

**MINUTES OF THE CABINET
TUESDAY, 12 NOVEMBER 2013**

Present: Councillor Claire Kober (Chair), Councillor John Bevan, Councillor Joseph Ejiolor, Councillor Joe Goldberg, Councillor Alan Strickland, Councillor Bernice Vanier, Councillor Ann Waters, Councillor Richard Watson.

Also Present: Councillor Gideon Bull, Councillor Katherine Reece, Councillor Richard Wilson

MINUTE NO.	SUBJECT/DECISION	ACTION BY
CAB525.	<p>APOLOGIES</p> <p>There were apologies for lateness from Councillor Joe Goldberg.</p>	
CAB526.	<p>URGENT BUSINESS</p> <p>There were no items of Urgent Business.</p>	
CAB527.	<p>DECLARATIONS OF INTEREST</p> <p>There were no declarations of interest made.</p>	
CAB528.	<p>MINUTES</p> <p>RESOLVED:</p> <p>That the minutes of the meeting held on 15 October 2013 be confirmed as a correct record.</p>	
CAB529.	<p>DEPUTATIONS/PETITIONS/QUESTIONS</p> <p>There were no deputations, petitions or questions.</p>	
CAB530.	<p>NOTICE OF INTENTION TO CONDUCT BUSINESS IN PRIVATE, ANY REPRESENTATIONS RECEIVED AND THE RESPONSE TO ANY SUCH REPRESENTATIONS</p> <p>There were no representations received.</p>	
CAB531.	<p>ENHANCEMENTS TO LEASEHOLDER PAYMENT OPTIONS FOR SERVICE CHARGES</p> <p>Cabinet considered a report, introduced by the Cabinet Member for Housing and Regeneration, which sought approval of proposals for enhancements to the payment options available to leaseholders for both major works and the annual service charge and for improved arrangements for the recovery of the costs of collection.</p>	

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In response to a question Cabinet was advised that there were only fourteen leaseholders in the £30-40k invoice bracket. The reasons for the repairs varied from property to property. The report set out some helpful suggestions to help ease the financial burden.

RESOLVED:

- i. That it be agreed that the interest free period available to leaseholders living in their leasehold properties (owner-occupiers) and unable to obtain bank loans should be extended by a further one year (interest free) for invoices from £20k to less than £30k and by a further two years (interest free) for invoices of £30k and above. An additional two years will be available with the payment of interest.
- ii. That it be agreed that where leaseholders receive major works bills in successive years they should have the option to add them together and pay the total in monthly installments where they have already entered into such an agreement and have kept their payments up to date.
- iii. That it be agreed that administration charges of £25 annually are applied to cover the cost of monitoring monthly loan arrangements and a one-off charge of £100 is applied for setting up secure loan arrangements of £10,000 and above.
- iv. That it be agreed that flexible payment arrangements would be made available for the annual actual service charge, with a prompt payment discount of 2½% for bills over £100 where they are paid in full within fourteen days from the date of issue.
- v. That it be agreed that for actual bills from £100 - £500 leaseholders should be allowed to pay in monthly installments over six months and for amounts over £500 they should be allowed to pay in monthly installments over twelve months, in both cases interest free.
- vi. That it be agreed that all the proposals contained in this report should be implemented with effect from 1 December 2013.

Alternative options considered

Equity release

In addition to the enhanced payment options, the possibility of an equity release scheme has been considered. Local authorities have been empowered to grant leaseholders the option of granting loans on an equity release basis under Sections 308 and 309 of the Housing & Regeneration Act 2008. This would be a form of mortgage.

Guidance was issued in an Explanatory Memorandum which was laid before Parliament in 2009. Paragraph 7.1 of the guidance states that the new regulations give housing authority landlords discretionary powers for the purpose of assisting their leaseholders in the payment of their service charges to:

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	<p>a) offer them loans on equity share terms, i.e. wholly or partly interest-free loans, in which instead the lender is entitled on repayment of the loan to a percentage of the market value of the flat;</p> <p>b) purchase an equitable interest in the flat, so that the housing authority will be entitled to a specific share of the value of the flat when it is sold.</p> <p>Paragraph 4.22 of the CLG guidance confirms that all the administrative costs must be recharged to the leaseholder in respect of an arrangement of this nature. Paragraph 4.23 states that where an equity release arrangement is entered into, this should be covered either by a new shared ownership lease or an amendment to the existing lease which would incur additional costs for the leaseholder.</p> <p>The Council used to grant mortgages to some Right to Buy applicants but this policy was discontinued on the grounds of cost and the administration of the remaining loans was outsourced to an external provider</p> <p>The only local authority which appears to have actively implemented a policy of this kind is Southwark Council, which informs leaseholders of the two options on its website. Although Ealing has included equity release in its payment options policy, it does not promote it since the administrative costs are too great. Hence no leaseholder in Ealing has taken up this option to date.</p> <p>Given the considerable administrative costs involved, it is very likely that the private sector can offer better value to leaseholders in this area. Specialist departments in banks can set up the necessary procedures for dealing with relatively large volumes of applications which greatly reduces the administrative costs per unit.</p> <p>The adoption of an equity release scheme is not recommended on the grounds of the considerable administrative costs involved. These would have to be recharged to the leaseholders themselves and would involve the Council in granting loans with no set date of expiry.</p> <p>Reasons for decision</p> <p>A decision is required in order that revised payment options and charges can be introduced to assist leaseholders facing larger than usual bills for works to their homes.</p>	
<p>CAB532.</p>	<p>CUSTOMER SERVICES TRANSFORMATION PROGRAMME - OUTLINE BUSINESS CASE</p> <p>Cabinet considered a report, introduced by the Leader of the Council, which set out the Outline Business Case that had been developed for the Customer Services Transformation Programme.</p> <p>Councillor Bull addressed the Cabinet as Chair of the Overview and Scrutiny Committee. The Overview and Scrutiny Committee broadly endorsed the</p>	

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	<p>transformation programme, but Councillor Bull requested that the issues raised in the letter circulated to Cabinet be taken into consideration.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> i. That the report and in particular the options analysis provided at paragraph 3.7 of Appendix 1 attached to the report be noted. ii. That it be noted that the meeting of Cabinet scheduled for November 2013 would receive a report with recommendations for creating capital and revenue budgets. The options in the attached business case will feature as proposals in that budget report. <p>Alternative options considered As detailed in the report.</p> <p>Reasons for decision No decision sought as this is being submitted for information.</p>	
<p>CAB533.</p>	<p>CHILDREN AND YOUNG PEOPLE'S PLAN</p> <p>Cabinet considered a report, introduced by the Cabinet Member for Children, which sought approval for the new Children and Young People's Plan to be recommended to Full Council for adoption.</p> <p>In response to a question Cabinet was advised that the reason for the plan was to improve the position for children in the borough. Following a query about the Sixth Form Centre, it was noted that both the Sixth Form Centre and the Pupil Referral Unit were not included in the same category as the main secondary schools.</p> <p>RESOLVED:</p> <p>That the new Children and Young People's Plan be endorsed and recommend to Full Council for adoption.</p> <p>Alternative options considered None.</p> <p>Reasons for decision The Council and its partners have re-established the Haringey Children's Trust to help improve the well-being of children in the borough. The draft Children and Young People's Plan (CYPP) 2013 – 2016 sets out the Children's Trust strategic and overarching plan for achieving this goal.</p>	
<p>CAB534.</p>	<p>HARINGEY 54,000 TRANSFORMATION PROGRAMME</p> <p>Cabinet considered a report, introduced by the Cabinet Member for Children, which sought agreement to a proposed strategic direction and framework for</p>	

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engaging a strategic partner to support transformation of Children and Young People's Services and to note the estimated costs for the programme.

In response to a question Cabinet was advised that the Children's Trust was an executive body, and it is most appropriate that the Cabinet Member for Children was on the Children's Trust. The Sector-Led Improvement Board was different from the Children's Trust in that its' function was to monitor the progress of the transformation programme.

RESOLVED:

- i. That the recommendation in the 'Summary of strategic options for CYPS transformation' paper (in Appendix 1) to adopt a CYPS Commissioning Model be approved.
- ii. That it be agreed that Haringey moves to Phase 3 of the transformation programme as set out in the paragraph 5.7 of the report;
- iii. That allocation of £1.052m (as per paragraph 6.5 of the report) from a LACSEG refund to fund Phase 2 extension and contribute towards funding Phase 3 be approved;
- iv. That the allocation of £1.946m (as per paragraph 6.5 of the report) from the Transformation Reserve to fund Phases 3 and 4 be approved;
- v. That the procurement of a strategic partner to enable the delivery of the transformation programme, while supporting and building capacity within the service be approved;
- vi. That it be noted that the award decision, as well as the proposal for allocating funding towards the additional capacity necessary to implement the transformation programme, will be recommended to the Leader of the Council for approval (currently scheduled for 7 January 2014);
- vii. That the proposed changes to the terms of reference and membership of the CYPS Sector-Led Improvement Board set out in paragraph 5.21 of the report be approved.

Alternative options considered

The option to 'do nothing' was explored and evaluated as not viable, primarily due to the fact that it would not provide a suitable or safe enough platform which will continue to deliver services for the foreseeable future.

Reasons for decision

- i. The recommendations set out in this report underpin the plans for the transformation of services to children, young people and families in

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	<p>Haringey.</p> <p>ii. The report sets out the proposals of how the transformation of services to children, young people and families in Haringey, will allow redirection of investment in improving services over the next 5 years to bring its performance trajectory to above and beyond that of benchmark authorities.</p> <p>III. The transformation programme, in conjunction with a number of core strategies, aims to measurably improve outcomes for Haringey’s children, young people and families over a ten-year period by refocusing services to provide early help and interventions to prevent escalation of problems, while ensuring robust safeguarding to those children and young people who need it. If successfully implemented, Haringey will have more children ready for school, more children prepared for the transition to secondary school, more young people equipped for further education and ready for work, and more young adults prepared to make their full contribution to the community’s well-being.</p>	
<p>CAB535.</p>	<p>ADOPTION OF HIGHGATE CONSERVATION AREA CHARACTER APPRAISAL AND MANAGEMENT PLAN</p> <p>Cabinet considered a report, introduced by the Cabinet Member for Planning and Enforcement, which sought approval of the adoption of the Highgate Conservation Area Appraisal and Management Plan.</p> <p>RESOLVED:</p> <p>That the adoption and publication of the Highgate Conservation Area Appraisal and Management Plan be approved.</p> <p>Alternative options considered</p> <p>The Planning (Listed Buildings and Conservation Areas) Act 1990, National Planning Policy Framework (NPPF) and guidance from English Heritage require local planning authorities to prepare character appraisals to set out the special significance of conservation areas and opportunities for their enhancement. This appraisal has been written in response to these statutory requirements and no other alternatives were considered.</p> <p>Reasons for decision</p> <p>Council is required to prepare Conservation Area Appraisals as part of their statutory requirement to protect and enhance conservation areas and as part of the National Planning Policy Framework to provide specific policies to be included in the Local Plan. The adoption of this Appraisal would be in accordance with the relevant statutory and policy requirements.</p>	

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CAB536.	<p>PREVENTION OF SOCIAL HOUSING FRAUD ACT 2013; RIPA 2000 AND BENEFIT FRAUD - DELEGATION OF FUNCTIONS</p> <p>Cabinet considered a report, introduced by the Leader of the Council, which informed Members of the issues relevant to the use of the newly introduced Prevention of Social Housing Fraud Act 2013 and recommended that the relevant departmental scheme of delegations are updated to include appropriate authorisations for nominated officers.</p> <p>RESOLVED:</p> <ul style="list-style-type: none">i. That the enactment of the Prevention of Social Housing Fraud Act 2013 be noted and that its use by the Council as part of its overall counter-fraud strategy be agreed;ii. That approval be given to the following delegations to officers and consequent changes to the Constitution (at Appendix E Officer Scheme of Delegation) as set out at Appendix 1 to this report:<ul style="list-style-type: none">(a) delegated authority to the Head of Audit and Risk Management to institute fraud prosecutions under the Prevention of Social Housing Fraud Act 2013;(b) delegated authority to the Head of Audit and Risk Management to authorise all action to recover overpayments and monies lost through fraudulent claims in relation to Housing Benefit and the Council Tax Reduction Scheme including powers to impose administrative penalties, to prosecute and to bring proceedings in relation to fraudulent claims; and(c) delegated authority to the Assistant Director for Operational Services and Community Safety to be permitted to authorise the obtaining of communications data under s.21-25 of RIPA 2000 prior to judicial approval. <p>Alternative options considered No alternative options were considered as the legislation requires Local Authorities to make provision.</p> <p>Reasons for decision Cabinet approval is required for the delegations to officers to enable the Council to effectively carry out its counter-fraud functions.</p>	
CAB537.	<p>ARMED FORCES COMMUNITY COVENANT</p> <p>Cabinet considered a report, introduced by the Leader of the Council, which endorsement of a decision recently taken to enter into a Community Covenant with the Armed Forces.</p>	

