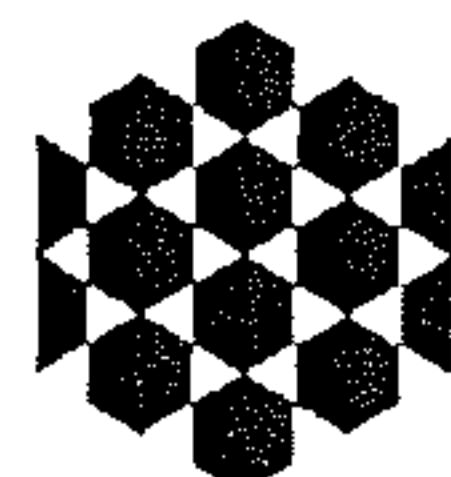


From the Permanent Secretary
Clive Gowdy CB



Department of

**Health, Social Services
and Public Safety**

An Roinn

**Sláinte, Seirbhísí Sóisialta
agus Sábháilteachta Poiblí**

www.dhsspsni.gov.uk

Mr Doug Smyth
Chairman
NI Ambulance Service HSS Trust
Knockbracken Healthcare Park
Saintfield Road
BELFAST BT8 8SG

Castle Buildings
Stormont Estate
BELFAST BT4 3SQ

Tel: [REDACTED]

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Email: [REDACTED]

4 November 2004

Dear Doug,

UTV INSIGHT PROGRAMME

The recent UTV Insight programme made a number of allegations associated with the tragic death of Lucy Crawford. As you will be aware, the Minister has announced the setting up of an independent inquiry in to the issues raised in the programme. To facilitate the inquiry there is a need to ensure that all relevant records and documents are secured so that, if necessary, they can be made available for independent examination.

To that end, I am writing to advise you that the Department now requires you as Chair of the NI Ambulance Service HSS Trust to take whatever steps are necessary to secure and keep safe all documentation which is within the custody or control of the Trust, or its employees servants or agents, including draft documentation and information in electronic format pertaining to the death of

- Lucy Crawford
- Raychel Ferguson
- Adam Strain

This should include:

- All medical, nursing and other clinical notes and records associated with each case
- All reports (including draft reports) commissioned or produced by the Trust or its employees on any aspect of these cases
- All notes of meetings or discussions concerning each case
- All legal advice received by the Trust in connection with these cases

The material above should be sorted, referenced to an appropriate index and retained.

DHSSPS-C Gowdy

Working for a Healthier People



INVESTOR IN PEOPLE

001-121-362

I would further require that you confirm to me in writing that your organisation has taken the necessary action and secured all relevant information **by Friday 19 November.**

Yours sincerely,

D C Gowdy

D C GOWDY
Permanent Secretary

DHSSPS-C Gowdy

Working for a Healthier People

001-121-363