

FREEDOM OF INFORMATION ACT 2000

Your request for information has now been considered and the Council's response to your questions is shown below.

You asked:

- 1. What steps does the council take to contact family members or relatives when a person dies and there is no arrangement of a funeral?**

ANSWER

Most referrals come via the Coroner's Office who have taken steps to identify any family. This includes placing a Notice in the Leicester Mercury. Leicester City Council will also look for details of relatives and friends when searching a property.

- 2. Does a council officer visit the property of the deceased?**

Yes

- 3. What is the name, department, address, telephone # and email address of the officer responsible for visiting the property of the deceased?**

Area Environmental Health Team

- 4. If the council is unable to locate family or relatives, what additional steps are taken?**

None

- 5. If another company is used to locate family members or next of kin, please provide the name of the company.**

No company is used.

- 6. Which funeral director does the council use when there is a public health funeral to arrange? Provide name, address, telephone # and email address.**

This acts as the statutory refusal notice required by section 17.1 of the Freedom of Information Act 2000 because of the reasons contained in FOIA S43.2 – the disclosure of this information would, or would be likely to, prejudice the commercial interests of any person (including the authority holding it).

- 7. How many public funerals have there been since 20 November 2012?**

For each public health funeral –

7a. What is the name, address, telephone # and email address of the funeral director who arranged the funeral?

Co-operative Funeral Services
Windsor House
131 Humberstone Road, Leicester, LE5 3AD

Tel: 0116 251 6906

7b. Who traced the next of kin or family member? (Please note that the answer should comprise of the name of the person, department, address, telephone # and email address)

Area Environmental Health Team
A4 NWC
Leicester City Council
Leicester LE1 6ZG
Tel: 0116 252 6407
E-mail environmental.health@leicester.gov.uk

7c. Have the next of kin or family been traced?

7d. What is the first name and surname of the deceased?

7e. What is the deceased's date of death and date of birth

7f. What was the last known address?

7g. How much did the funeral cost?

7h. How will the council recover the funeral cost?

**7i. Have you informed any government organisation of this funeral? If yes, provide the name.
If not, why?**

7j. Have you informed the Duchy, QLTR, NUHU or Treasury Solicitor, or other relevant organisation?

7k. What forms need to be filled out to inform the above (7j)?

BV1a

7l. What is the name of the officer, department, address, telephone # and email address of the person responsible for filling out the forms which informs the above organisations mentioned in question 7j?

Area Environmental Health Team
A4 NWC
Leicester City Council
Leicester LE1 6ZG
Tel: 0116 252 6407
E-mail environmental.health@leicester.gov.uk

7m Who else is informed of the death and the relevant details?

www.tellusonce.gov.uk

7n. Name any other forms that are filled out for each public health funeral?

None

7o. Has the council and/or funeral director placed a notice on-line so friends can attend the funeral? Provide website details.

No

7p. Has the council and/or funeral director place a notice in a paper so friends can attend the funeral? Provide name of paper and date notice placed.

No

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Not all the information that is supplied which is covered by copyright will be the Council's copyright, for example it may be the copyright of a government department or another Council. You should seek either the Council's consent or their consent as appropriate. The Council is willing to advise you of any such potential issues on request. In order to make a request to re-use the information please contact the Information Governance Manager using the details below.

If you are dissatisfied with the handling of your request please write to:

**Information Governance Manager
Information and Customer Access
Leicester City Council
FREEPOST (LE985/33)
New Walk Centre
LEICESTER LE1 6ZG**

e-mail: info.requests@leicester.gov.uk

Your request for internal review should be submitted to the above address within 40 (forty) working days of receipt by you of this response. Any such request received after this time will only be considered at the Council's absolute discretion.

You can also complain to the Information Commissioner at:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow SK9 5AF

Telephone: 01625 545 700

www.informationcommissioner.gov.uk

Please be aware that the Information Commissioner does not normally consider appeals or complaints until the internal appeals and complaints processes of the public authority which is answering the request have been exhausted. You are therefore advised to complain or appeal to the Information Governance Manager before contacting the Commissioner.