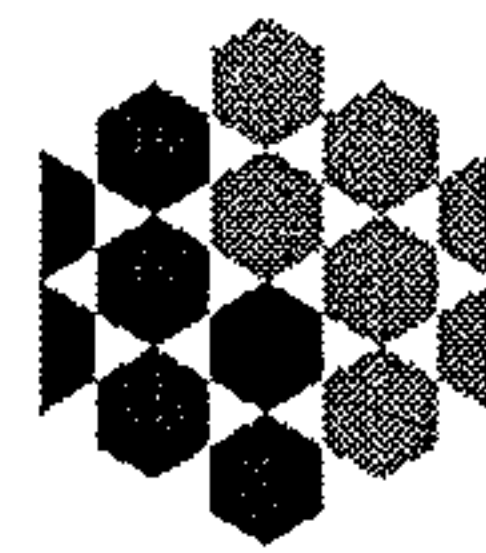


**MEMO**



Department of

**Health, Social Services  
and Public Safety**

An Roinn

**Sláinte, Seirbhísí Sóisialta  
agus Sábháilteachta Poiblí**

[www.dhsspsni.gov.uk](http://www.dhsspsni.gov.uk)

From: Andrew Hamilton

Date: 27 October 2004

To: Secretary

---

**UTV INSIGHT PROGRAMME**

I attach for your consideration

Draft letter to HSS organisations requiring action to be taken in connection with the securing of records pertaining to the Lucy Crawford et al cases

Draft memo on the same subject to Board members

These have been cleared by Noel Kelly.

I specifically raised the issue of whether you should formally direct the organisations to take the necessary steps or simple require them to do so. His advice was that 'require' would suffice.

Happy to discuss

**ANDREW HAMILTON**

**DHSSPS**

## DRAFT LETTER

To Chairs of: Altnagelvin Health & Social Trust  
Royal Group of Hospitals & Dental Hospitals HSS Trust  
Sperrin Lakeland Health & Social Care Trust  
Western Health & Social Service Board

Dear

### UTV INSIGHT PROGRAMME

The UTV Insight programme of last Thursday evening made a number of allegations associated with the tragic death of Lucy Crawford. The Department is currently considering how it should respond to these allegations. Without prejudice to the outcome of these deliberations 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 [Altnagelvin, Royal Group of Hospitals, Sperrin Lakeland] Health & Social Services Trust/[Western Health & Social Services Board] to take whatever steps are necessary to secure and keep safe all documentation which is within the custody or control of the Trust/ [Board], 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

DHSSPS

002-019-105

- All legal advice received by the Trust/Board in connection with these cases

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

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 5 November.

I am copying this letter to your Chief Executive.

Yours sincerely,

**D C GOWDY**



## **DRAFT LETTER**

Board Members

### **UTV INSIGHT PROGRAMME**

The UTV Insight programme of last Thursday evening made a number of allegations associated with the tragic death of Lucy Crawford. The department is currently considering how it should respond to these allegations.

In the interim there is a need to ensure that all relevant records and documents are secured so that if necessary they can be made available for future examination.

I would therefore ask you to undertake a search within your business area of all official records and working papers files including electronic files and material relating to the deaths of

- Lucy Crawford
- Raychel Ferguson
- Adam Strain

The information and material should be sorted, referenced to an appropriate index and passed to Mr Ambrose Owens.

I would ask you to confirm to me by Friday 5 November that the necessary action has been taken.

I am writing in a similar vein to the Chair of Altnagelvin, Royal Group of Hospitals, Sperrin Lakeland and WHSSB and copy correspondence is attached for you information.

**DHSSPS**

002-019-107

## Norris, Hilary

---

**From:** Young, Christine  
**Sent:** 28 October 2004 15:42  
**To:** Don Hill; Doreen Wilson; Dr Henrietta Campbell; Hamilton, Andrew; John Cole (E-mail); Judith Hill; Norman Morrow; Paul Martin; Paul Simpson  
**Cc:** Owens, Ambrose; Maguire, Philip  
**Subject:** FW: UTV Insight Programme

To all  
To see attached minute from Secretary and your hidden copy of letters to the Chairs of Altnagelvin, Sperrin Lakeland, Royal Group of Hospitals Trusts and the Western Health & Social Services Board.

To note deadline of 5 November.  
Christine  
x 20662



cg160.doc

-----Original Message-----

**From:** Young, Christine  
**Sent:** 28 October 2004 15:37  
**To:** 'sburnside'; 'hills'; 'william.mckee'; 'slindsay'  
**Subject:** UTV Insight Programme

To all  
To see attached letters from Mr D C Gowdy, DHSSPS. Please pass to your CHAIRS and copy to Chief Executives.  
Thank you.  
Christine  
[REDACTED]



cg162.PDF



cg163.PDF



cg164.PDF



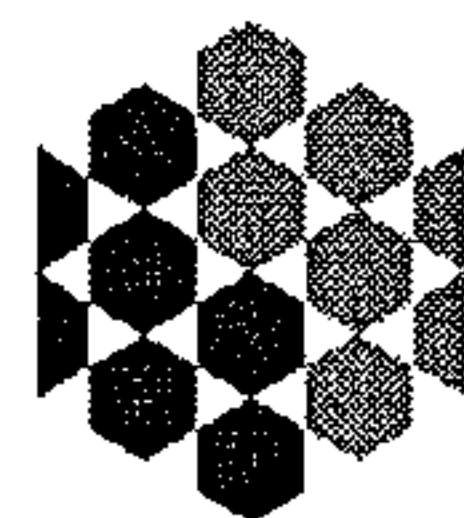
cg165.PDF

DHSSPS

002-019-108



From the Permanent Secretary  
Clive Gowdy CB



Department of  
**Health, Social Services  
and Public Safety**

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Castle Buildings  
Stormont Estate  
BELFAST BT4 3SQ

Tel: [REDACTED]

Fax: [REDACTED]

Email: [REDACTED]

cc Mr Owens  
Mr Maguire

BY EMAIL

From: D C Gowdy  
Date: 28 October 2004  
To: Board Members

## UTV INSIGHT PROGRAMME

The UTV Insight programme of last Thursday evening made a number of allegations associated with the tragic death of Lucy Crawford. The Minister is currently considering how she should respond to these allegations.

In the interim there is a need to ensure that all relevant records and documents are secured so that if necessary they can be made available for future examination.

I would therefore ask you to undertake a search within your business area of all official records and working papers files including electronic files and material relating to the deaths of

- Lucy Crawford
- Raychel Ferguson
- Adam Strain

The information and material should be sorted, referenced to an appropriate index and passed to Ambrose Owens.

I would ask you to confirm to me **by Friday 5 November** that the necessary action has been taken.

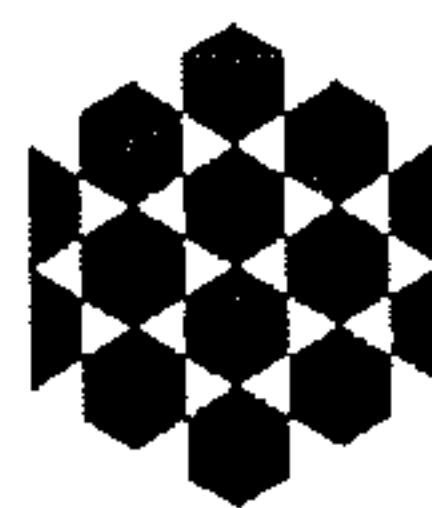
I am writing in similar vein to the Chair of Altnagelvin, Royal Group of Hospitals, Sperrin Lakeland and WHSSB and copy correspondence is attached for your information.

D C GOWDY  
Permanent Secretary

**DHSSPS**



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](http://www.dhsspsni.gov.uk)

Mr G Guckian  
Chairman  
Altnagelvin Hospitals HSS Trust  
Glenshane Road  
LONDONDERRY  
BT47 1SB

Castle Buildings  
Stormont Estate  
BELFAST BT4 3SQ

Tel: [REDACTED]

Fax: [REDACTED]

Email: [REDACTED]

28 October 2004

*Dear Gerard,*

#### **UTV INSIGHT PROGRAMME**

The UTV Insight programme of last Thursday evening made a number of allegations associated with the tragic death of Lucy Crawford. The Department is currently considering how it should respond to these allegations. Without prejudice to the outcome of these deliberations 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 Altnagelvin Hospitals Health & Social Services 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**

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 5 November**.

I am copying this letter to your Chief Executive and to the Chairs and Chief Executives of the Royal Group of Hospitals and Dental Hospitals HSS Trust, Sperrin Lakeland Health & Social Care Trust and the Western Health & Social Services Board.

Yours sincerely,

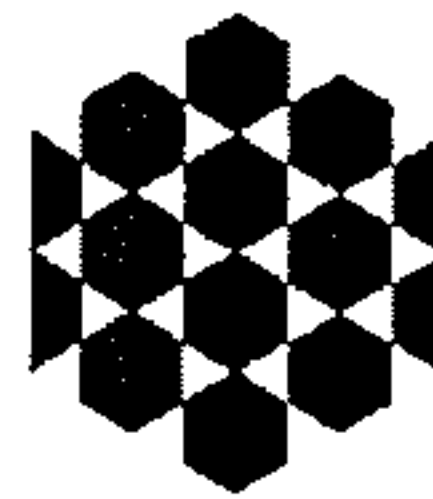
Oliver Gowdy.

D C GOWDY  
Permanent Secretary

DHSSPS



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](http://www.dhsspsni.gov.uk)

Mrs Anne Balmer  
Chair  
Royal Group of Hospitals and Dental Hospitals HSS Trust  
274 Grosvenor Road  
BELFAST  
BT12 6BP

Castle Buildings  
Stormont Estate  
BELFAST BT4 3SQ

Tel: [REDACTED]

Fax: [REDACTED]

Email: [REDACTED]

28 October 2004

*Dear Anne,*

#### **UTV INSIGHT PROGRAMME**

The UTV Insight programme of last Thursday evening made a number of allegations associated with the tragic death of Lucy Crawford. The Department is currently considering how it should respond to these allegations. Without prejudice to the outcome of these deliberations 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 Royal Group of Hospitals and Dental Hospitals 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
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- All notes of meetings or discussions concerning each case
- All legal advice received by the Trust in connection with these cases

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**DHSSPS**

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 5 November**.

