

Agenda item: **Decision maker:** Housing Cabinet Member Steven Wylie**Subject:** Housing Service Business Plan**Date of decision:** 12 July 2011**Report by:** Head of Housing Management**Wards affected:** All**key decision:** Not a key decision

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## 1. Summary

To present to members the business plan for the Housing Management Service.

## 2. Purpose of report

To seek approval of the plan by the portfolio holder.

## 3. Recommendations

That the portfolio holder approves the plan and the key objectives for the service.

## 4. Background

The Housing Management service business plan is a corporate requirement, and sets out the objectives for the service in the medium term (2011-2014). The plan sets out the main objectives of the service, how such objectives will be achieved, and the resources that the service will use in order to deliver on its plan.

## 5. Equality impact assessment (EIA)

No EIA is required for the service plan itself – instead the service has a rolling programme of EIA's designed to cover all its major functions.

## 6. Legal implications

Should any actions arise from the plan which require a legal input, the author is expected to raise the issue directly with the legal section.

**7. Head of finance’s comments**

All the service objectives are to be achieved within the approved Housing budget.

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Signed by:

Owen Buckwell, Head of Housing Management

**Appendices:** Housing Management Business plan

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
PCC Business Planning Guidance 2011	Strategy Unit

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by [title of decision maker] on [insert date of meeting].

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Signed by: [title of decision maker]