

Privacy Notice Deputy and Appointee Team

Who we are:

Deputy and Appointee Team
Town Hall
St Ives Road
Maidenhead
SL6 1RF

Tel 01628 796615/ 01628 683117/ 01628 796718

Lawful basis for processing information:

Mental Capacity Act 2005 – We are appointed as Court of Protection Deputy

Department for Work and Pensions – as Appointee

How we collect information:

Through our referral process (via Social Services, NHS teams).

From clients homes, friends and family.

What information is collected:

Names, addresses, National Insurance numbers, date of birth, wills, property information, relatives and friend information, bank and financial information, utility bills, personal records.

How we use the information provided:

To apply to the Court of Protection to be appointed as Deputy for the management of property and affairs (tele: 0300 456 4600). Once appointed we use the information we hold to manage all of your finances, sell property (if required).

To apply to the Department for Work and Pensions to be appointed as Appointee for the management of state benefits.

Who has access to the information about you:

Deputy and Appointee Team members only

Who we may share your information with:

Housing Benefits - 01628 683800, Department for Work and Pensions, Office of the Public Guardian, Adult Social Care Services (Optalis) – 01628 683800, CMHT (Optalis and NHS) 01628 640200, CTPLD (Optalis) – CTPLD@rbwm.gov.uk – 01628 670117, financial institutions, solicitors.

How long we store your information:

Information is held for 1 year after an estate is settled or we stop working with you.

Does your service utilise automate decision making? – N/A