I am copying this letter to your Chief Executive and to the Chairs and Chief Executives of the Altnagelvin Hospitals Health & Social Services Trust, Sperrin Lakeland Health & Social Care Trust and the Western Health & Social Services Board.

Yours sincerely,

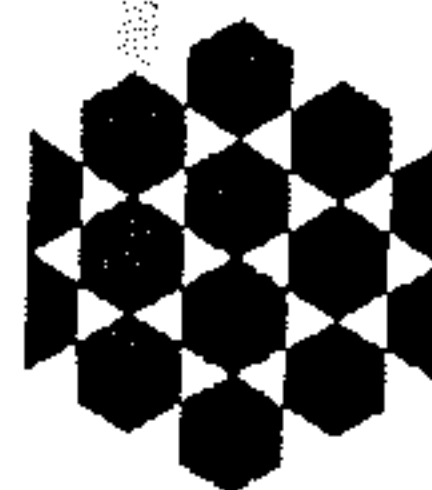
David Gowdy

D C GOWDY  
Permanent Secretary

DHSSPS



From the Permanent Secretary  
Clive Gowdy CB



Department of  
**Health, Social Services  
and Public Safety**

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agus Sábháilteachta Poiblí**

[www.dhsspsni.gov.uk](http://www.dhsspsni.gov.uk)

Mr Harry Mullan  
Chairman  
Sperrin Lakeland Health & Social Care Trust  
Strathdene House  
Tyrone & Fermanagh Hospital  
OMAGH  
BT79 ONS

Castle Buildings  
Stormont Estate  
BELFAST BT4 3SQ

Tel: [REDACTED]

Fax: [REDACTED]

Email: [REDACTED]

28 October 2004

*Dear Harry,*

#### **UTV INSIGHT PROGRAMME**

The UTV Insight programme of last Thursday evening made a number of allegations associated with the tragic death of Lucy Crawford. The Department is currently considering how it should respond to these allegations. Without prejudice to the outcome of these deliberations 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 Sperrin Lakeland Health & Social Care 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**

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 5 November**.

I am copying this letter to your Chief Executive and to the Chairs and Chief Executives of the Royal Group of Hospitals and Dental Hospitals HSS Trust, Altnagelvin Hospitals Health & Social Services Trust and the Western Health & Social Services Board.

*Yours sincerely,*

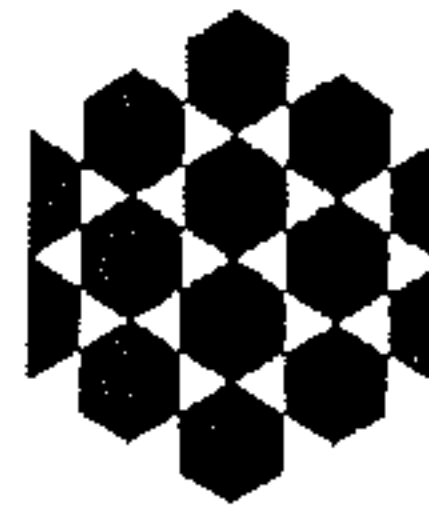
*D C Gowdy*

D C GOWDY  
Permanent Secretary

DHSSPS



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](http://www.dhsspsni.gov.uk)

Ms Karen Meehan  
Chair  
Western Health & Social Services Board  
15 Gransha Park  
Clooney Road  
LONDONDERRY  
BT47 6FN

Castle Buildings  
Stormont Estate  
BELFAST BT4 3SO  
Tel: [REDACTED]  
Fax: [REDACTED]  
Email: [clive.gowdy@dhsspsni.gov.uk](mailto:clive.gowdy@dhsspsni.gov.uk)

28 October 2004

*Dear Karen,*

#### **UTV INSIGHT PROGRAMME**

The UTV Insight programme of last Thursday evening made a number of allegations associated with the tragic death of Lucy Crawford. The Department is currently considering how it should respond to these allegations. Without prejudice to the outcome of these deliberations 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 Western Health & Social Services Board to take whatever steps are necessary to secure and keep safe all documentation which is within the custody or control of the Board, 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
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- All notes of meetings or discussions concerning each case
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The material above should be sorted, referenced to an appropriate index and retained.

**DHSSPS**

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 5 November**.

I am copying this letter to your Chief Executive and to the Chairs and Chief Executives of the Royal Group of Hospitals and Dental Hospitals HSS Trust, Altnagelvin Hospitals Health & Social Services Trust and the Sperrin Lakeland Health & Social Care Trust.

*Your sincerely,*

*D C Gowdy*

D C GOWDY  
Permanent Secretary

DHSSPS