

13 March 2015

To all foundation trust chief executives

Dear colleague,

You will know that, following the death of Jimmy Savile and subsequent allegations of his wrongdoing at NHS organisations, the Department of Health launched an inquiry into his activities across the NHS. In total, 44 reports have now been published following investigations triggered by this exercise.

While many of these actions took place a long time ago and, in some cases, at institutions that no longer exist, everyone within the NHS has a responsibility to make sure nothing like this can ever happen again.

The Secretary of State for Health asked Kate Lampard QC to produce a 'lessons learned' report, drawing on the findings from all published investigations to identify areas of potential concern across the NHS. The report was published on 26 February and includes 14 recommendations for the NHS, the Department of Health and wider government. The full report can be found [here](#).

The Secretary of State for Health has accepted in principle 13 of these recommendations, 10 of which apply to NHS trusts and foundation trusts. Although the Secretary of State did not accept recommendation 6 on Disclosure and Barring (DBS) checks, organisations are asked to consider the use of these checks (standard or enhanced) where appropriate. The recommendations are summarised in Annex A.

I ask you to read this report, assess the relevance of its recommendations to your own organisation and take any action necessary to protect patients, staff, visitors and volunteers. Given the severity of this issue, it is important to be able to demonstrate the improvements made to safeguarding across the system. I therefore ask that you respond to this letter by **5pm Monday, 15 June 2015** with an overview of any necessary actions that you have taken as a result of the recommendations in the report or, where these are in progress, the date by which they will be completed.

If you wish, you may use the template attached. Please send your response by email to:

MonitorJSlearnings@monitor.gov.uk

Thank you for your assistance in this matter.

Yours sincerely

A handwritten signature in black ink, appearing to read 'David Bennett', with a long horizontal flourish extending to the right.

David Bennett

Chief Executive, Monitor

Annex A

Report on actions in response to Kate Lampard's report into Themes and lessons learnt from NHS investigations into matters relating to Jimmy Savile				
NAME OF TRUST:				
<i>(add more lines to the table if necessary)</i>				
Recommendation	Issue identified	Planned Action	Progress to date	Due for completion
I confirm that this NHS foundation trust Board reviewed the full recommendations in Kate Lampard's lessons learnt report				
SIGNED:		DATE:		
CE NAME:				

Please return to MonitorJSlearnings@monitor.gov.uk by 5pm Monday 15 June 2015. If you have any questions or queries you may also use this email address to send them to us.

Annex A: Themes and lessons learnt from NHS investigations into matters relating to Jimmy Savile

Recommendations for NHS trusts and NHS foundation trusts

R1 All NHS hospital trusts should develop a policy for agreeing to and managing visits by celebrities, VIPs and other official visitors. The policy should apply to all such visits without exception.

R2 All NHS trusts should review their voluntary services arrangements and ensure that:

- they are fit for purpose;
- volunteers are properly recruited, selected and trained and are subject to appropriate management and supervision; and
- all voluntary services managers have development opportunities and are properly supported.

R4 All NHS trusts should ensure that their staff and volunteers undergo formal refresher training in safeguarding at the appropriate level at least every three years.

R5 All NHS hospital trusts should undertake regular reviews of:

- their safeguarding resources, structures and processes (including their training programmes); and
- the behaviours and responsiveness of management and staff in relation to safeguarding issues to ensure that their arrangements are robust and operate as effectively as possible.

R7 All NHS hospital trusts should undertake DBS checks (including, where applicable, enhanced DBS and barring list checks) on their staff and volunteers every three years. The implementation of this recommendation should be supported by NHS Employers.

R9 All NHS hospital trusts should devise a robust trust-wide policy setting out how access by patients and visitors to the internet, to social networks and other social media activities such as blogs and Twitter is managed and where necessary restricted. Such policy should be widely publicised to staff, patients and visitors and should be regularly reviewed and updated as necessary.

R10 All NHS hospital trusts should ensure that arrangements and processes for the recruitment, checking, general employment and training of contract and agency staff are consistent with their own internal HR processes and standards and are subject to monitoring and oversight by their own HR managers.

R11 NHS hospital trusts should review their recruitment, checking, training and general employment processes to ensure they operate in a consistent and robust manner across all departments and functions and that overall responsibility for these matters rests with a single executive director.

R12 NHS hospital trusts and their associated NHS charities should consider the adequacy of their policies and procedures in relation to the assessment and management of the risks to their brand and reputation, including as a result of their associations with celebrities and major donors, and whether their risk registers adequately reflect such risks.

R13 Monitor, the Trust Development Authority, the Care Quality Commission and NHS England should exercise their powers to ensure that NHS hospital trusts, (and where applicable, independent hospital and care organisations), comply with recommendations 1, 2, 4, 5, 7, 9, 10 and 11.

R14 Monitor and the Trust Development Authority should exercise their powers to ensure that NHS hospital trusts comply with recommendation 12.