

Decision maker: Cabinet Member for Resources

Subject: Revenues & Benefits Business Plan 2013 – 2014

Date of Decision 4th July 2013

Report By: Head of Revenues & Benefits

Wards affected: All

Key decision (over £250k): No

1. Purpose of report

This report presents the Revenues & Benefits 2013/14 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 2013/14.

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. Legal implications

There are no legal implications arising from this report.

7. Head of financial services' comments

The Service objectives set out in the Business Plan are to be achieved within the approved 2013/14 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 2013 – 2014 | Attached |
| | |

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

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Signed by: