

29 May 2014

Annual Council

You are invited to attend the annual meeting of the Council to be held in the Council Chamber, Town Hall, Chorley on **Tuesday, 3rd June 2014 commencing at 6.30 pm.**

AGENDA

- 1 **Apologies for absence**
- 2 **Minutes of meeting Tuesday, 1 April 2014 of Council (Pages 5 - 10)**
- 3 **Declarations of Any Interests**

Members are reminded of their responsibility to declare any pecuniary interest in respect of matters contained in this agenda.

If you have a pecuniary interest you must withdraw from the meeting. Normally you should leave the room before the business starts to be discussed. You do, however, have the same right to speak as a member of the public and may remain in the room to enable you to exercise that right and then leave immediately. In either case you must not seek to improperly influence a decision on the matter.

4 **Returning Officers Report**

The Chief Executive as the Returning Officer will report that at the Elections held on 22 May 2014, the following persons were duly elected as Councillors for the wards stated:

Wards

Adlington and Anderton – Graham Dunn
Astley and Buckshaw – Matthew Lynch
Chorley East – Hasina Khan
Chorley North East – Alistair Morwood
Chorley North West – Ralph Snape
Chorley South East – Bev Murray
Chorley South West – Roy Lees
Chisnall – Alan Whittaker
Clayton le Woods North – Charlie Bromilow
Clayton le Woods West and Cuerden – Mick Muncaster
Clayton le Woods and Whittle le Woods – Eric Bell
Coppull – Richard Toon
Eccleston and Mawdesley – Keith Iddon
Euxton North – Mike Handley
Euxton South – Mark Jarnell
Pennine – Gordon France
Wheelton and Withnell – Margaret France

5 **Election of the Mayor for the Council Year 2014/15**

To formally elect the Mayor of the Borough for 2014/15.

6 **Election of the Deputy Mayor for the Council Year 2014/15**

To formally elect the Deputy Mayor for the Council Year 2014/15

7 **Presentation and vote of thanks to the Retiring Mayor**

The Retiring Mayor will be presented with a portrait, medallion and plaque bearing the Borough's Coat of Arms as a token of thanks for his year of office.

8 **Executive Cabinet 2014/15**

8a The Executive Leader will report on appointments to the Executive Cabinet for 2014/15

8b Consequential changes to the Council's Management Structure as a result of Executive Portfolios changes

Report of Chief Executive (to follow).

9 **Changes to Partnership Working Arrangements (Pages 11 - 16)**

Report of the Chief Executive enclosed.

10 **Appointments to Committees, Panels and Working Groups and other positions for 2014/15**

To approve the appointment of Members of the Council to Committees, other bodies and positions on the Council and to note shadow appointments for 2014/15 (information to follow).

11 **Appointments to Outside Bodies for 2014/15**

To appoint Members to represent the Council on Outside Bodies in 2014/15 (information to follow).

12 **Programme of Council Meetings for 2014/15**

To confirm the following timetable of Council Meetings for 2014/15.
All will be held in the Council Chamber at Chorley Town Hall at 6.30pm:

- 22 July 2014
- 4 September 2014 (Special Meeting)
- 23 September 2014
- 25 November 2104 (Policy Council)
- 13 January 2015
- 3 March 2015 (Budget Council)
- 14 April 2015

13 **Exclusion of the Public and Press**

To consider the exclusion of the press and public for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1 & 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

14 **Chorley Local Plan 2012 - 26 : Gypsy, Traveller and Travelling Showpeople Preferred Options, June 2014 (Pages 17 - 78)**

Report of the Executive Leader (enclosed).

15 **Chorley Community Homes Board Membership: Supplemental Deed to the Transfer Agreement (Pages 79 - 90)**

Report of the Director of Partnerships, Planning and Policy (enclosed).

16 **Any other item(s) the Mayor decides is/are urgent**

Yours sincerely



Gary Hall
Chief Executive

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Distribution

1. Agenda and reports to all Members of the Council for attendance.
2. Agenda and reports to Gary Hall (Chief Executive), Lesley-Ann Fenton (Director of Partnerships, Planning and Policy), Jamie Carson (Director of People and Places), Chris Moister (Head of Governance) and Carol Russell (Democratic Services Manager) for attendance.

If you need this information in a different format, such as larger print or translation, please get in touch on 515151 or chorley.gov.uk

Council

Tuesday, 1 April 2014

Present: Councillor John Walker (Mayor), Councillor Roy Lees (Deputy Mayor) and Councillors Ken Ball, Eric Bell, Julia Berry, Alistair Bradley, Terry Brown, Henry Counce, Jean Cronshaw, Matthew Crow, Magda Cullens, John Dalton, David Dickinson, Doreen Dickinson, Graham Dunn, Dennis Edgerley, Robert Fynamore, Christopher France, Anthony Gee, Danny Gee, Marie Gray, Alison Hansford, Harold Heaton, Steve Holgate, Keith Iddon, Kevin Joyce, Hasina Khan, Paul Leadbetter, Adrian Lowe, Marion Lowe, June Molyneaux, Greg Morgan, Mick Muncaster, Steve Murfitt, Beverley Murray, Alan Platt, Pauline Phipps, Dave Rogerson, Geoffrey Russell, Rosie Russell, Joyce Snape, Kim Snape, Ralph Snape, Paul Walmsley and Peter Wilson

Also in attendance

Officers: Gary Hall (Chief Executive), Jamie Carson (Director of People and Places), Chris Moister (Head of Governance) and Carol Russell (Democratic Services Manager)

14.C.123 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors Peter Goldsworthy and Mark Perks.

In welcoming Members to the meeting, the Mayor indicated that agenda item 12, a Motion submitted by Councillor Peter Wilson, was likely to be considered whilst the press and public were excluded because of the likely disclosure of confidential information during the discussion.

14.C.124 MINUTES OF THE LAST MEETING

RESOLVED – that the minutes of the last Council meeting held on 25 February 2014 be confirmed as a correct record and signed by the Mayor.

14.C.125 DECLARATIONS OF ANY INTERESTS

Councillor Matthew Crow declared an interest in agenda item 12, a Motion relating to the provision of a Youth Zone in Chorley.

14.C.126 PUBLIC QUESTIONS

There were no public questions.

14.C.127 EXECUTIVE CABINET

Members received general reports of the last three meetings of Executive Cabinet held on 16 January, 13 February and 20 March 2014.

Councillor Alistair Bradley, Leader of the Council proposed and Councillor Peter Wilson, Executive Member for Resources, Policy and Performance seconded and it was **RESOLVED – that the reports be noted.**

14.C.128 OVERVIEW AND SCRUTINY COMMITTEE AND TASK AND FINISH GROUPS

Members considered a general report of the Overview and Scrutiny Committee for meetings held on 9 January and 5 February 2014 and including the work of the Performance Panel and Scrutiny Task Groups.

Councillor Steve Holgate, Chair of the Overview and Scrutiny Committee proposed and Councillor Marion Lowe seconded it and it was **RESOLVED – that the report be noted.**

14.C.129 GOVERNANCE COMMITTEE

Members considered a general report of two meetings of Governance Committee held on 16 January and 13 March 2014.

A request was made for the business of the Governance Committee to be more evenly spread across the four meetings in the year and the Chair agreed to look into this.

Councillor Paul Leadbetter, Chair of the Governance Committee proposed and Councillor Alison Hansford Vice Chair seconded and it was **RESOLVED – that the report be noted.**

14.C.130 AMENDMENT TO THE SCHEME OF DELEGATION

Members considered a report seeking approval to a proposal to extend the current scheme of delegation to the Director of People and Places to deal with minor issues in relation to licensed hackney carriage and private hire drivers. The report had been agreed by Licensing and Public Safety Committee on 19 March 2014 and required full Council approval as a change to the Constitution. The new power would complement current powers for the Director to agree driver applications with minor issues outside the normal licensing policies.