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	<p>RESOLVED:</p> <ul style="list-style-type: none">i. That the Armed Forces Community Covenant, as approved by the Leader of the Council on 29 October 2013 and as set out at Appendix 1 of the report, be noted;ii. That Cabinet recommends that the Armed Forces Community Covenant be endorsed and adopted by Full Council on 18 Novemberiii. That it be noted that a Community Covenant Delivery Plan would be produced in partnership with the signatories to the covenant that will be reported back to Cabinet when complete. <p>Alternative options considered The Council does not have to sign up to the Community Covenant – it is not a legal requirement; however; most other Local Authorities have committed to signing the Covenant.</p> <p>Reasons for decision The national Armed Forces Community Covenant initiative was launched by the government in May 2011 and provides a voluntary statement of mutual support between a civilian community and its local armed forces community. By signing the covenant the Council will be helping to support the armed forces community in the borough and to nurture public understanding and awareness of issues affecting the armed forces community.</p>	
<p>CAB538.</p>	<p>MAJOR WORKS CONTRACTOR FRAMEWORK</p> <p>Cabinet considered a report, introduced by the Cabinet Member for Housing and Regeneration, which sought approval to establish a four year Constructor Partner Framework to undertake major capital works including the delivery and completion of the Decent Homes Programme.</p> <p>RESOLVED:</p> <ul style="list-style-type: none">i. That approval be given to the award of the Framework Agreement to the four Constructors named in paragraph 3.6 of the report, based on the Most Economically Advantageous Tender, to deliver the Decent Homes and Capital Works programmes.ii. That it be agreed that the 1st and 2nd ranked Constructors, Keepmoat Regeneration (Apollo) Ltd (Note: Apollo completed the Form of Tender as Apollo Property Services Group Ltd T/A Keepmoat but they have since changed their name to Keepmoat Regeneration (Apollo) Ltd) and Mulalley and Co Ltd respectively are appointed to deliver the first two years of the Framework, 2014/15 and 2015/16.	

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- iii. That it be agreed that the 3rd and 4th ranked Constructors, Wates Construction Ltd and Mears Ltd respectively be held in reserve for the first two years of the programme.
- iv. That it be agreed that a mini tender exercise be carried out after two years and again after four years of the Framework Agreement to enable all the four Constructors to tender for works beyond the first two years of the Framework.
- v. That the approval of the individual Agreed Maximum Price (AMP) for the contracts let under this Framework for the first two years (2014/15 and 2015/16), up to the value of £6.5m, and any necessary subsequent adjustments to the programme (due to the availability of funding, wider stock investment priorities and/or other unforeseen issues that affect delivery) is delegated to the Director of Adult and Housing Services, after consultation with the Cabinet Members for Regeneration and Housing and for Finance, Employment and Carbon Reduction.
- vi. That it be agreed that the following four Constructors are awarded a place on the Framework Agreement for Major Capital Works Contractor Framework (Housing) for four years:

Keepmoat Regeneration (Apollo) Ltd
Mulalley and Co Ltd
Wates Construction Ltd
Mears Ltd

(refer to paragraphs 5.2 to 5.12 for full details).

