



# Brighton & Hove City Council


## FORWARD PLAN OF KEY DECISIONS

KING'S HOUSE  
GRAND AVENUE  
HOVE  
BN3 2LS  
[www.brighton-hove.gov.uk](http://www.brighton-hove.gov.uk)

Edition 2 – Revised

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For further detailed information regarding specific issues to be considered by the Cabinet/Individual Cabinet Member please contact the named contact officer for the item concerned.

The Leader of the Council is required to publish a forward plan setting out matters which the Leader believes will be the subject of a **key decision**  by the Cabinet or an individual Cabinet Member in the period covered by the Plan (the subsequent four months). Not all Key decisions can be listed with four months notice because in some cases the need for a decision is not known at the time of writing. The Council's Constitution states that a key decision is one that involves:

- (a) *Expenditure which is, or the making of savings which are, significant having regard to the expenditure of the City Council's budget, namely above £500,000 per annum; or*
- (b) *Is significant in terms of its effects on communities living or working in an area comprising two or more electoral divisions (wards).*

As a matter of good practice, the Council's Forward Plan includes other items in addition to key decisions that are to be considered by the Cabinet/Individual Cabinet Members. This additional information is provided to inform local residents of all matters to be considered, with the exception of issues which are dealt with under the urgency provisions.

For each decision included on the Plan the following information is provided:

- the name of the individual or body that is to make the decision and the date of the meeting
- the title of the report and decision to be considered
- individuals/groups that will be consulted prior to the decision being taken
- a list of other appropriate documents
- the name and telephone number of the contact officer and to whom any representations should be sent for each item.

The Plan is updated and published every month on the Council's web-site two weeks before the start of the period to be covered.

Meetings of the Cabinet/Individual Cabinet Members are open to the public (with the exception of discussion regarding reports which contain exempt/confidential information). Copies of agenda and reports for meetings are available on the web site in advance of meetings. For further details on the time of meetings and general information about the Plan please contact Mark Wall, Head of Democratic Services at Kings House, Grand Avenue, Hove, BN3 2LS, or telephone 01273 291006 or send an e-mail to [mark.wall@brighton-hove.gov.uk](mailto:mark.wall@brighton-hove.gov.uk).

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Brighton & Hove City Council Forward Plan July to October

Ref	Date decision to be taken	Key Decision (Including Brief Summary * Expected Outcome) (including ward/area)	Decision-making Body, Edition of Forward Plan when first appeared	Consultation Where Required (Details given: Who, How & Closing date)	Lead Officer (to whom representations should be made, and holder of documents)
<b>ITEMS PREVIOUSLY LISTED IN THE FORWARD PLAN BUT NOW WITHDRAWN OR DEFERRED FOR THE REASONS STATED</b>					
HSG 2182	12/11/08	<p>All Wards <b>Housing Management Repairs &amp; Maintenance ICT Strategy</b></p> <p>To agree a new ICT strategy for repairs &amp; maintenance, and to seek authority to proceed with implementation.</p> <p>This will now be deferred to Housing Cabinet Member Meeting in November 2008.</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Housing Management Consultative Committee, in September 2008.</p>	<p>Simon Throp Tel: 01273 296806</p>
HSG 2184	12/11/08	<p>All Wards <b>Housing Management Estates Service Review</b></p> <p>This will now be referred to Housing Cabinet Member Meeting in November 2008</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Housing Management Consultative Committee, in September 2008.</p>	<p>Simon Throp Tel: 01273 296806</p>

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HSG 2190	12/11/08	<p>All Wards <b>Value for Money Review of Housing</b></p> <p>Final report of the Value for Money review of Housing Services. Also to include Best Value Review.</p> <p>This will now be referred to the Housing Cabinet Member Meeting in November 2008.</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Staff Housing Management Consultative Committee in September 2008</p>	<p>Naomi Cox Tel: 01273 295813</p>
HSG 2159	12/11/08	<p>All Wards <b>Sussex Partnership Trust Contract</b></p> <p>As SPT move into foundation trust status, the nature of our arrangements through section 75 agreement need to be considered.</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Joint with Primary Care Trust. Consultation regarding Foundation Trust underway, including Health Overview and Scrutiny Committee, by Sussex Partnership Trust.</p>	<p>Denise D'Souza Tel: 01273 295032</p>

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HSG 2189	12/11/08	<p>All Wards  <b>Review of Learning Disability Day Services</b></p> <p>To present options for changes to the way day services are delivered.</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Cabinet Member Adult Social Care &amp; Health Cllr Ken Norman.                      The formal 12 week consultation will involve all key stakeholders: service users, family carers, the Learning Disability Partnership Board and key partners in the voluntary sector. We will be ensuring that account is taken of the most accessible ways of communicating with our service users given their specific communications needs as a result of their learning disabilities.</p>	<p>Naomi Cox Tel: 01273 295813</p>

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ASC 2164	08/12/08	<p>All Wards <b>Sussex Partnership Trust Contract</b></p> <p>As SPT move into foundation trust status, the nature of our arrangements through section 75 agreement need to be considered.</p> <p>This will now be deferred to the Adult Social Care &amp; Health Cabinet Member Meeting in December 2008 (originally set for 02 July CMM).</p>	<p>Cabinet Member for Adult Social Care &amp; Health Cabinet Member for Adult Social Care &amp; Health</p> <p>Edition 1</p>	<p>Joint with Primary Care Trust. Consultation regarding the Foundation Trust underway including Health Overview and Scrutiny committee, by Sussex Partnership Trust.</p>	Denise D'Souza Tel: 01273 295032
CAB 2087	10/07/08	<p>All Wards <b>Partial Review of the South East Plan: Meeting the Needs of Gypsies &amp; Travellers.</b></p> <p>To approve the proposed strategy for the city in relation to the Housing Act 2004 requiring local authorities to assess accommodation needs for Gypsies &amp; Travellers.</p> <p>Deferred to a Special Cabinet meeting in July – date to be confirmed.</p>	<p>Cabinet Cabinet Member for Environment</p> <p>Edition 1</p>	<p>Early consultation as part of a regional consultation has already taken place and was reported to Policy &amp; Resources Committee in September 2007. Further consultation with interested groups will take place following the cabinet decision.</p>	Judith Macho Tel: 29-2433

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<b>INDIVIDUAL CABINET MEMBER DECISIONS ANTICIPATED IN JUNE 2008</b>					
ASC 2078	16/06/08	All Wards <b>Home Care Contract Engendering</b>  Current contracts that were previously tendered due to expire and need approval to re-tender.	Cabinet Member for Adult Social Care & Health  Edition 1	Independent and voluntary sector providers. Primary Care Trust.  Consultation ends November 2008.	Lynn Mounfield Tel: 01273 296201
<b>INDIVIDUAL CABINET MEMBER MEETINGS ANTICIPATED IN JULY 2008</b>					

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ENV 2161	04/07/08	<p>St Peter's &amp; North Laine  <b>North Street Mixed priority Route Safety Scheme</b></p> <p>Non Key –                      To seek approval for the implementation of stage two of improvements to North Street Mixed Priority Route Road Safety Scheme. It recommends the approval of the preferred scheme outline in the report and appendices, together with the advertising of the necessary traffic orders under the Road traffic Regulation Act 1984.</p>	<p>Cabinet Member for Environment</p> <p>Edition 1</p>	<p>This has been fully consulted with the Brighton &amp; Hove buses, Sussex Police (who are partners in the scheme) the taxi forum, the conservation area advisory group including cycling groups, living streets. The consultation, including a public exhibition, ended in March 2008.</p>	<p>Owen McElroy Tel: 29-0368</p>
CYP 2162	21/07/08	<p>All Wards  <b>School Mergers Protocol</b></p> <p>To seek approval to the revised school mergers protocol for the City with effect from September 2008</p>	<p>Cabinet Member for Children &amp; Young People                      Cabinet Member for Children &amp; Young People</p> <p>Edition 1</p>	<p>Headteachers, Unions – consultation dates to be confirmed.</p>	<p>Gil Sweetenham</p>

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CYP 2163	21/07/08	<p>All Wards <b>St Luke's Merger</b></p> <p>To approve publication of Statutory Notice in relation to closing St.Luke's Infants School and expanding age range of Junior School creating all through Primary School for Sept 2009</p>	<p>Cabinet Member for Children &amp; Young People Cabinet Member for Children &amp; Young People</p> <p>Edition 1</p>	<p>Governors, School Staff, Unions - statutory consultation period – dates to be confirmed.</p>	Gil Sweetenham
HSG 2156	22/07/08	<p>All Wards <b>Housing Management Wheel Clamping Contract – Tender</b></p> <p>Approval to renew the existing HRA clamping contract and to allow other directorates to also benefit</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Housing Management Consultative Committee</p> <p>Tenant and leaseholder representatives have been consulted over the last 12 months.</p>	David Rook Tel: 01273 293271

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HSG 2165	22/07/08 22/07/08	All Wards <b>Housing Green Paper Options stage 1 Report</b>  Reporting on the opportunities arising from the Housing Green Paper.	Cabinet Member for Housing  Cabinet Member for Housing Cabinet Member for Adult Social Care & Health  Edition 1	Housing Management Consultative Committee, in July 2008.	Martin Reid Tel: 01273 293321
HSG 2186	22/07/08	Queen's Park <b>Authority to award External Refurbishment Contract for Somerset House &amp; Wiltshire House</b>  Seeking delegated authority to award the contract procured through the London Housing Consortia framework.  This item was brought forward to the July CMM from the 10 September to enable action to be implemented having been considered by the Housing Management Consultative Committee.	Cabinet Member for Housing  Edition 1	Housing Management Consultative Committee, in July 2008.	Simon Throp Tel: 01273 296806

**CABINET DECISIONS ANTICIPATED FOR THE 10 JULY 2008**

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CAB 2167	10/07/08	<p>All Wards  <b>Revised Local Development Scheme – 2008/11</b></p> <p>The purpose of the report is to seek agreement for the revised Local Development Scheme to be submitted to the Secretary of State for approval.</p>	<p>Cabinet            Cabinet Member for Environment</p> <p>Edition 1</p>	<p>This is not a document that requires consultation however, internal consultation on the work programme has been undertaken with the Local Development Framework Steering Group (which is inter-departmental). The Government Office for the South East has been consulted on a preliminary timetable and the Local Development Scheme has been amended to respond its comments.</p>	<p>Liz Hobden Tel: 01273 292504</p>

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CAB 2169	10/07/08	All Wards <b>Performance Focus End of Year Results 07/08</b>  Performance Indicator outcomes 2007/08.	Cabinet Cabinet Member for Central Services  Edition 1		Barbara Green Tel: 01273 29 1081
CAB 2171	10/07/08	All Wards <b>Risk &amp; Opportunity Management Strategy &amp; Programme 2008-11</b>  To approve council wide strategies for risk and operational management.	Cabinet Cabinet Member for Central Services  Edition 1		Jackie Algar Tel: 01273 291273
CAB 2175	10/07/08	All Wards <b>Corporate Energy Procurement – Gas Contract</b>  The three-year council’s corporate gas contract expires on the 30 September and delegated authority is required to seek revised quotations for the best price and value for money in the current volatile global energy market.	Cabinet Cabinet Member for Central Services  Edition 1		Angela Dymott Tel: 01273 291450

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CAB 2177	10/07/08	All Wards <b>Falmer Academy Outcome of Informal Consultation Period and Determination of Next Stage</b>	Cabinet Cabinet Member for Children & Young People  Edition 1		Gil Sweetenham
CAB 2179	10/07/08	All Wards <b>Targeted Budget Management (TBM) Month 2</b>  To report to the Cabinet on the financial position at the end of month 2.	Cabinet Cabinet Member for Finance  Edition 1		Nigel Manvell Tel: 01273 293104
CAB 2394	10/07/08	All Wards <b>Black Rock Redevelopment - Exempt Category 3</b>  Satisfaction of Legal and Funding Conditions	Cabinet Cabinet Member for Environment  Edition 2		David Fleming Tel: 01273 292700

**INDIVIDUAL CABINET MEMBER MEETINGS ANTICIPATED IN AUGUST 2008**

Note: There are no Cabinet or Cabinet Member Meetings scheduled for August at this time.

**INDIVIDUAL CABINET MEMBER MEETINGS ANTICIPATED IN SEPTEMBER 2008**

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HSG 2160	10/09/08	<p>All Wards <b>City-wide Housing Strategy</b></p> <p>Review of the City wide Housing Strategy.</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Housing Management Consultative Committee. Strategic Housing Partnership / Local Strategic Partnership.</p> <p>Early stakeholder consultation to inform strategy development has already taken place June to August 2007 and December to January 2007/08/ Strategic Housing Partnership have had ongoing input. Further consultation to the draft strategy will be undertaken in summer 2008.</p>	<p>Martin Reid Tel: 01273 293321</p>

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HSG 2154	10/09/08	<p>Hanover &amp; Elm Grove <b>St Gabriel's 10-year Lease</b></p> <p>To consider leasing St. Gabriel's for 10 years to provide support living for people with learning disabilities.</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>		Sylvia Peckham Tel: 01273 293318
HSG 2188	10/09/08	<p>All Wards <b>Housing Revenue Account Business Plan Review</b></p> <p>To update the Housing Revenue Account business plan.</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>		Joy Hollister Tel: 01273 295030
HSG 2635	10/09/08	<p>All Wards <b>Learning Disability Short Breaks Policy</b></p>	<p>Cabinet Member for Housing</p>		Mike Holford Tel: 01273 29-2501

