I am writing on behalf of Chris Daniels to respond to your information request:

A) Within the council which department is responsible for contacting or tracing the next of kin when there is a public health funeral? Please provide name and contact details*.

Gillian Taylor, Environmental Health Manager, Residential Services
Contact via Contact Services Centre - Town Hall, St Ives Road, Maidenhead SL6 1RF
Telephone Number: 01628 68320
Email: via online email contact form via http://www.rbwm.gov.uk/contacts.htm
Website address: www.rbwm.gov.uk

B) If this is not the responsibility of the council, then please provide name and contact details* of who is responsible for this.

N/A

C) When there is a death within the council and there are no known next of kin to make funeral arrangements, what are the steps taken by the council? Please provide details of the procedure followed.

Basic procedure attached

D) Once the council is aware of this death, which organisation and/or people are notified at first instance? Please provide name and contact details*.

Please see attached

E) If you have been listed as an "Informant" on http://www.bonavacantia.gov.uk/output/advertised-estates.aspx under the Current Estates list, please state which department within the council* has been the informant to the Treasury Solicitor.

Legal Services

F) How many public health funerals have taken place since December 2012?
G) For each public health funeral please provide answers to the following questions:

i) Within the council who* was responsible for tracing the next of kin? – Service identified in A

ii) Have the next of kin been traced? – Please see table below

iii) What was the reason for the council to provide this funeral? - Please see table below

iv) Name of the deceased - Please see table below

v) Last known address - Please see table below

vi) Date of death - Please see table below

vii) Cost of the funeral – Average cost =£1 360

viii) How much of the costs have been recovered? - Please see table below

ix) How did the council recover these costs? Through which means? - Please see table below

x) Have you referred this information to Treasury Solicitors, Duchy of Cornwall, QLTR, Duchy of Lancaster, National Ultimus Haeres? Non met the requirements for referral

<table>
<thead>
<tr>
<th>Name of Deceased</th>
<th>Date of Birth</th>
<th>Date of Death</th>
<th>Last known Address</th>
<th>Has NOK been traced?</th>
<th>Reason for Providing Funeral</th>
<th>Has Funeral Costs been recovered?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr Anthony Leslie White</td>
<td>12.03.1947</td>
<td>31.12.2012</td>
<td>3 Maudsley House, Ray Street, Maidenhead SL6 8PS</td>
<td>Yes</td>
<td>Insufficient funds &amp; NOK did not want to arrange funeral</td>
<td>Not known (file not in cabinet)</td>
</tr>
<tr>
<td>Mr Deorsa Macleod</td>
<td>Not known but aged 57</td>
<td>11.02.2013</td>
<td>2 Fuzzens Walk, Windsor SL4 4JF</td>
<td>Yes</td>
<td>Insufficient funds &amp; NOK did not want to arrange funeral</td>
<td>No</td>
</tr>
<tr>
<td>Mr Francis Nigel Richardson</td>
<td>29.06.1939</td>
<td>01.04.2013</td>
<td>Sandown Care Home, 61 Vale Road, Windsor SL4 5JY</td>
<td>None traced</td>
<td>Insufficient funds &amp; no NOK found</td>
<td>partly (£796.14 recovered from Benefits paid up to date of death)</td>
</tr>
<tr>
<td>Mr Henry James Raymond Greene</td>
<td>18.05.1936</td>
<td>29.04.2013</td>
<td>153 Larchfield Road, Maidenhead SL6 2SJ</td>
<td>None traced</td>
<td>Insufficient funds &amp; no NOK found</td>
<td>No</td>
</tr>
</tbody>
</table>

If you are unhappy with the information we have provided in response to your request please write to:
We are proud to be one of the leading authorities in England for consistently responding to information requests within the 20 working days set down by statute. Information about our performance and summaries of requests received can be found on our website:

http://www.rbwm.gov.uk/web/foi_information_requests.htm

We are keen to hear about your experience with the Information Management Team here at the Royal Borough of Windsor & Maidenhead and look forward to receiving any comments you have about the way your information request was processed.

Please send any feedback to the Information Management Team Manager either by e-mail martin.tubbs@rbwm.gov.uk or in writing to the address above.

Yours sincerely

Chris Daniels
Information Management Officer
Legal Department
Corporate Directorate
Royal Borough of Windsor & Maidenhead
Town Hall, St.Ives Road
Maidenhead SL6 1RF

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Information Management Feedback Form
FOI65164

1) How would you rate our performance in relation to processing your request:
   Excellent       Good        Fair         Poor

If you have answered Fair or Poor please suggest how we can improve:
2) Did you receive the response to your request within the advised timescale? Yes/No
3) Did the response meet your needs? Yes/No
   If No, why was that?

4) Prior to submitting your request did you search RBWM’s website? Yes/No
   If Yes, why did you then need to submit a request (Highlight all that apply)?
   - Information required not found
   - Information found out of date
   - Information not in required format
   - Information insufficient to meet need
   - Other please specify:

   If No, why was that?

5) Please add any further comments that would help us improve our service:
Thank you for taking the time to complete this form – your feedback is appreciated.