Alternative options considered

Consideration was given to extending the Decent Homes Framework which expired in December 2012, but this was not possible as to do so would be a breach of the Procurement Regulations. Consideration was also given to using the Councils existing Major Works Framework but it was not Section 20 compliant and would not allow the cost of works to leaseholders' property to be recovered.

Reasons for decision

A decision is required in order that Decent Homes and other Major capital Works can be delivered. The delivery of the Decent Homes Programme is a central element to the Council's Asset Management Strategy and the best method of delivering the programme and achieving the best value for money to the Council is via partnered frameworks.

The framework contracts proposed in this report will ensure that the remaining Decent Homes Programme 2014/16 can be delivered to target.

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(FRAMEWORKI)

Cabinet considered a report, introduced by the Leader of the Council, which sought approval of an award of contract for the provision of a managed service, including support and maintenance, of the Frameworki social care case management system.

RESOLVED:

- i. That approval be given to award a contract for a period of three years, with an option for a further two years, to Corelogic Limited for the provision of a managed service, including support and maintenance, of the Frameworki social care case management system.
- ii. That it be noted that the cost would be £228,623 per annum representing a total of £685,869 for the initial three years of the contract. This represents an annual saving of £80,303 equivalent to in excess of £240,000 for the initial three years and over £400,000 over the course of the contract.

Alternative options considered

Do nothing

This is not an option as the existing contract will expire.

Undertake a competitive tender

The Frameworki system is proprietary software from Corelogic and as such it is not possible to tender for the support and maintenance of that system. Any tender would require that the complete system is tendered and replaced if necessary.

To undertake a tender requires a major investment in resource to specify the Council's requirements and to run and evaluate the tender. In changing a system, the Council would need to procure new licenses, new hardware, train all staff and run a parallel system to ensure confidence in migration.

In view of the planned changes to the provision of Social Care and Council processes, outlined in paragraph 5 below, any procurement now may be premature.

Reasons for decision

The product supplied is reliable and is being developed further to meet the changes being imposed on the Council and its required method of operation. This approach provides value for money for the Council as well as ensuring the continuation of the service to Adults and Children's front line officers. The opportunity has been taken to review, clarify and update the contractual terms and conditions.

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Cabinet considered a report, introduced by the Leader of the Council, which sought agreement to an award of contract for the provision of a managed service, including support and maintenance, of the OHMS Housing Management system.

RESOLVED:

- i. That Cabinet award a contract for a period of three years to Northgate Information Solutions Limited for the provision of a managed service, including support and maintenance, of the OHMS Housing Management system.
- ii. The cost will be £295,000 per annum representing a total of £885,000 for the life of the contract.

Alternative options considered

Do nothing

The current cost of the contract from Northgate is £291,000 per annum, representing a total cost of £873,000 over the equivalent three year period. This charge has reduced significantly over the last 2 years following negotiation saving £210k over the period.

The existing contract attracts inflation which is currently running at 3.1% for Retail Price Increase at July 2013. In addition, the Council will need to replace the ageing server at a cost of approximately £70-80,000.

Undertake a competitive tender

The OHMS system is proprietary software for Northgate and as such it is not possible to tender for the support and maintenance of that particular system. Any tender would require that the complete system is tendered and replaced if necessary.

In view of the planned Welfare Reforms, which are expected to run from 2013/14 to 2017, and the Council's Customer Services Transformation Program any procurement now may be premature.

To undertake a tender requires a major investment in resource to specify the Council's requirements and to run and evaluate the tender. In changing a system, the Council would need to procure new licenses, new hardware, train all staff and run a parallel system to ensure confidence in migration. Anticipated switching costs could potentially be significant.

Reasons for decision

The recommendations in this report will provide value for money for the Council in providing new hardware and a disaster recovery service within the contract cost. The exercise has enabled the Council to update terms and conditions to reflect current approaches and will ensure services are provided for a further three years.