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ENV 2392	11/09/08	All Wards <b>Secretary of State's Proposed Modifications to the Draft South East Plan</b>  To set out the City Council's response to the proposed modifications.	Cabinet Member for Environment Cabinet Member for Environment  Edition 2	The City Council is a consultee in this instance. Other council services i.e. Economic development / Housing, and other partners will be consulted once the form of the proposed modifications are known.	Mike Holford Tel: 01273 29-2501
ASC 2192	15/09/08	All Wards <b>Modernisation of Day Care Services for Older People</b>  Approval of new service model and specification (following VFM review and committee approval to broad direction of travel).	Cabinet Member for Adult Social Care & Health  Edition 1	Consultation undertaken as part of Value for money Review completed June 2008 included service users, staff, trade unions, commissioners, carers.	Anne Hagan Tel: 01273 296370

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ASC 2361	15/09/08	All Wards <b>Commissioning Plan for short term care</b>  Short term care consists of a range of services and commissioners are looking at quantity and types of provision to meet local need and cross health and social care provision.	Cabinet Member for Adult Social Care & Health  Edition 1 - Revised Version	Consultation via project working groups with stakeholders, users and carers.	Joanne Matthews Tel: 01273 545436
EEM 2829	15/09/08	All Wards <b>Social Enterprise Strategy</b>	Cabinet Member for Enterprise, Employment & Major Projects		
<b>CABINET DECISIONS ANTICIPATED FOR THE 18 SEPTEMBER 2008</b>					
CAB 2193	18/09/08	All Wards <b>Communal Bins</b>  To agree an extension of communal bins in the city centre area.	Cabinet Cabinet Member for Environment  Edition 1	We have already consulted over 23,000 residents and all ward Councillors in the area affected in the area of the proposed extension.	Gillian Marston Tel: 01273 294701

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CAB 2195	18/09/08	All Wards <b>Patcham Court Farm – Update on Disposal</b>  To update cabinet on the progress of the disposal of this site within the context of the current property market and to set out the available options on the way forward.	Cabinet Cabinet Member for Central Services  Edition 1		Angela Dymott Tel: 01273 291450
CAB 2197	18/09/08	All Wards <b>Disposal of Community Stadium Site</b>	Cabinet Cabinet Member for Central Services  Edition 1		Angela Dymott Tel: 01273 291450
CAB 2199	18/09/08	All Wards <b>08/09 Q1 Performance Report</b>  April-June 2008 performance indicator outcomes.	Cabinet Cabinet Member for Central Services  Edition 1		Barbara Green Tel: 01273 29 1081

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CAB 2201	18/09/08	All Wards <b>Falmer Academy Released Land</b>  Brighton & Hove Albion Football Club proposal for the released land and officers' assessment of value and development potential.	Cabinet Cabinet Member for Enterprise, Employment & Major Projects  Edition 1		Angela Dymott Tel: 01273 291450
CAB 2203	18/09/08	All Wards <b>BHA Community Stadium – Chalk Disposal</b>  To seek authority for landlord's consent and associated lease negotiations to the chalk disposal resulting from the building works and site excavations for the community stadium.	Cabinet Cabinet Member for Central Services  Edition 1		Angela Dymott Tel: 01273 291450

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CAB 2205	18/09/08	All Wards <b>Asset Management Plan &amp; Corporate Property Strategy 2008-11</b>  An update of the current asset management plan and corporate property strategy providing a strategic overview of Brighton & Hove City Council's property assets and the systems, processes and policies in place to manage and maintain them covering the three-year period 2008-11.	Cabinet Cabinet Member for Central Services  Edition 1		Angela Dymott Tel: 01273 291450
CAB 2207	18/09/08	All Wards <b>Corporate Procurement Strategy</b>  To consider and approve the revised strategy.	Cabinet Cabinet Member for Central Services  Edition 1		Mark Ireland Tel: 01273 291240

