



## Freedom of Information request & West Norfolk CCG response

### WN358 - Suppliers & Funeral Directors

#### **PART A**

- 1. Please state, which business directory the trust or CCG uses when searching for suppliers.**

Neither WNCCG, NNCCG nor SNCCG use business directories when searching for suppliers.

- 2. Does a company need to have a listing in a particular business directory in order for the trust or CCG to consider the company as a potential supplier?**

No

- 3. What is the name of the online business directory used by the trust or CCG?**

Please refer to the response to question one.

- 4. What is the procedure in setting up a business contract with the trust or CCG?**

Contracts follow the relevant NHS guidance and EU regulations around procurement.

#### **PART B**

1. Which funeral director does the trust or CCG use? What is the reasoning for using this particular funeral director?

2. Is there a contract with this funeral director?

3. What is the name of the firm, company and/or individual used by the trust or CCG, in order to help find missing or unknown family members in order to arrange a funeral?

4. Is there a contract with this firm, company and/or individual? What is the reasoning for using this particular firm, company and/or individual?

5. If a funeral needs to take place and there are no family members or next of kin who can arrange the funeral, who is responsible for finding missing or unknown family members? Please provide contact name and details.
6. Within the trust or CCG who refers information to the council, Duchy of Cornwall, Duchy of Lancaster, Ultimus Haeres, QLTR, Farrer & Co and/or Treasury Solicitor and/or Bona Vacantia, and/or ? Please provide name and contact details.
7. Does the trust or CCG refer these deaths to the local council in which a public health funeral is necessary?
8. What are the contact details of the person (within the trust or CCG) who refers these deaths to the council?
9. Within the last 12 months, how many referrals has the trust or CCG made to either the council, Duchy of Cornwall, Duchy of Lancaster, Ultimus Haeres, QLTR, Farrer & Co and/or Treasury Solicitor (or Bona Vacantia)?
10. Of the cases that have been referred (to the above mentioned bodies), please provide:
- Date of referral made to any of the above mentioned bodies
  - Reason for not referring to the above mentioned bodies
  - The name of the deceased
  - Date of death
  - Last known address
  - Place of death
  - Date of birth
  - Have family members and/or next of kin been contacted?
  - Who contacted their family members and/or next of kin? (name and contact details)

Are these details published online? Please provide URL and name of website.

11. Are obituaries published for these funerals, in order for friends and/or family members (who are not aware of the death) to attend the funeral? What is the name of the website/publication in which these obituaries are placed?

***It is not the responsibility of the CCGs to notify the council of a death where there is no next of kin. NNCCG, SNCCG and WNCCG do not commission the services of funeral directors. Your request would be better directed to the Acute Trusts; where their FOI request procedure can be found from their respective websites:***

***NUUH (for SNCCG & NNCCG): <http://www.nnuh.nhs.uk/Dept.asp?ID=282&q>***

***QEH (for WNCCG): <http://www.qehkl.nhs.uk/freedom-of-information.asp>***