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<p>CAB541.</p>	<p>PROPOSAL FOR THE AWARD OF CONTRACT FOR THE HARINGEY HEALTH TRAINER/HEALTH CHAMPION SERVICE</p> <p>Cabinet considered a report, introduced by the Cabinet Member for Health and Adult Services, which sought approval for a fourteen month contract for the delivery of the Haringey Health Trainer/Health Champion Service.</p> <p>RESOLVED:</p> <p>That approval be given to the award of contract to the successful tenderer for delivery of the Haringey Health Trainer/ Champion service in accordance with Contract Standing Order (CSO) 09.07.1(d) to Enfield Council for an initial term of fourteen months (with an option of two one-year extensions)</p> <p>Alternative Options Considered</p> <p>No other viable options were identified due to the fact that the NHS contract with the current provider expired on 31 March 2013. This was a contract transferred from the NHS to the council on 1 April 2013. An award and waiver to January 31 2014 was agreed to facilitate a full tender process to be undertaken.</p> <p>Reasons for decision</p> <p>This health trainer and health champion services are key services to support behaviour change and raise early awareness of key diseases that contribute to the life expectancy gap. The new contract expands and increases the capacity of these services on the east of the borough. It also brings these services together under one provider. The award of contract to the successful tenderer follows an open tender process.</p>	
<p>CAB542.</p>	<p>GENITO-URINARY MEDICINE SERVICES - APPROVAL OF EXPENDITURE OF SERVICES (CENTRAL AND NORTH WEST LONDON NHS TRUST)</p> <p>Cabinet considered a report, introduced by the Cabinet Member for Health and Adult Services, which sought approval of expenditure for the provision of GUM services accessed by Haringey residents.</p> <p>RESOLVED:</p> <p>To approve the expenditure for the provision of GUM services accessed by Haringey residents and which is set out in the Heads of Terms Agreement between Camden Clinical Commissioning Group (CCG) as the co-ordinating CCG and CNWL and which Agreement Haringey Council is party to as an Associate Commissioner.</p> <p>Alternative options considered</p> <p>The option of paying for the provision of GUM services through the non-mandatory national tariff based on 'payment by results', as the NHS has previously done, was considered. In addition CNWL has seen increasing</p>	

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	<p>demands on its service from patients living in Haringey (10.5% increase) therefore continuing with the ‘payment by results’ service model would not provide the council with value for money or financial control of this demand-led service.</p> <p>Reasons for decision The ‘Heads of Terms’ agreement will provide Haringey council with improved budgetary control for 2013/14.</p>	
CAB543.	<p>MINUTES OF OTHER BODIES</p> <p>RESOLVED:</p> <p>That the minutes of the following bodies be noted:</p> <ul style="list-style-type: none"> ➤ Children and Young People’s Safeguarding Policy and Practice Advisory Committee – 17 September 2013 ➤ Decision by the Leader – 29 October 2013 	
CAB544.	<p>SIGNIFICANT AND DELEGATED ACTIONS</p> <p>RESOLVED:</p> <p>That significant and delegated actions taken by Directors since the previous meeting be noted.</p>	
CAB545.	<p>NEW ITEMS OF URGENT BUSINESS</p> <p>There were no new items of urgent business.</p>	
CAB546.	<p>EXCLUSION OF THE PRESS AND PUBLIC</p> <p>RESOLVED:</p> <p>That the press and public be excluded from the remainder of the meeting, as agenda items 23-26 contain exempt information, as defined under paragraphs 3 and 5, Part 1, Schedule 12A of the Local Government Act 1972.</p>	
CAB547.	<p>EXEMPT CABINET MINUTES</p> <p>RESOLVED:</p> <p>That the exempt minutes of the Cabinet meeting held on 15 October 2013 be confirmed as a correct record.</p>	
CAB548.	<p>MAJOR WORKS CONTRACTOR FRAMEWORK</p> <p>Cabinet considered exempt information pertaining to agenda item 14 above.</p>	

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CAB549.	PROPOSAL FOR THE AWARD OF CONTRACT FOR THE HARINGEY HEALTH TRAINER/HEALTH CHAMPION SERVICE Cabinet considered exempt information pertaining to agenda item 17 above.	
CAB550.	NEW ITEMS OF EXEMPT URGENT BUSINESS There were no new items of exempt urgent business.	

COUNCILLOR CLAIRE KOBER

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CHAIR