Councillor Adrian Lowe, Executive Member for Places proposed and Councillor Marion Lowe, Chair of Licensing and Public Safety Committee seconded and it was

RESOLVED – that approval be given to the proposed changes to the Scheme of Delegation in relation to existing hackney carriage and private hire drivers to enable the Director of People and Places, in consultation with the Chair or Vice Chair of Licensing and Public Safety Committee, to exercise the powers of the General Licensing Sub-Committee to issue written warnings as to future conduct. These would remain on the driver's licensing file in relation to drivers who already hold a private hire driver licence or hackney carriage driver licence.

14.C.131 MARKET WALK STEERING GROUP: TERMS OF REFERENCE

The Head of Governance submitted a report proposing that the Market Walk Steering Committee, established in 2013 to investigate and make recommendations on the purchase of Market Walk Shopping Centre, be re designated a Working Group, with new terms of reference. The Group would receive periodic management information about the shopping centre; consider proposals for improvements; and make recommendations to Council. The

Steering Group would meet on a quarterly basis with additional meetings as and when required. It would have five members but with provision for a number of other councillors to attend in an observer capacity. The suggested new terms of reference were appended to the report.

Members of the opposition expressed concern that future decisions on the management and development of Market Walk may be made on a party political rather than commercial basis. The Leader of the Council assured Members that this would not be the case. The Council would set the strategic approach, supported by the views of the Steering Group. Day to day management would continue to be undertaken by officers under the leadership of the Executive. In response to a question, he also confirmed that Market Walk would be subject to scrutiny, as with other areas of Council business.

Councillor Alistair Bradley, Leader of the Council proposed and Councillor Peter Wilson, Executive Member for Resources, Policy and Performance seconded and it was **RESOLVED –**

- 1. That the establishment of a Market Walk Steering Group be agreed (to replace the current Market Walk Steering Committee) with the terms of reference as set out in the appendix to the report; and**
- 2. That any Councillor who is not a full Member of the Steering Group, be entitled to attend meetings of the Market Walk Steering Group, in an observer capacity.**

14.C.132 CHORLEY TOWN CENTRE MASTERPLAN

Members received a report on the recommended actions from the Town Centre Masterplan and also a Masterplan for the Fleet Street investment opportunity.

As part of approving a new economic development strategy in 2012, Members had agreed to develop a town centre Masterplan with the key priority of creating a vibrant town centre that attracts people from both the local community and visitors in the day and evening, for shopping, eating and entertainment. The Masterplan had now been completed and a range of key actions were recommended for different areas within the town centre, along with a timeframe for delivery.

In addition, an investment opportunity had been investigated for the development of residential/supported housing uses at Fleet Street and Gillibrand Street, including a potential specialist dementia care unit. Working with the Homes and Communities Agency, the Council had developed a detailed Masterplan and was looking at a phased approach to developing the sites of Fleet Street North and South, followed by Gillibrand Street North and South. If Members were in agreement to the proposals, the Council would look to secure a developer as a partner to progress the residential development.

In considering the Masterplan, some Members expressed concern about the traffic proposals, particularly in relation to the Civic Quarter. The Executive Leader assured Members that these were purely for illustrative purposes at this stage and would be subject to further discussion, however he agreed to take back the concerns for reconsideration of the traffic proposals.

The Executive Member for Resources, Policy and Performance, Councillor Peter Wilson proposed and the Executive Leader, Councillor Alistair Bradley seconded and it was **RESOLVED –**

1. That the report be noted
2. That the recommended actions from the Town Centre Masterplan be endorsed; and
3. That the proposals of the Fleet Street investment opportunity be approved for public consultation. Should any minor amendments to the proposal be required before the formal consultation process commences, the Executive Member for Resources, Policy and Performance be authorised to agree them in consultation with the Director of Partnerships, Planning and Policy.

14.C.133 QUESTIONS ASKED UNDER COUNCIL PROCEDURE RULE 8

There were no questions under Procedure Rule 8.

14.C.134 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED – that the press and public be excluded for the following two items of business on the grounds that it is likely that exempt information will be disclosed as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act.

Councillor Matthew Crow declared an interest in the following item and left the room for the consideration of that item.

