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Planning

## **SC23191 Coroner Removals and Transfer Service**

Kent County Council

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-010638

Procurement identifier (OCID): ocids-h6vhtk-044f05

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### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Kent County Council

Invicta House

Maidstone

ME14 1XX

#### **Contact**

Mr Joseph Kay

#### **Email**

[Joseph.Kay@kent.gov.uk](mailto:Joseph.Kay@kent.gov.uk)

#### **Telephone**

+44 3000411394

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<http://www.kent.gov.uk>

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

SC23191 Coroner Removals and Transfer Service

Reference number

DN716972

#### **II.1.2) Main CPV code**

- 98000000 - Other community, social and personal services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Kent County Council is planning a procurement process to carry out their statutory obligation under the Coroners and Justice Act 2009, to deliver a Coroner Removals and Transfer Service for the four Kent coroner areas ( Mid Kent & Medway, North-West Kent, North-East Kent and Central & South-East Kent).

This Market Engagement exercise is intended to help the Council understand the level of interest in the opportunity, and potential service offerings from the market.

The Council plans to use the information and feedback we receive to develop our plans for

the future delivery of this Contract. This is an open engagement exercise in which both existing (operating under the current contract) and potential service providers are invited to participate.

All interested organisations are invited to complete a Market Engagement Questionnaire.

The council will consider feedback received and may invite a small number of the participants to take part in further Market Engagement exercises. The council will be in contact if you are selected to take part in these sessions.

All responses to this questionnaire should be submitted via the Kent Business Portal, no

later than 5pm on Tuesday 16th April 2024. All questionnaire responses will be treated as 'commercial in confidence'. Alternatively, responses can also be emailed to [joseph.kay@kent.gov.uk](mailto:joseph.kay@kent.gov.uk)

#### **II.1.6) Information about lots**

This contract is divided into lots: Yes

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Proposed Coroners Removals Contract Lotting

1: Sevenoaks A (above m25)

2 : Sevenoaks B (below m25)

3: Dartford & Gravesham

4: Tunbridge Wells

5: Tonbridge and Malling

6: Medway

7: Maidstone

8: West Swale

9: East Swale

10: Ashford

11: Canterbury

12: Shepway

13: Thanet

14: Dover NEK

15: Dover CSEK

## Proposed Coroner Transfers Contract Lotting

16: East Kent

17: West Kent

The council is looking to obtain feedback regarding the proposed lotting for this contract. The agreed and finalised contract lotting will be shared alongside the final tender documents.

## II.2) Description

### II.2.1) Title

Proposed Coroners Removals Contract Lotting : 1: Sevenoaks A (above m25) 2 : Sevenoaks B (below m25) 3: Dartford & Gravesham 4: Tunbridge Wells 5: Tonbridge and Malling 6: Medway 7: Maidstone 8: West Swale 9: East Swale 10: Ashford 11: Canterbury 12: Shepway 13: Thanet 14: Dover NEK 15: Dover CSEK Proposed Coroner Transfers Contract Lotting: 16: East Kent 17: West Kent

Lot No

17

### II.2.2) Additional CPV code(s)

- 98000000 - Other community, social and personal services

### II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

### II.2.4) Description of the procurement

Coroners are independent judicial officers, appointed by the local authority within the coroner area. Local authorities have a legal obligation to support the work of Coroner's, to fund all the costs of the service and to provide the necessary resources to enable them to carry out their statutory obligations under the Coroners and Justice Act 2009. This includes the provision of appropriate contractual arrangements for the removal of the deceased. For the four Kent coroner areas of Mid Kent & Medway, North-West Kent, North-East Kent and Central & South-East Kent, KCC is the lead authority for the administrative areas of Kent and Medway. KCC is legally responsible for meeting all the costs of the coroner service. Medway Council meets its share of all the costs of the service and the basis for this arrangement is set out in a service level agreement.

Coroners investigate deaths that have been reported to them if they have reason to think that:

The death was violent or unnatural;

The cause of death is unknown; or

The deceased died while in prison, police custody or another type of state detention.

When a death is reported to the Coroner, he or she:

establishes whether an investigation is required;

if yes, investigates to establish the identity of the person who has died; how, when, and where they died, and any information to register the death;

and uses information discovered during the investigation to assist in the prevention of other deaths where possible.

### Coroners Removals

The coroner may decide that a suitable practitioner (normally a pathologist) is required to examine the deceased and carry out a post-mortem examination to discover the cause of death. In this scenario, the deceased needs to be transported from where it is lying to a designated mortuary for further enquiries to be made (to hold a post-mortem if required). The movement of the deceased to the mortuary constitutes a "Coroners Removal".

In the cases where a post-mortem has been deemed necessary, the deceased needs to be transferred from the location of death to one of the designated post-mortem facilities below;

QEQM Hospital, Margate

William Harvey Hospital, Ashford

Medway Maritime Hospital, Gillingham

Tunbridge Wells Hospital, Pembury

Darenth Valley Hospital, Dartford

### Coroners Transfer

In some cases, it is necessary to transfer the deceased from a designated mortuary to

another designated mortuary. These transfers can occur locally as a transfer between mortuaries within Kent and Medway but can occur outside of Kent. This is due to the specific expertise that different mortuaries possess (E.g. London mortuary specialises in child deaths, Brighton mortuary specialises in infectious cases etc.) Cases like these where the deceased is transferred between mortuaries are more commonly known as a “Coroners Transfer”.

This procurement is seeking suppliers to deliver both a Coroner Removals and a Coroners Transfer service across the four Kent coroner areas.

The providers are required to perform the services:

24 hours a day, 365 days of the year;

For a coroner’s removal to be at the place of death within 1 hour of being directed to attend by Kent County Constabulary;

For a transfer, to have completed it within 48 hours of being directed to do so by a Coroner’s Officer;

The contract lots (1.6) provides a suitable breakdown of the areas that service providers will be able to bid for in the upcoming contract. This breakdown in service areas is provisional, as the Council will remain flexible to feedback from the market on the proposed lots for the contract.

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

This contract is subject to renewal

Yes

Description of renewals

The existing contract is due for renewal. It is due to expire on the 21st May 2024, however the Council can confirm that this date is subject to an extension (extension period to be confirmed at later date). This will allow an appropriate time line for service providers to participate in procurement exercise as required.

#### **II.3) Estimated date of publication of contract notice**

10 June 2024

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes