




If you have any questions about this decision please contact Democratic Services on 01903 221006 or email democratic.services@worthing.gov.uk

Record of Decision: Leasehold contributions for re-roofing of Monks Court, Lancing			
Decision taken by: Cabinet Member for Customer Services			
Declaration of Prejudicial Interests: I hereby confirm that I do not have a prejudicial interest in this item.			
Declaration of Personal Interests: n/a			
Decision: Agree the revised leasehold percentage administration fee for the re-roofing and associated works at 1-18 monks court be set at the recommended rate of 5%.			
Key Decision: Yes / No			
Reasons for the Decision: to reflect the true administration charge for the contract.			
Alternative Options Considered: n/a			
Other Matters Considered:			
Legal Advice and Issues		Financial Advice and Issues	X
Sustainability Issues		Equality Issues	
Community Safety Issues		Human Rights Issues	
Reputation	X	Risk Assessment	
Health and Safety Issues			
Consultation: This report was circulated to Councillors, and published on the Council's website on 2 December 2011. The following consultation responses were noted by the decision maker: None.			
Background Papers:			
<ul style="list-style-type: none"> Cabinet: 13th July 2010 : Agenda item 6: 'Administration Charges for Leaseholders' 			

Lead Officer:

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Call-in: The call in deadline for this decision will be 5:00pm on 16 January 2012.

**Signed:****Date:** 9 January 2012.**Name:** Councillor Julie Searle**Decision Ref No:** CSE/018/11-12