

Information Governance Department

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Ref: FOI2014/2318
Date Received: 6th October 2014
Response Due: 3rd November 2014

3rd November 2014

Dear ,

INFORMATION REQUEST UNDER THE FREEDOM OF INFORMATION ACT 2000

We are now pleased to respond to your request for information under the Freedom of Information Act.

You asked:

Part A

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

We do not use a Business Directory, we tender direct for these services through our Procurement Department.

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

A company does not need to have a listing in a particular Directory.

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

N/A

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

The Trust operates a tending procedure dependant on contract value

Part B

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

The Trust uses Middleton & Wood, Wigan, the reasons being cost, efficiency and quality.

- 2. Is there a contract with this funeral director?**

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Chief Executive: Andrew Foster CBE

Yes, there is a 12 month contract

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

Duchy of Lancaster

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?**

There is no contract, it is a public body which provides a confidential on line service.

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.**

Mr N M Bastow, Facilities Manager, arranges the funeral in the case of no family members or next of kin. An advertisement is placed in the local press, no other investigations take place other than that.

6. **Within the trust 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.**

Mr N M Bastow, Facilities Manager. Nick.Bastow@wwl.nhs.uk

7. **Does the trust refer these deaths to the local council in which a public health funeral is necessary?**

The Trust does not refer these deaths to the local council; for hospital deaths it is the responsibility of the Trust to arrange and finance.

8. **What are the contact details of the person (within the trust) who refers these deaths to the council?**

N/A

9. **Within the last 12 months, how many referrals has the trust made to either the council, Duchy of Cornwall, Duchy of Lancaster, Ultimus Haeres, QLTR, Farrer & Co and/or Treasury Solicitor (or Bona Vacantia)?**

The Trust has referred 3 cases to the Duchy of Lancaster

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)**

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Refusal Notice: Section 41 – Information provided in confidence

Section 41 of the Act sets out an exemption from the right to know where the information requested was provided to the public authority in confidence. It has been confirmed by the Information Tribunal that the duty of confidentiality does continue after the death of an individual to whom that duty is owed. Where there is a legally enforceable duty of confidentiality owed to a living individual, after death it can be enforced by the deceased's personal representative. Every person on death has a personal representative and it will not be necessary to identify the individual who has this responsibility. This principle is of particular relevance to those public authorities holding records about an individual's personal details, such as health records, banking details or the provision of care.

- Where possible family members or next of kin are contacted
- Bereavement Services and Mr N M Bastow contact family members.

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

N/A

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?

Obituaries are published by the individual funeral director in the local press.

I hope you find this information useful, however if you are not entirely satisfied with this response please do not hesitate to contact the Information Governance Department on 01257 256335. If we do not hear from you within 28 days we will assume that we have been able to accommodate your request under the Freedom of Information Act 2000.

Yours sincerely,



Andrew Foster
Chief Executive

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If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to: Information Governance Department, Wrightington, Wigan and Leigh NHS Foundation Trust, WrightingtonHospital, Hall Lane, AppleyBridge, Wigan, WN6 9EP

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision. Generally the ICO cannot make a decision unless you have exhausted the complaints procedure at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

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