14.C.135 TO CONSIDER A MOTION RECEIVED IN ACCORDANCE WITH COUNCIL PROCEDURE RULE 10

The following motion was submitted by Councillor Peter Wilson:

“This Council asks that Lancashire County Council gives assurances that it will use its planned Youth Zone budget for Chorley to support a multi-agency approach to delivering services to all the young people of Chorley. The site selected for development should be the one that attracts the most aggregate funding and offers the widest use by young people. We would request that any facility be delivered by LCC working with Chorley BC, local Voluntary Groups and private partners to deliver as wide as possible a service as part of a larger scheme to cater for all young people, not just those requiring specific early intervention support. This will be more cost effective in the construction phase and reduce risk to all partners in the ongoing operation of any facility. It would also remove any potential for duplication of provision and resultant waste of Council Tax payers money.”

Councillor Alistair Bradley, Executive Leader proposed the motion and Councillor Peter Wilson, Executive Member for Resources, Policy and Performance seconded the motion and following debate it was **RESOLVED - that there be unanimous support for the motion.**

14.C.136 MARKET WALK

Members considered a report of the Chief Executive and Executive Leader on development options for Market Walk and seeking agreement to undertaking a feasibility study into progressing any viable option to the detailed planning stage.

Further to the all Member briefing provided by Deloitte prior to the Council meeting, and information provided within the report, Members considered development options which focussed on high street retailer requirements, car parking, existing tenants and traders, leisure provision, other town centre projects and overall commercial feasibility.

Councillor John Dalton proposed an amendment, seconded by Councillor Greg Morgan, to defer the decision on the recommendations contained in the report to the next Council meeting to enable Members further time to consider the report.

On being put to the vote, the amendment was LOST

Councillor Alistair Bradley, Leader of the Council proposed and Councillor Peter Wilson, Executive Member for Resources, Policy and Performance seconded and it was **RESOLVED –**

- 1. That the Market Walk Steering Group be given delegated authority to review the final feasibility report and subject to a clear business case, recommend one of the options to progress further.**
- 2. That the Council approves the incurring of further expenditure up to £100,000 to progress one of the options developed as part of the feasibility study, to enable the Market Walk Steering Group to make a recommendation to Council.**
- 3. That, if full planning permission is approved, a further report be brought to full Council detailing proposals for the development. It should be noted that any development would only proceed if pre-lets were agreed, in order to limit any risk to the Council.**

The press and public were readmitted for the following item.

14.C.137 MAYORAL ANNOUNCEMENTS

As this was the final Council Meeting before the European and Local Elections on 22 May, the Mayor wished all those Councillors standing for election this year, the best of luck. He also passed on his best wishes and thanks to those Councillors who had chosen to step down this year – Councillors Rosie and Geoff Russell, Magda Cullens and in particular a special tribute to Councillor Dennis Edgerley who had served as an Elected Member for Chorley for almost 40 years.

There followed many tributes, thanks and words of appreciation to the retiring Councillors from group leaders and ward colleagues, in particular for Dennis Edgerley who had served as Deputy Leader of the Council, Leader of the Labour Group, Mayor of the Borough and in many Executive Member positions and as Chair of a number of Committees. Councillor Edgerley responded and thanked everyone for their kind words. Councillor Edgerley received a standing ovation from all those present.

Chair



Report of	Meeting	Date
Chief Executive	Council	3 June 2014

CHANGES TO PARTNERSHIP WORKING

PURPOSE OF REPORT

1. This report proposes changes to two current committees, the Chorley Partnership Executive and the Equality Forum.

RECOMMENDATIONS

2. That the Chorley Partnership Executive is deleted and replaced with a Chorley Public Service Reform Board.
3. That the Chorley Public Service Reform board appoints the Leader of the Council and an opposition member as its representatives.
4. That the meeting arrangements for the Equality Forum are transferred to the Chorley VCFS Network.
5. That a member is appointed as the Council representative on the Equality Forum.

