

EAST LINDSEY DISTRICT COUNCIL EXECUTIVE DECISION NOTICE

1. Decision to be taken: Approval of 2019/20 Benefits Verification Policy.

2. This is a:

PORTFOLIO HOLDER SUPPORTED OFFICER DECISION

Note: This form should not be used for Key Decisions

3. The following is the decision making body or person:

Rob Barlow, Chief Executive after consultation with Councillor Fry,
(Portfolio Holder for Finance)

4. Financial implications from this decision have been communicated to the Portfolio Holder for Finance and the Leader? Not applicable

5. The decision was taken on: 08 March 2019.

Note: - the above date to be completed by Democratic Services upon publication

6. Contact Officer and details: Sharon Hammond. Head of Service,
Revenues and Benefits.
Email: Sharon.hammond@cpbs.com
Tel: 01507 613306.

7. List of documents submitted for consideration in relation to the matter in respect of which the decision is to be made :

Benefits Verification Policy (Exempt, not for publication)

8. Where the documents are held and where they can be obtained from (except exempt items) when they become available:

Exempt, not for publication.

9. The reason for the decision and other alternative options considered and rejected:

It is good practice to have a Benefits Verification policy. Whilst the DWP do not specify the required standards of verification for Housing Benefits, there is an expectation that such a policy should be in place, approved by auditors, helping to prevent/minimise fraud and error entering the system. This policy seeks to standardise the approach for new claims and change in circumstances for both Housing Benefit and Council Tax Support.

Decision Notice Form (ExD2)

10. Declaration of any conflicts of interest of the decision making body or the individual:

None.

11. Provide a note of any subsequent dispensations granted by the Head of Paid service:

None.

12. Financial Implications of this Decision:-

Estimated cost:-

In the last full financial year (2017/18): -

Housing Benefit expenditure was £41.8m

Council Tax Support (CTS) scheme expenditure was £10.3m

Funded from:-

Housing Benefit - £41.7m was subsidised by the Department for Work and Pensions (DWP).

CTS is part of the collection fund, shared with Lincolnshire County Council and Police Commissioner. The cost to East Lindsey around £1.2m being 11.73%.

N.B. Please enter names below, signatures will be retained as a hard copy and will not be published therefore should be provided on page 3 of this form:

13. This decision has been signed off by:

Head of Paid Service/S151 Officer

Robert Barlow

Officer:

Sharon Hammond, Head of Service, Revenues and Benefits

Portfolio Holder:

Councillor Fry, Portfolio Holder for Finance