

Action Plan- Work of Audit Committee- Part A- 26 May 2011

Ref No.	Date of Meeting	Item No.	Title of Report	Action Required	By Whom	Report to Committee (date)/ implemented
1.	4.3. 10	12B	Identification and consideration of all key sources of assurance	All potential sources of assurance to be identified and method of review agreed.	Manager of Internal Audit & Risk	30.6.11
2.	18.11.10 10.2.11	9	Payment of Invoices	An update on the position will be given to Members every two months. Update provided on 10.2.11	Corporate Director, Resources	26.5.11
3.	6.1.11 10.2.11	14	Oracle Update	Written report be provided at the next meeting, and the Project Leader be invited to attend. Further updates to be provided as required	Corporate Director, Resources	TBA
4.	6.1.11	7	Annual Audit Letter	Quarterly update reports on Consolidated Action Plan to be presented to the Cttee on issues raised.	Corporate Director, Resources	26.5.11
5.	6.1.11	8	Bank Account Reconciliation	Six monthly update reports be provided	Corporate Director, Resources	28.7.11
6.	6.1.11	6	Housing Benefit Inspection	Quarterly update reports on progress made in implementing recommendations	Corporate Director Resources	26.5.11
7.	18.3.11	6	External Audit Grant Report	The Committee sought assurance that improvements required to establish an adequate control framework have been implemented. A summary of the scale of the Administration of Housing Benefits would be sent to members (sent by Corporate Director, Resources via email 7 April) (attached to the plan)	Head of Internal Audit/Revs Bens Manager Corporate Director, Resources	TBA Sent 7.4.11

Action Point 7

Scale of the Administration of Housing Benefits

Set out below is a short summary of helpful information in relation to housing benefit administration and processing for members to have a better understanding of the scale of the operation and how much money the Authority pays.

Number of households claiming council tax benefit	64638
Number of council tenants claiming Rent Rebate	13607
Number of Private tenants claiming Rent Rebate	13958
Number of Housing Association tenants claiming Rent Rebate	<u>20543</u>
	<u><u>112746</u></u>
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Amount paid out in Council Tax Benefit	£62m
Amount paid out to Council tenants	£34m
Amount paid out to Private tenants	£56m
Amount paid out to Housing Association tenants	£59m

Payments to council tenants are credited to their rent accounts and the tenants only pay the net rent which can be £nil for those tenants in receipt of very low incomes.

Housing Association tenants can choose who receives the money – can be paid to the tenant who would then pay the gross rent due to the housing association or to the housing association when the tenant would only pay the net amount of rent due.

Benefit payable to private tenants for their rent can also choose who gets the money – same position as Housing Associations.

Where benefit is paid to the tenant, there is a safeguard for the landlords in that we can pay direct to the landlord if the tenant is more that 8 weeks in arrears.