EXECUTIVE SUMMARY OF REPORT

6. The Chorley Partnership Executive have reviewed the purpose and arrangements of partnership working in Chorley and agreed that a formal change to the governance and structure of the partnership would enable them to achieve greater transformational change. This report proposes that these new arrangements are agreed.
7. The Equality Forum arrangements have also been reviewed and it is proposed that whilst the purpose and outcomes of the meetings are beneficial, that greater value and input from the wider community could be gained by transferring responsibility for the meeting arrangements to the Chorley VCFS Network. This report proposes that these new arrangements are agreed.

Confidential report Please bold as appropriate	Yes	No

CORPORATE PRIORITIES

8. This report relates to the following Strategic Objectives:

Involving residents in improving their local area and equality of access for all	x	A strong local economy	x
Clean, safe and healthy communities	x	An ambitious council that does more to meet the needs of residents and	x

	the local area	
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CHANGES TO THE CHORLEY PARTNERSHIP EXECUTIVE

9. The Chorley Partnership Executive has been operational for a number of years. Historically it had a large support structure of sub groups and delivered the Local Area Agreement in conjunction with County wide structures. A number of reviews have taken place since then to keep the partnership fit for purpose, with the sub group structure being continually reduced. The Partnership currently operates to deliver the Sustainable Community Strategy, last updated in 2010 which presents agreed priorities for focus. In recent years, they have chosen a number of key projects annually to deliver in partnership to tackle cross cutting issues. An example of the projects and what they have delivered is included below.

Issue	Outcomes
Mitigating impact of Welfare Reform 2012/13 Key Project	<ul style="list-style-type: none"> • £40k of DWP funding allocated to provide 1:1 support for unemployed residents • Jointly funded financial capability project providing 1:1 support on budgeting issues • Early support system established with Help Direct • Credit Union established with financial support from Chorley Council, small contributions from housing associations and in kind support from Lancashire Teaching Hospitals Trust establishing it as the main credit union for their 7000 employees • Welfare Reform Partnership established
Reducing Alcohol Related Harm 2011/12 Key Project	<ul style="list-style-type: none"> • One Stop Health Shop – Pop up shop with Lancashire Care Foundation Trust undertook 400 health checks in 8 months with 35% resulting in onward referrals • Hospital Alcohol Liaison Service (HALS) 7-day-a-week hospital service launched by Lancashire Teaching Hospitals Trust • Total Alcohol Project – Community Budget research project which calculated costs associated with alcohol related harm on all public services (£44k per high risk drinker). Number of recommendations delivered as a result including Brief Intervention Training delivered with 50+ employees from all partner agencies • Alcohol awareness in schools – over 900 pupils received alcohol advice sessions

10. Partnership working is an important way for the Council to influence and work with other organisations. To ensure that this partnership is achieving maximum value, a review has recently been undertaken. This recommended that given the current opportunities to change services (such as the integration of health and social care), and the good levels of strategic engagement from other organisations, that some governance changes would help to focus the work of the partnership.
11. It is proposed that the Partnership shifts its focus to how organisations can collectively deliver public services to the public efficiently and effectively in Chorley. To enable this change, it is proposed that the partnership adopts a new name, terms of reference and purpose.
12. It is proposed that the Partnership becomes the Chorley Public Service Reform Board and that its purpose will be “work together to ensure high quality public services with the best outcomes and value for residents and provide better coordinated and integrated services which are intelligence led”.
13. This board will be an important mechanism for the Council to have greater collaboration and influence on other organisations. The Council will retain an oversight of the work programme through the Member representatives on the board, and also through quarterly reports to Executive Cabinet. All agendas and minutes will continue to be published through the mod.gov system, and Councillors will be able to attend as observers.
14. Within the terms of reference, it is proposed that;

- a. The board will deliver this purpose through an annual work plan. The four workstreams for 2014/15 are;
 - Intelligence led services and sharing intelligence
 - Joint Commissioning
 - Integrated assets
 - Chorley wellbeing and resilience system
- b. Each board member will be responsible for gaining commitment from their organisation to support the delivery of these workstreams. Each board member has committed to;
 - Strong and dedicated leaders who are able to commit their organisations to exploring and where agreed, delivering, the new ways of working
 - Allocation of staff resource to workstreams to deliver on workstreams on their behalf
 - Removal of organisational barriers to data sharing where possible
 - Collective honesty up front about what is and isn't deliverable in partnership
- c. The board will lobby and influence other partnership bodies, such as the Children's Trusts, Community Safety Partnerships, Health and Wellbeing Partnerships, to ensure that Chorley issues are recognised and acted upon.

