When telephoning, please ask for: Direct dial Email Laura Webb 0115 914 8511 constitutionalservices@rushcliffe.gov.uk

Our reference: Your reference: Date: Monday, 12 March 2018

To all Members of the Partnership Delivery Group

Dear Councillor

A Meeting of the Partnership Delivery Group will be held on Tuesday, 20 March 2018 at 7.00 pm in the Council Chamber Area B - Rushcliffe Arena, Rugby Road, West Bridgford to consider the following items of business.

Yours sincerely

Glen O'Connell Monitoring Officer

AGENDA

- 1. Apologies for absence
- 2. Declarations of Interest
- 3. Minutes of the Meeting held on 17 January 2017 (Pages 1 8)
- 4. Rushcliffe Business Partnership Annual Review (Pages 9 14)

The Report of the Executive Manager – Communities is attached.

5. Review of South Nottinghamshire Community Safety Partnership (Pages 15 - 18)

The Report of the Executive Manager – Neighbourhoods is attached.

6. Work Programme (Pages 19 - 20)

The Report of the Executive Manager – Finance and Corporate Services is attached.

<u>Membership</u>

Chairman: Councillor Mrs J Smith Vice-Chairman: Councillor J Greenwood Councillors: S Bailey, J Donoghue, R Hetherington, J Lungley, R Mallender, A Phillips and L Plant



Rushcliffe Community Contact Centre

Rectory Road West Bridgford Nottingham NG2 6BU

In person Monday to Friday 8.30am - 5pm First Saturday of each month 9am - 1pm

By telephone Monday to Friday 8.30am - 5pm

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Postal address Rushcliffe Borough Council Rushcliffe Arena Rugby Road West Bridgford Nottingham NG2 7YG



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MINUTES OF THE MEETING OF THE PARTNERSHIP DELIVERY GROUP WEDNESDAY 17 JANUARY 2018

Held at 7pm in Council Chamber B, Rushcliffe Arena, Rugby Road, West Bridgford

PRESENT:

Councillors S P Bailey, J E Greenwood, R Hetherington, G R Mallender, A Phillips, E A Plant, Mrs J A Smith, J A Stockwood, (substitute for E J Lungley), J E Thurman (substitute for J Donoghue).

ALSO IN ATTENDANCE:

J Kirkwood Delivery and Development Manager – Rural Community Action Nottinghamshire S Sutton Head of Lettings – Waterloo Housing

OFFICERS PRESENT:

D BanksExecutive Manager – NeighbourhoodsE BeardsleyPlanning Policy OfficerD DwyerStrategic Housing ManagerD HaydenPrincipal Community Development OfficerL WebbConstitutional Services Officer

APOLOGIES FOR ABSENCE:

Councillors J Donoghue, E J Lungley

12. **Declarations of Interest**

There were no declarations of interest.

13. Minutes of the Previous Meeting

The minutes of the meeting held on Tuesday 17 October 2017 were accepted as a true record.

14. Review of Waterloo Housing Partnership

The Strategic Housing Manager presented the report of the Executive Manager – Neighbourhoods which requested that members of the Group reviewed the performance of the Council's partnership with Waterloo Housing, the second largest housing provider in Rushcliffe. It was noted that Waterloo Housing, Midlands Rural Housing and the Council have a successful record of partnership working to bring forward rural exception sites within the Borough. In addition, De Montfort Housing Association (one of the three local housing associations across Waterloo Housing Group) participates in the Choice Based Lettings scheme.

The Strategic Housing Manager advised that in order to address the need for new affordable housing in rural areas, a rural exceptions site programme had been developed and that rural housing needs surveys had been finalised for Cropwell Bishop, East Bridgford, Shelford and Willoughby on the Wolds, however despite surveys being received and housing need identified none of these areas had ultimately progressed to develop viable schemes. This was in part due to the progression of the Local Plan Part 2 which may assist in meeting local housing needs without the need for an exception site. It was also noted that there had been a negative response for rural exceptions site programmes from Hickling, Upper Broughton and Colston Bassett Parish Councils. The Executive Manager – Neighbourhoods assured the Group that they would continue to work with these Parish Councils in the future to see if they would agree to deliver a survey regarding rural exception sites.

Sarah Sutton – Head of Lettings at Waterloo Housing attended the meeting and delivered a presentation to the Group regarding performance across key service areas since the partnership had last been scrutinised in January 2017. It was noted that Waterloo Housing currently managed 377 general needs properties (95 shared ownerships) across Rushcliffe. It was also noted that Waterloo Housing were currently in talks regarding merging with Fortis Living in Worcestershire which would take their total housing stock to 45,000 which as a consequence would provide greater capacity for development. The Head of Lettings advised that Waterloo Housing's current challenges were the roll out of Universal Credit and the uncertainty about future funding for supported housing. It was noted to the Group that there would be a voluntary Right to Buy scheme piloted in the West Midlands to test processes in advance of the launch of the national scheme.

The Head of Lettings advised the last completed housing site was at Cropwell Bishop in 2015 with two other sites currently under consideration in Gotham and Barnstone-cum-Langar and that Waterloo Housing were willing to attend Parish Council meetings in order to discuss the allocation of sites, marketing and promotion. Members of the Group asked about the use of any capital receipts received from properties sold under the Right to Buy scheme and were advised that any proceeds made under the Right to Buy scheme would be used to fund future affordable housing projects. Members of the Group also asked about the next steps regarding the potential housing site in Gotham, the Planning Policy Officer advised that a meeting would be held with the Parish Council to discuss the plans for the site, obtain comments from the Parish Council and then proceed with a formal planning application if their support was received.

Members of the Group were provided information on Waterloo Housing's stock improvements and also on responsive repairs. It was noted that during this financial year eight inefficient heating systems had been replaced with modern fuel efficient gas fired central heating as part of the Warm Homes initiative. It was also stated that due to Waterloo Housing successfully securing additional grant funding from National Grid, 25 more homes in Rushcliffe would benefit from having their heating replaced by March 2018. Members of the Group were keen for Waterloo Housing to demonstrate the environmental efficiency of the new heating systems that had been replaced. The Head of Lettings advised that they would provide the members of the Group with the EPC ratings of the new systems so that they could assess if energy efficiency had improved. The Head of Lettings advised that there had been three anti-social behaviour cases within the Borough during the last year, which had all been resolved at the early intervention stage without the involvement of Waterloo Housing's anti-social behaviour co-ordinator. The Head of Lettings provided an update regarding the impact of welfare reform and the introduction of Universal Credit and noted that in Rushcliffe average rent arrears currently stood at around £259.90, but that this figure was £60 lower in 2017 than it had been in 2016.

The Head of Lettings provided a progress report regarding Epperstone Court in West Bridgford, which was one of Waterloo Housing's largest schemes, with 87 units for those aged over 55. It was noted that there were high level of voids in Epperstone Court. The Head of Lettings assured the Group that they were working with the Strategic Housing Manager to consider other options in order to re-let the homes. The Strategic Housing Manager advised that bids had been placed on the properties within Epperstone Court which indicated that there was a demand for the accommodation but further investigation was needed regarding why the bidders had not proceeded to move into a property. Members asked several specific questions regarding Epperstone Court. The Group were informed that most properties were usually void for 30 - 40 days which was usually during the period of leaving notice.

The Head of Lettings provided an update to the Group regarding Waterloo Housing's performance on complaints and customer care. The Group were informed that Rushcliffe residents had expressed four expressions of dissatisfaction in 2017 which were all resolved at the informal stage of 'expression of dissatisfaction' and therefore, no formal process had been needed to resolve the complaint. It was also noted that overall customer satisfaction, as of November 2017 stood at 81% which Waterloo Housing were currently aiming to increase to their target of 86% satisfaction.

Members of the Group were also provided with an update about how Waterloo Housing engaged with their customers including providing online access for tenants to report repairs, make payments and access their statements and rent accounts. The Group were also informed that 40 – 50 residents were due to attend Waterloo Housing's annual conference in February 2018.

