms pack drafted
- Media enquiry protocol drafted and distributed
- Spokespeople identified and briefing date set
- Messages for spokespeople drafted
- Pre and during inquest approval / sign off flowchart drafted
- GWMH Reception staff briefing meeting set and staff invited (27th February 12-2pm)
- Staff briefings QA and GWMH dates set staff to be invited (2nd March 1pm tbc and 3rd March 1pm)
- Media w/c 2nd March