15. The membership is proposed as;

Organisation	Representative
Chorley Council	Leader of the Council
Chorley Council	Opposition Member
Chorley Council	Chief Executive
Chorley VCFS Network	VCFS Network Rep
DWP	Divisional Manager
Business Representative – focus on social responsibility	Business sector representative
Chorley and South Ribble Clinical Commissioning Group	Chief Officer
Lancashire Care Foundation Trust	Chief Operating Officer
Lancashire Constabulary	Chief Inspector
Lancashire County Council	Director of Public Health
Lancashire County Council	Elected Member
Lancashire Fire and Rescue Service	Divisional Manager
Lancashire Teaching Hospitals Trust	Director of Strategy
Runshaw College	Principal
Start Well Champion	LCC Children's Services Officer
Live Well Champion	VCFS Network Rep
Age Well Champion	Chief Executive, Age UK Lancashire

CHANGES TO THE EQUALITY FORUM

- 16. The Equality Forum invites representatives from groups of all strands of diversity to participate in discussions about new policies and Council activities and raise any concerns with regards to policies and service delivery. Any member of the community is welcome to attend and take part in meetings.
- 17. It has been proposed that additional value may be gained from these meetings if the arrangements were transferred into the community. The Council would continue to be an important partner at the Forum, but would take on a responsive rather than administrative role, enabling the issues that are affecting our communities to take prime space on the agenda. The Council will still use the Forum as a consultative body for changes to services or policies.

18. The benefit of this change will be threefold; firstly it will ensure a greater influence from the community on the agenda of the meetings, secondly, that it will fit into the role of the VCFS Network and build on their current programme of work, and thirdly, that it will encourage greater contributions from all public sector partners to present items for feedback rather than just the Council as the host organisation.
19. Within the new arrangements, it is proposed that the Chorley VCFS Network are appointed as the host organisation. We already hold a contract with the Network in which they take the lead on developing the voluntary, community and faith sector in Chorley.
20. The Chorley VCFS Network have developed four principles to assist in the transfer of the Equality Forum to the management of the Chorley VCFS network;
 - a. The Chorley VCFS network proposes to organise two meetings in each financial year (October and April) to enable engagement with equality related issues, chaired by a member of the VCFS Management Group.
 - b. A Standing Committee comprising of three members of the VCFS Management Group and three members of the Equality Forum, one of whom should be a borough councillor, will form a Standing Committee which will also meet twice each year (July and January) to plan the agenda for the following meeting and assess progress on specific issues
 - c. It is proposed that the database held by Chorley Borough Council is transferred to the VCFS Management Group so that invitations to events can be distributed both electronically and via the postal service. Agenda items will be requested by the Standing Committee.
 - d. To facilitate the above, it is proposed that the Borough Council makes financial provision in the 2014/2015 contract with the VCFS Management Group finances to enable the new forum to meet in venues other than the Town Hall. It is also proposed that the contract makes provision for BSL interpreter costs.
21. It is recommended that the Council accepts these principles, and that arrangements are made to facilitate the transfer of the Equality Forum from 2014/15 onwards.

IMPLICATIONS OF REPORT

22. This report has implications in the following areas and the relevant Directors' comments are included:

Finance		Customer Services	
Human Resources		Equality and Diversity	x
Legal		Integrated Impact Assessment required?	
No significant implications in this area		Policy and Communications	x

COMMENTS OF THE STATUTORY FINANCE OFFICER

23. No comments

COMMENTS OF THE MONITORING OFFICER

24. No comments

COMMENTS OF THE HEAD OF POLICY AND COMMUNICATIONS

25. The council's continued involvement in the Equality Forum will support the organisation in meeting its duties under the Equality Act.

GARY HALL
CHIEF EXECUTIVE

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Sarah James	5348	19 th May	Changes to Partnership Working

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of the Local Government Act 1972.

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