

Skye Sue - Legal Services Manager

From: Deeks, Mary [Code A]
Sent: 13 January 2009 14:41
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([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([Code A]) jill.mason@mills-reeve.com
Cc: Wright Janet - PA to Head of Governance; Long, Rachel; Dalton Rob - Director of Corporate Affairs; graham.groves([Code A]) Lesley Humphrey
Subject: Action notes: GWMH Coroner's Inquests Stakeholders Steering Group

Dear All

Please find attached the action notes taken at the GWMH Steering Group meeting held on 5th January 2009. Please note that the venue for the next meeting will be in Portsmouth, but off the hospital site, on

Monday 2nd February 2009, 11.00 – 12.30, Room 8, Dame Judith Professional Centre, Sundridge Close, Cosham, PO6 3JL. Please note the change in venue and time.

Link to map:

<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>

There is free parking available on this site.

Please note the tight time frames, and help our legal and comms teams by responding as soon as you can if you have information that might help them.

Regards

Mary Deeks
 Project Officer (GWMH)
 Hampshire Primary Care Trust
 HQ, Omega House
 112 Southampton road
 Eastleigh, SO50 5PB

Code A

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 Primary Care Trust

Monday 5th January, 11.00 to 12.30
Room 11, Quad Centre,
Queen Alexandra Hospital, Cosham
Meeting regarding Gosport War Memorial Hospital –
Coroner's Inquests

Action Notes

Present:

Richard Samuel (Chair)
 Sara Tiller
 Mary Deeks
 Julie Dean (Trimedia)
 Caroline Searle
 Betty Woodland
 Elaine Williams
 Jill Mason

Peter Mellor
 Emma Topping
 Benita Playfoot
 Toni Scammell
 Emma Topping
 Neil Martin
 Allison Stratford
 Stuart Knowles

Item		Action
1	Apologies: Elizabeth Emms, Sue Harriman, David Johnson, Patricia Radway, Allison Stratford, Catherine Watson (Apologies received post-meeting from Susannah Long and Ben Smith.)	
2	Notes of the last meeting: The notes of the last meeting were agreed as a true record.	
3	Matters Arising: 3.1 SK asked for comments on LH's statement to go to him. LH stated that the document was only her recollection, and not intended to be anything other than that. She would ask for her name to be removed from it if it were represented as anything else. 3.2 Storyboard: Please send addition/comments to MD by 16 January.	ALL
4	Progress by sub-groups 4.1 Communications: Two documents were tabled. <ul style="list-style-type: none"> • The first contained suggestions for spokespeople. It was agreed that ST would pull together a spokespersons group. • The second was the communications action plan for comment. Further documents to be circulated by email. It was agreed that when finalised the strategic aims should be converted into messages reflected in the plan. ST to update Graham Groves, Comms lead at the SHA. ST to produce weekly update to circulate to RS and PM via MD. • It was agreed that by the February meeting the comms and legal teams would have arrived at proposed statements around the story. To be circulated one week before the next meeting, ie 26th January. Clinicians to be involved. 4.2 Legal issues. SK gave a verbal report, having tabled an agenda. <ul style="list-style-type: none"> • Purpose of the inquest: SK stated that the inquest will be an investigation into how the patients met their deaths, not a wider 'Article 2' investigation. Questioning under Rule 43 (for the prevention of future deaths) was possible 	ST ST ST ST ST/Legal Teams

	<p>due the time that has elapsed, and we will need to be able to assure the coroner that the same issues would not arise now.</p> <ul style="list-style-type: none"> • Current position with the Coroner: not replied to enquiries about venue etc. • Return of documents from the Police: The coroner has authorised the police to release the medical records. SK to liaise. • Update on the position with counsel: A provisional date for briefing counsel has been arranged for 23rd January. • Defence organisations: the MPS do not see a conflict of interests between the interests of PHT and its consultants. Dr JB is being represented by the MDU. Dr IR (PHT) has a copy of the police's expert evidence for review, and may decide to go to his professional defence organisation in the light of it. SK and CG from the NMC will discuss potential conflicts of interest when the comms documents are finalised. CG to ask the NMC if the cases against the nurses have been closed. • Staff briefing and support: SK had conducted two staff briefings in December, one at PHT and one at GWMH. • Evidential position: Although it was agreed that preparations must be made for the intense questioning that the AVMA barrister will want to ask, there is no need to proffer the evidence if not asked. Statements may need to be taken from other members of staff in case needed. • The timeline produced by LH will need additional dates inserting, such as the dates of the different organisational restructuring. 	<p>SK</p> <p>SK/CG</p> <p>CG</p> <p>SK</p> <p>MD</p>
5	<p>Feedback on Actions</p> <p>5.1 CHI action plans: MD reported that all organisations had delivered their CHI action plans in a timely way, but the evidence base from PCTPCT and HPT was awaited. Eileen Spiller and Keith Ollerhead would now conduct a paper-based assurance exercise, the output of which would be a brief summary of assurance derived from the evidence, which would be sent to the SHA. Organisations are asked to get sign off for their action plans from within their organisation by February 6th. If it is signed off by a committee it must be a committee that reports to the Trust Board. The outcome of the ES/KO review will be circulated to organisations by Friday 9th January.</p> <p>5.2 History storyboard: As in final bullet point of legal input: the timeline needs additional dates to be added in order to be useful to the legal team. All to contribute, dates to MD.</p>	<p>ALL</p> <p>MD</p> <p>MD</p>
6	<p>Any Other Business</p> <p>No further business was raised and the meeting closed.</p>	
7	<p>Date of next meeting</p> <p>Monday 2nd February 2009, 11.00 – 12.30, Room 8, Dame Judith Professional Centre, Sundridge Close, Cosham, PO6 3JL. Please note the change in venue and time. Link to map: 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 list**Portsmouth City Teaching PCT**

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

Portsmouth Hospitals NHS Trust

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

Hampshire Partnership NHS Trust

Pat Shirley (PS), Catherine Watson (CW)

Hampshire PCT

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

Trimedia

Caroline Searle (CS), Julie Dean (JD)

SHA Representative

Benita Playfoot (BP) [Graham Groves (GG) for info]

Legal Representative

Kiran Bhogal (KB), Jill Mason (JM)

RCN Representative

Betty Woodland (BW)

RCN Legal Representative

Chris Green (CG)