The Group were informed that Greenfingers currently administered the grounds and maintenance contract for Waterloo Housing properties. Members of the Group asked if other suppliers had been considered to provide this service. The Head of Lettings advised that Streetwise could be considered a company to carry out the grounds and maintenance work of the properties in the future. Members of the Group asked several questions about fire safety awareness by tenants and were advised that following the Grenfell Tower disaster there had been a number of campaigns run regarding fire safety.

The Chairman thanked The Head of Lettings and the Officers for attending the meeting and for answering the Group's questions.

It was **RESOLVED** that:

- a) the performance report of the Review of Waterloo Housing be noted.
- b) that the work of Waterloo Housing be endorsed.

c) members of the Group to be supplied with the EPC ratings of the new heating systems that have been installed by Waterloo Housing.

15. Service Level Agreement with Rural Community Action Nottinghamshire

The Principal Community Development Officer presented the report of the Executive Manager – Communities to provide a progress report on the work undertaken by Rural Community Action Nottinghamshire (RCAN) as part of the Service Level Agreement with the Borough Council for 2016/17 and the first nine months of 2017/18.

The Principal Community Development Officer advised that the Service Level Agreement stated RCAN should provide a service to organisations and individuals engaged in voluntary work in Rushcliffe, and also provide services to Rushcliffe rural community groups as well as to Town and Parish Councils on behalf of the Council, in order to assist them in meeting the objectives set out in the Council's Corporate Strategy, 2016-2020.

Jennifer Kirkwood, Delivery and Development Manager at RCAN attended the meeting and made a presentation to provide the Group with information on the recent services that it had delivered in Rushcliffe. It was noted that RCAN primarily operated in the more rural areas of Nottinghamshire such as Newark and Sherwood, Bassetlaw and Rushcliffe, with funding being derived from those Councils, a three year grant from DEFRA and from Nottinghamshire County Council through their Nottinghamshire Together Infrastructure Partnership.

The Delivery and Development Manager advised that RCAN had supported the development of four Community Led Plans in Bingham, East Bridgford, Ruddington and Radcliffe on Trent. It was noted however that the uptake of community led plans had declined with the introduction of Neighbourhood Plans in 2011. In order to adapt to these change, RCAN held a neighbourhood planning event in March 2017 where 13 Rushcliffe parishes were represented and had resulted in six parish councils asking for follow up appointments in order to take the development of Neighbourhood Plans further.

Members of the Group asked how Community Led Plans and Neighbourhood Plans differed. The Delivery and Development Manager advised that Community Led Plans were first introduced in 2000 to enable Parish Councils to consult with the wider community to discuss what services and facilities they would like to see in their parish, and to form an action plan for a period of 10 years. A Neighbourhood Plan however was more focused on the built environment, development and open spaces and was a statutory document which integrated with the Borough Council's Local Plan. The Principal Community Development Officer informed the Group that they were not mutually exclusive.

The Delivery and Development Manager noted that during the financial year of 2016/17 support and guidance had been given to 40 different groups, with 11 funding applications submitted and 8 successful applications. The funding for these groups overall was £122,289 which was a £31,289 increase from 2015/16. Examples of successful funding applications included the

refurbishment of Sutton Bonington Village Hall at £41,920 and the completion of a drainage project on Flintham cricket pitch at £22,000.

The Delivery and Development Manager noted that RCAN had delivered two successful Town and Parish forums and an annual conference during 2016/17, and was pleased to report that they had received very positive feedback from delegates. Members of the Group noted how useful and informative the recent Town and Parish forums had been and that the events were an excellent forum for Town and Parish councillors to network with each other. It was also noted that Rushcliffe was currently the only Borough which delivered Town and Parish forums with high attendance turnouts. An update was also provided covering the current financial year of 2017/18. It was noted that RCAN were continuing their work with Ruddington and East Bridgford Parish Council to deliver their community led plans. They had provided advice to eight groups so far which had secured £19,500 in funding. RCAN also held their parish conference at Rushcliffe Arena which was attended by 56 delegates.

The Chairman thanked The Delivery and Development Manager for attending and for answering the Group's questions.

It was RESOLVED that:

- a) That the report on the Service Level Agreement with Rural Community Action be noted.
- b) That the performance of Rural Community Action Nottinghamshire in delivering the Service Level Agreement for April 2016 to December 2017 (as detailed in Appendix 2 and 3) be endorsed.

