

Dear ,

Please find attached a letter and proforma from Paul Roberts, Documents and Evidence Manager at the Investigation.

The letter is regarding evidence material you have provided to the Investigation and what will happen to it now the Report had been published.

Please be aware that the letter requires a response from you by next Monday.  
If you have any queries please do not hesitate to contact the Investigation

# THE MORECAMBE BAY INVESTIGATION

Chaired by Dr Bill Kirkup CBE

Via email

3<sup>rd</sup> Floor  
Park Hotel  
East Cliff  
Preston  
Lancashire  
PR1 3EA

Reference: RP PR 0115 FAML

Dear 

18 March 2015

## REPATRIATION or DESTRUCTION OF MATERIAL PROVIDED TO THE MORECAMBE BAY INVESTIGATION

Now that the Investigation has published its Report it has begun the work of closing its offices. This will require us to return or destroy all material submitted during its work.

During the course of the Investigation, you have provided evidence to assist the Chairman and his Panel of expert advisors in meeting the terms of reference.

It is the intention of the Investigation to either:

- Return the material to you; or
- Destroy the material and provide you with confirmation of destruction; and
- Delete electronic material from the Investigation's system

The attached proforma asks you what action you would like the Investigation Secretariat to take with the material you provided.

It would be appreciated if you could complete the attached proforma and return it via email indicating your preferred option. Completed proforma's should be sent to:

[correspondence@mbinvestigation.org](mailto:correspondence@mbinvestigation.org)

to arrive by 4.00pm on 23 March 2015.

It is important that we hear directly from you about this. If the Investigation does not receive a response to this letter then the hard copy material you supplied will have to be returned to you and this will be despatched on 27 March 2015. However if you do not require the material this would involve the Investigation incurring unnecessary expense when the material could be securely destroyed on site. All material you have supplied electronically

Telephone: 01772 536376

Email: [correspondence@mbinvestigation.org](mailto:correspondence@mbinvestigation.org)

*Independent investigation into the management, delivery and outcomes of care provided by the Maternity and Neonatal services of University Hospitals of Morecambe Bay Trust from January 2004 – June 2013*

will have to be deleted from the Investigation's IT system and this will be completed at a later date and you will receive confirmation.

If you have any queries, please do not hesitate to contact me directly on 01772 536401 or by email to [paul.roberts@mbinvestigation.org](mailto:paul.roberts@mbinvestigation.org)

Yours sincerely,

**PAUL ROBERTS**  
**DOCUMENTS AND EVIDENCE MANAGER**

# THE MORECAMBE BAY INVESTIGATION

Chaired by Dr Bill Kirkup CBE

Please select the appropriate box

Family name: [REDACTED]

I would like:

All material returned

All material destroyed

Where material is to be destroyed or deleted, I would like:

Confirmation of destruction

Confirmation of deletion from the Investigation's system

Confirmation not required

Send to: [correspondence@mbinvestigation.org](mailto:correspondence@mbinvestigation.org)

To arrive by 4.00pm 23 March 2015

Reference: RP/PR/0115/FAMP

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