<table>
<thead>
<tr>
<th>REFERENCE NO.</th>
<th>DECISION</th>
<th>CABINET MEMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICM/012/050718</td>
<td>Housing Benefit Overpayment Write Offs [Exempt – Paragraph 3 – Information Relating to Business Affairs]</td>
<td>Bence</td>
</tr>
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<td>ICM/013/050718</td>
<td>Roof Repair &amp; Roofline Works to a block of flats at Berghesteade Road, Bognor Regis</td>
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**PLEASE NOTE THAT THE DECISION TAKEN WILL COME INTO EFFECT AS FROM 10.00 A.M. ON FRIDAY, 13 JULY 2018 UNLESS THE CALL-IN PROCESS IS APPLIED**
PART B : INDIVIDUAL CABINET MEMBER DECISION

URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES? NO
CABINET MEMBER RESPONSIBLE: Councillor Trevor Bence
SUBJECT: Housing Benefit Overpayment Write Offs
OFFICER CONTACT: Andrew Dale, Revenues & Benefits Manager
EXTN: 37630 E-Mail: Andrew.dale@arun.gov.uk or Janet Lewis Overpayment Team Leader
EXTN: 37574 E-Mail: janet.lewis@arun.gov.uk

EXECUTIVE SUMMARY: The report lists each case where authorisation is sought to write off the Housing Benefit Overpayment.

DECISION:
To agree to write off overpaid Housing Benefit to the value of £23,441.31 (Net cost to the Authority £14,064.78) in respect of 22 cases. Between 11/05/2018 – 27/06/2018

REASONS FOR THE DECISION:
The overpaid Housing Benefit has been deemed unrecoverable under the recovery policy which was previously agreed by members in 2014.

OPTIONS CONSIDERED BUT REJECTED:
None
(Add any further options which arise from the consideration of this decision)

CABINET MEMBER(S)
DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:

DISPENSATIONS GRANTED:

ANY CONFLICT OF INTEREST DECLARED BY A CABINET MEMBER WHO IS CONSULTED BY THE MEMBER TAKING THE DECISION:

DECISION BY: SIGNATURE: DATE:
Relevant Cabinet Member 05 July 2018
Leader of Cabinet
### PART B: INDIVIDUAL CABINET MEMBER DECISION

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<td>Cllr Trevor Bence</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>Roof repair &amp; roofline works</td>
</tr>
</tbody>
</table>
| OFFICER CONTACT: | Satnam Kaur, Group Head of Residential Services  
**EXTN:** 37840  
**E-Mail:** satnam.kaur@arun.gov.uk |

### EXECUTIVE SUMMARY:
Contract for roof repair, roofline replacement and associated building works, to include asbestos removal, to a Block of 10 flats at 30-48 Berghestede Road, Bognor Regis, West Sussex PO22 9QL

### DECISION:
To proceed with this project in 2018/19 and accept the submission from Malco Management Ltd as the lowest quotation of three contractors invited to quote.

### REASONS FOR THE DECISION:
The preferred contractor has priced the specification in a satisfactory manner.
The preferred contractor is confident they can complete the work at the submitted price and within the agreed time frame.

### OPTIONS CONSIDERED BUT REJECTED:
1. Not to proceed with this project

### CABINET MEMBER(S)

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