

Decision maker: Cabinet Member for Resources

Subject: Revenues & Benefits Business Plan 2012 – 2013

Date of Decision 12th July 2012

Report By: Head of Revenues & Benefits

Wards affected: All

Key decision (over £250k): No

1. Purpose of report

To present the Revenues & Benefits 2012/13 business plan and its main objectives.

2. Recommendations

That the Cabinet Member for Resources approves the main objectives set out in this business plan.

3. Background

The Revenues & Benefits business plan is a corporate document that sets out the service's goals for the year 2012/13.

It sets down the main objectives to be achieved, including assessment of the objectives, the strategies to achieve them & measures of success. It identifies the resources that will be used and the key risks to the service's goals.

The Service contributes directly to Corporate priorities, particularly to protect and support our most vulnerable residents and to increase availability, affordability & quality of housing. The objectives are clearly matched with available budgets to perform the required activities.

Consultation with and feedback from customers and stakeholders is taken into account in building this business plan.

4. Reasons for recommendations

To enable the Revenues & Benefits service to implement the objectives set out in the plan.

5. Equality impact assessment (EIA)

No EIA has been completed in respect of the plan itself. The plan will be made available to the public via the PCC website, with copies in alternative formats (e.g. audio, Braille) available on request. The Revenues & Benefits service has the appropriate EIAs in place for its activities.

6. Head of legal services' comments

- 6.1 When reviewing and planning service provision the Council is under a general Duty of Best Value to *"make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness"* (Section 3(1) Local Government Act 1999). This involves consideration of overall value by balancing economic, environmental and social considerations as appropriate.
- 6.2 Under Part 2, Section 3 of the Council's Constitution (Responsibilities of the Cabinet) and further in accordance with the Scheme of Delegations at Appendix A to the Executive Procedure Rules in Part 3 of the Constitution, the Cabinet Member for Resources has authority to approve the recommendations set out in this report.

7. Head of finance's comments

The Service objectives set out in the Business Plan are to be achieved within the approved 2012/13 Budget. Any additional financial implications arising from the introduction of the welfare & tax reforms will be reported to members for consideration at the appropriate time. The impact of future savings targets on resources available will be reviewed as part of the rolling review of Service Business Plans.

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Signed by:

Appendices:

None

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
Revenues & Benefits Business Plan 2012 – 2013	Attached

The recommendation(s) set out above were approved/ approved as amended/ deferred/
rejected by on

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Signed by: