

1.1 Purpose

The purpose of this policy is to set out Nottingham City Council’s approach to charging clients who’s Property and Finances are managed under a Court of Protection Deputyship Order.

1.2 Legal Framework

The Fees and Charges that Public Authority Deputies are able to levy are contained within Court of Protection ‘Practice Direction B – Fixed Costs in the Court of Protection’. This sets out the fixed amounts of re-numeration that may be claimed by public authorities appointed to act as Deputy.

1.3 Fees and Charges

Nottingham City Council will levy the maximum Fees and Charges as specified in the Practice Direction, on the anniversary of the court order appointing the local authority as Deputy. The table below details the charges that will be applied and the circumstance in which no charge will be made.

COP Practice Direction Fixed Fees chargeable	Nottingham City Council will charge	When no charge will be made
<u>Category II</u> Annual management fee: <ul style="list-style-type: none"> • £650, or • 3.5% of net assets of P is less than £16,000 	As specified in the Practice Direction	
<u>Category III</u> Annual property management fee: an amount not exceeding £300	Deputyship clients who are Owner Occupiers or Tenants.	Deputyship clients with less than £2,000 in net assets will not have this charge applied
<u>Category IV</u> Preparation and lodgement of a report or account to the Public Guardian. An amount not exceeding £216	As specified in the Practice Direction	Deputyship clients with less than £2,000 in net assets will not have this charge applied
<u>Category V</u> Preparation of a basic HMRC Tax return: an amount not exceeding £70 Preparation of a complex HMRC Tax return: an amount not exceeding £140	As specified in the Practice Direction	
<u>Travel Rates</u> Fixed rate of £40 per hour for travel costs.	As specified in the Practice Direction	

1.4 Fees and charges to be levied on deceased client estates

Following the death of a client the Deputyship Order ceases and the Deputy no longer has the authority to manage a client's funds and property. However, there is usually several hours of work involved in resolving an estate: notifying necessary agencies/service providers/landlords, searching and making contact with Next of Kin (via referral to Probate Genealogist companies), liaison with next of kin and/or solicitors to settle the estate via a probate or NCCs small estates and indemnity process, transferring funds and closing down bank accounts.

Nottingham City Council will levy a fixed charge of £250 in respect of post death work for all clients. The invoice raised for this work will be passed to the executor of the estate to pay.