

# **The Royal Borough of Kensington and Chelsea**

## **Benefits Manager**

### **Job Outline**

#### **Main Purpose of the Job**

The Benefits Section provides a statutory service assessing residents of Kensington and Chelsea claims for Housing and Council Tax benefit on behalf of the Government.

Housing Benefit is a means tested social security benefit that is intended to help meet housing costs for rented accommodation. Council Tax Benefit is also means tested and is paid as a rebate against the residents' Council Tax Account. Both benefits, although following the same principles are quite separate legally.

#### **Key Accountabilities**

- Assessment of claims for Housing Benefit and Council Tax Benefit
- Benefit subsidy returns from the Department for Work and Pensions

#### **Staff Directly Managed**

3

#### **Budget Responsibility 2011/12**

£167,998,050