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**From:** [REDACTED]  
**Sent:** 01 April 2014 15:41  
**Cc:** Correspondence MB; McIntosh, Oonagh; Heaps, Nick; [REDACTED]  
**Subject:** The Morecambe Bay Investigation Panel Meeting Thursday 3 April  
**Attachments:** Agenda 03.04.2014.doc

**Message from the Secretary to the Investigation, Oonagh McIntosh**

The next Morecambe Bay Investigation Panel Meeting will take place on Thursday 3 April at The Conference Room, Ground Floor, Park Hotel, East Cliff, Preston, PR1 3JT. Park Hotel is a building managed by Lancashire County Council and is a five minute walk from Preston Railway Station. There is a large car park at the Fishergate Shopping Centre that is within easy walking distance of the venue.

The meeting will commence at 11.00am and an agenda for the meeting is attached.

You will appreciate that the Investigation needs to make practical arrangements to ensure that the Panel Meeting runs as smoothly as possible and it would therefore be helpful to know by 16:00 tomorrow if you are attending the meeting or sending a relative to the Meeting in your place. If you are sending a representative in your place, it is important that their name, and their relationship to you, is provided in advance. The Investigation can only permit family representatives to attend the Panel Meetings and oral hearings.

If you have any queries regarding the contents of this email please do not hesitate to contact the Investigation via e-mail or by telephone on 01772 536376.

Yours sincerely

**OONAGH McINTOSH**  
**SECRETARY TO THE INVESTIGATION**

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# **THE MORECAMBE BAY INVESTIGATION**

Chaired by Dr Bill Kirkup CBE

## **PANEL MEETING**

**To be held at 11.00 am on Thursday 03 April  
at Park Hotel, Preston**

## **AGENDA**

<b>No</b>	<b>Item</b>	<b>Lead Person</b>
1	Welcome and Chairman's opening comments	
2	Apologies	Bill Kirkup
3	Matters arising from the last meeting	Oonagh McIntosh
4	Update on the revised timeline and the meeting with families in Barrow-in-Furness	Bill Kirkup
5	Evidence gathering process	Oonagh McIntosh
6	Update on progress: <ul style="list-style-type: none"><li>• Clinical sub group – Stewart Forsyth</li><li>• Trust response sub group – Geraldine Walters</li><li>• External response and governance sub group – Jonathan Montgomery</li></ul>	Clinical sub group Leads
7	Sub group leads meeting on 9 and 10 April	Oonagh McIntosh
8	Revised timeline for the work of the Investigation	Oonagh McIntosh
9	Interview protocol and programme	Oonagh McIntosh
10	AOB	
11	Date of the next meeting	

12/6/14

Good Afternoon,



In January and February 2014 the Morecambe Bay Investigation placed an article in the Lancaster Guardian, Morecambe Visitor, North West Evening Mail and Westmorland Gazette local papers. The article asked families affected by issues relating to Neonatal, Maternity and Serious Untoward Incidents at The Morecambe Bay Hospitals Trust between January 2004 and June 2013 to contact the Investigation if they wished to bring their cases to the attention of the Investigation.

You contacted the Investigation and you were sent a form to complete and return to allow the Panel to consider your case.

To date your response has not been received and as the Investigation has moved into its interviewing stage, we would urge you to please return the form to the Investigation no later than 30 June to allow enough time for your case to be considered. Any information received after this date may not be considered.

If you have any questions please do not hesitate to contact the Investigation.

Kind regards

  
Executive Secretariat Support, Morecambe Bay Investigation  
Third Floor – Park Hotel, East Cliff, Preston, PR1 3EA  
E: @mbinvestigation.org | T:01772 536388  
**(Postcode for Sat Nav systems PR1 3JT)**

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**From:** [REDACTED]  
**Sent:** 14 April 2014 13:07  
**To:** Correspondence MB  
**Cc:** McIntosh, Oonagh  
**Subject:** Letter from Oonagh McIntosh, Secretary to the Morecambe Bay Investigation  
**Attachments:** 20140414LettertotheFamiliesReQuestionsForInterviews.docx

Please find attached a letter from Oonagh McIntosh, Secretary to the Morecambe Bay Investigation.

Kind regards

**Alison Massam**

PA/Executive Secretariat Support, Morecambe Bay Investigation

Third Floor – Park Hotel, East Cliff, Preston, PR1 3EA

E: [Alison.massam@mbinvestigation.org](mailto:Alison.massam@mbinvestigation.org) | T:01772 536376

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14 April 2014

## **QUESTIONS TO BE ADDRESSED TO INTERVIEWEES**

As you know from the recent meeting with the Chairman, Dr Bill Kirkup, the Investigation will shortly be commencing the second phase of the evidence gathering process – the interview programme.

The Chairman has indicated that he will be looking further at the themes that are emerging from the evidence he and the expert advisors are currently reviewing.

While the objective of the Investigation is to set out a comprehensive account of events to address its terms of reference, we realise that families may have additional very specific areas of concern, often related to particular aspects of their own experiences with the Trust. We want to ensure that these are also answered as fully as possible. Some families have already provided the Investigation Chairman and Panel with those specific questions that they are hoping the Investigation will endeavour to answer, but we are aware that not all have done so.

We would like to offer you the opportunity to identify any individual points that you wish the Panel to address as part of the Investigation, to ensure that all the areas that concern you specifically are addressed. I should emphasise that you do not have to do this, and the Investigation will in any case seek to cover all of the ground, but if you would like to contribute we will need your response by Wednesday 30 April.

Your replies should be sent via the Investigation's correspondence mailbox [correspondence@mbinvestigation.org](mailto:correspondence@mbinvestigation.org) or, if in writing, marked for my attention to The Morecambe Bay Investigation, 3<sup>rd</sup> Floor, Park Hotel, East Cliff, Preston, PR1 3EA.

Should you have any queries regarding this letter please do not hesitate to contact the Investigation on 01772 536376.

I look forward to hearing from you.

Yours sincerely,

**OONAGH McINTOSH**

**SECRETARY TO THE INVESTIGATION**