

Appointeeship and deputyship – managing another person's money



This easy read tells you about how we can manage money for a person who can't do it for themselves.



Nottinghamshire county council will manage the finances of people who are unable to do it themselves. This is only if there is nobody else to do this for them



The council offers **appointeeship** or **deputyship** for people living in residential care or the community.



We explain what [appointeeship](#) and [deputyship](#) are in this document

Appointeeship



What is appointeeship?

Appointeeship is where the council acts for someone by:



- Collecting their state benefits



- Ensuring they receive all the benefits they are entitled to



- Making payments from these monies for care charges and other things in the person's best interests.



Appointees only manage benefits, and in some cases money from private pensions



The person may have a small amount of savings or other sources of income which the council, as the appointee, cannot control.



Department
for Work &
Pensions

The government's Department for Work & Pensions make "appointees" after an application by the council.



Appointeeship can be granted for people living in the community. This includes people living in "shared lives" accommodation.



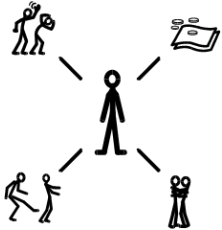
Appointeeship won't be made unless there is evidence that the person has limited capacity to manage their money.



This evidence must come from a medical professional or a "Mental Capacity Assessment" carried out by a social care worker.



The council will apply for Appointeeship only in one or more of the following situations:



- There are claims of financial abuse (with or without a safeguarding referral being made).



- The person cannot manage their benefits for other reasons and either requests our services directly or by their social worker.



- A request is made by the council's debt recovery team because of unpaid care changes.



- There must be no one else who is willing or suitable to act for the person



- The person has little or no income, savings or assets other than state benefits.



The person must still be able to access their money, such as support to use a cash machine, from family members, support providers or their social worker.



Once the council has been made an appointee they will be able to see the person's benefits income and other sources of money.



We will redirect other sources of income, such as private pensions.



If a family member wants to manage the person's income from other source, such as private pensions, the council will not act as an appointee and will hand responsibility to the relative.



Where the person lives in the community, support must be in place to assist them with the actual payment of bills

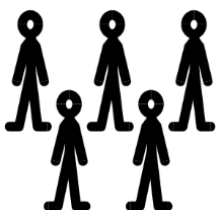


Our “appointee and deputyship team” will budget the money but won’t make payments apart from our care charges.

How to refer

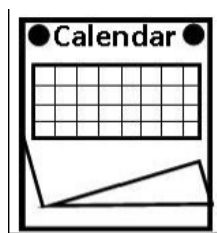


A mental capacity assessment has to be completed in all cases either by the social care worker or by a medical professional



The social care worker then makes a referral to the team managing Appointeeship

Timescales



The process for Appointeeship to be granted by the Department for Work and Pensions usually takes around 8-10 weeks



Redirection of private pensions can take a few months depending on the pension provider

Charges



If a person has more than £1,000 in savings, we charge a fee of £13.21 per week to cover our costs.

Deputyship (Court of Protection)



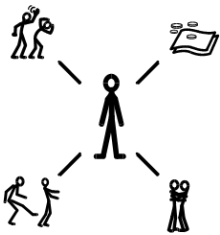
What is Deputyship (Court of Protection)?



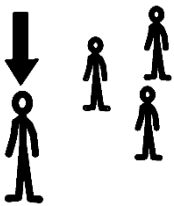
If a person lacks the mental capacity to take care of their property and affairs, we can apply to the Court of Protection for an order appointing us as the “deputy” for that person.

Who can have a Deputy?

A deputy can be appointed where:



- there are claims of financial abuse (with or without a safeguarding referral being made) and the person lacks capacity



- When the person has lost capacity and there is nobody else suitable to look after the person's property and financial affairs



- Where a request is made by the council's debt recovery team for it due to unpaid care charges



- If the person has savings or assets which they don't have the capacity to manage



If the council is appointed to be somebody's deputy, we will work with them to manage their finances and property.



We will act according to the Mental Capacity Act and the terms of the order made by the Court of Protection.



The person must still be able to access their money, such as support to use a cash machine, from family members, support providers or their social worker.

How to refer



A "Mental Capacity Assessment" will be done to find out if the person lacks capacity to make decisions about their finances.



The assessment will be done by a social care worker who will complete a referral.

Timescales



Simple cases can take up to 9 months. If the person or their family disagree the process can take longer.

Charges



The council makes a charge for this service which will be paid from the person's money. The amount of the charges will be set and reviewed by the Court of Protection.

Contact Information

You can contact the Appointee and Deputyship Team by:



Phone: 0115 977 3295



Email:

appointeeanddeputyship@nottsc.gov.uk



If you are deaf or hard of hearing you can use the [Relay UK app](#) or text relay service: 18001 0115 977 4050.

Links in this document

Relay UK

relayuk.bt.com

For plain English web page version of this information, go to:

[Appointeeship and deputyship – managing money on somebody else's behalf \(Nottinghamshire County Council\)](#)

nottinghamshire.gov.uk/care/adult-social-care/social-care-publications/managing-money-somebody-else

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