

# Privacy Notice

*Court of Protection Next of Kin Process*



**This Privacy Notice is designed to help you understand how and why the Court of Protection team processes your personal data when seeking to establish if a person has any relatives. This notice should be read in conjunction with the Council's [Corporate Privacy Notice](#).**

## **Who are we?**

North Yorkshire County Council is a 'Data Controller' as defined by Article 4(7) of the General Data Protection Regulation (GDPR). NYCC uses heir hunters in order to establish whether a person in their care may have any family members, so that they can be involved in the decisions related that person.

The Council has appointed **Veritau Ltd** to be its Data Protection Officer. Their contact details are:

Data Protection Officer  
Veritau Ltd  
County Hall  
Racecourse Lane  
Northallerton  
DL7 8AL  
01609 53 2526

## **What personal information do we collect?**

**NYCC receives the following information about a person from heir hunters. They are then contacted to establish if there is any relationship to the client.**

- Name
- Address
- Telephone number
- Details of potential relation to client

## **Why do we collect your personal information?**

In order to carry out our duties, we receive contacts that may be related to our client. We need to contact them to confirm whether this is the case. If they are related, they can then be involved in any Best Interest decisions. These contacts would also be included in applications to the court.

### Who do we share this information with?

This information may be shared:

- Within the process to apply for a Court Order
- Organisations who provide care for the client.
- With relevant North Yorkshire County Council departments.

### How long do we keep your information for?

Data held	Retention period
Next of kin information where a relationship is confirmed.	6 years from the date of death of the client
If a relationship is not confirmed -	The personal information would be stored until the court order is obtained.

### What is our lawful basis for processing your information?

For this purpose, we are relying on Article 6 1 e – public task, and the Localism Act 2011.

**For More information about how the County Council uses your data, including your privacy rights and the complaints process, please see our [Corporate Privacy Notice](#).**