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CAB 2173	18/09/08	All Wards <b>Cycling Demonstration Town - Funding</b>  Approval sought to participate.	Cabinet Cabinet Member for Central Services  Edition 1	Consultation on the original scheme was carried out during 2006/07 – further consultation, should we receive further additional funding, will be carried out with key stakeholders in the city including Brighton & Hove buses and cycling groups.	Jenny Rowlands Tel: 01273 291019
CAB 2209	18/09/08	All Wards <b>My Space Strategy</b>  To agree the proposed bid to go forward on 30 September to the Big Lottery Fund	Cabinet Cabinet Member for Children & Young People  Edition 1	Young people, community & voluntary sector, sporting sector and other stakeholders. Dates for consultation to be confirmed.	Gillian Cunliffe Tel: 01273 293447

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CAB 2363	18/09/08	All Wards <b>Inclusive Council Policy</b>  To consider the Council's single equality scheme and related policies.	Cabinet Cabinet Member for Community Affairs, Inclusion & Internal Relations  Edition 1 - Revised Version	The Council has received comment from the Equality Forums, communities of interest, statutory partners and interested stakeholders.	Janice Millman Tel: 01273 291080
CAB 2365	18/09/08	All Wards <b>Primary Strategy for Change</b>  To update Cabinet on progress with the Primary Strategy for Change and consultation with relevant stakeholders	Cabinet Cabinet Member for Children & Young People  Edition 1 - Revised Version	Consultation will take place with relevant stakeholders throughout June and July 2008.	Gil Sweetenham
CAB 2676	18/09/08	All Wards <b>Early Years Capital Grant</b>  To seek authority for a strategy for allocating the early years capital grant over the next three years.	Cabinet Cabinet Member for Children & Young People		

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CAB 2678	18/09/08	All Wards <b>Phase 3 Children's Centres</b>  To agree the number and location of Phase 3 Children's Centres.	Cabinet Cabinet Member for Children & Young People		
CAB 2358	18/09/08	All Wards <b>King Alfred Redevelopment</b>  To report to Cabinet on progress to date and satisfaction of conditions under the development agreement.	Cabinet  Edition 1 - Revised Version		Jenny Rowlands Tel: 01273 291019
<b>INDIVIDUAL CABINET MEMBER DECISIONS ANTICIPATED IN OCTOBER 2008</b>					
HSG 2158	08/10/08	All Wards <b>Housing Management Tenancy Agreement Review</b>	Cabinet Member for Housing Cabinet Member for Housing  Edition 1		David Rook Tel: 01273 293271

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Brighton & Hove City Council Forward Plan July to October

Ref	Date decision to be taken	Key Decision (Including Brief Summary * Expected Outcome) (including ward/area)	Decision-making Body, Edition of Forward Plan when first appeared	Consultation Where Required (Details given: Who, How & Closing date)	Lead Officer (to whom representations should be made, and holder of documents)
HSG 2375	08/10/08	All Wards <b>Housing Management Lift Condition Report</b>  To seek authority to tender this specialist contract	Cabinet Member for Housing Cabinet Member for Housing  Edition 2		Simon Throp Tel: 01273 296806
ASC 2191	27/10/08	All Wards <b>Self Directed Support Strategy</b>  To approve the strategy	Cabinet Member for Adult Social Care & Health Cabinet Member for Adult Social Care & Health  Edition 1		David Nicholls Tel: 01273 296112
<b>CABINET DECISIONS ANTICIPATED FOR THE 16 OCTOBER 2008</b>					
CAB 2377	16/10/08	All Wards <b>Single Homeless Strategy</b>  Approval to implement a city-wide, multi-agency strategy to address single homelessness and rough sleeping	Cabinet Cabinet Member for Housing  Edition 2		Steve Bulbeck Tel: 01273 29-3120

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CAB 2379	16/10/08	All Wards <b>Corporate Enforcement Policy</b>  To provide the outcome of the consultation process on the draft Corporate Enforcement Policy and recommend the adoption of the revised policy.	Cabinet Cabinet Member for Environment  Edition 2	Draft Policy was considered by the Policy & Resources Committee on the 7 February 2008. Brighton & Hove Business Forum and all known linked Associations. All internal Directorates and Workers Forums, also to be on the council website, to go to the Police and East & West Sussex. Consultation to finish at the end of July.	John Peerless Tel: 29-2486
CAB 2381	16/10/08	All Wards <b>Surveillance Policy</b>  To provide an update on the revisions to the original Surveillance Policy agreed by the Policy & Resources Committee in 2005	Cabinet Cabinet Member for Environment  Edition 2	No consultation – report follows a legal framework and has been amended to reflect the advice and recommendations of the Surveillance Commissioner	John Peerless Tel: 29-2486

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<b>REPORTS TO BE APPROVED BY OFFICERS UNDER DELEGATED POWERS</b>					

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