16. Updated list of Partnerships

The Executive Manager – Neighbourhoods presented a report providing information on all the partnerships that the Council currently maintained, and requested that members of the Group reviewed the procedures for scrutinising the work and performance of these partnerships in order for the Group to further develop their work programme in highlighting areas for deeper scrutiny.

The Executive Manager noted that non-contractual partnerships, where the Council had more of an influencing role should be scrutinised by the Partnership Delivery Group, whereas partnerships of a contractual nature, where the focus would be on performance issues should be scrutinised by the Performance Management Board. The Executive Manager noted that the role of the Partnership Delivery Group was to scrutinise the developments of partnerships and to identify any concerns regarding the way in which the partnerships were working. It was also noted that the Partnership Delivery Group should focus on high profile partnerships as determined by a range of factors such as financial contribution made by the Council or the scale and breadth of outcomes for the community.

The Executive Manager highlighted three new partnerships for potential consideration for scrutiny by the group which were the Communities Nature Conservation partnership with the Nottinghamshire Wildlife Trust, the Building Control Partnership with South Kesteven District Council and the Grantham

Canal Partnership with the Canal and Rivers Trust. The Executive Manager also noted that due to a reduction in the financial input made by the Council that the scrutiny of the Rural Community Action Nottinghamshire (RCAN) and Rushcliffe Community Voluntary Service (RCVS) Partnerships could potentially be carried out on a biennial basis in order to allow more time for the Group to scrutinise other partnerships.

It was **RESOLVED** that:

- a) The report of The Executive Manager Neighbourhoods be noted.
- b) the Communities Nature Conservation Partnership, the Building Control Partnership and the Grantham Canal Partnership be added to the Work Programme for 2018/19.
- c) the partnerships with RCAN and RCVS to be scrutinised biennially.
- d) the Executive Manager Neighbourhoods, work with Constitutional Services to develop a new work programme for 2018/19 incorporating the agreed changes.

17. Work Programme

The Group considered their Work Programme.

It was RESOLVED that the Group's Work Programme, as set out below, be approved.

Date of Meeting	Item
20 March 2018	South Notts Community Safety Update
20 March 2010	 Rushcliffe Business Partnership
	Work Programme

The meeting closed at 8.41pm.

Action and Response Sheet PARTNERSHIP DELIVERY GROUP - WEDNESDAY 17 JANUARY 2018

Minute Number	Actions	Officer Responsible	Response
14.	Members of the Group to be supplied with the EPC ratings of the new heating systems that have been installed by Waterloo Housing.	Executive Manager - Neighbourhoods	Email sent to committee members 12 March 2018.
16.	The Executive Manager – Neighbourhoods, work with Constitutional Services to develop a new work programme for 2018/19 incorporating the agreed changes.	The Executive Manager – Neighbourhoods Constitutional Services	Completed.

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Partnership Delivery Group

20 March 2018

Rushcliffe Business Partnership Annual Review



Report of the Executive Manager – Communities

1. Summary

- 1.1 The Rushcliffe Business Partnership (RBP) was launched in 1999 as a forum for local businesses to network with each other, develop new business opportunities and link in to the local authority and other agencies on commercial matters.
- 1.2 Rushcliffe Borough Council supports the partnership through an annual Service Level Agreement payment of £2,000 and officer support to coordinate events and activities.
- 1.3 The Service Level Agreement (SLA) was scrutinised by partnership delivery on 18 of January 2017 and there were no actions arising from the scrutiny.
- 1.3 Dr John Collins, Chair of the RBP will provide a presentation to Members on services delivered and outline future plans to promote business engagement.

2. Recommendation

It is RECOMMENDED that Members consider and make comment on the presentation made by the Rushcliffe Business Partnership and endorse the work of the partnership.

3. Supporting Information

- 3.1 The RBP is an integral part of the local business scene with more than 550 individuals and organisations currently signed up to work with and benefit from the partnership.
- 3.2 RBP members are generally drawn from small to medium-sized enterprises based within the Borough, although membership covers everyone from small start-ups and sole traders to industries with turnover of more than £1 million.
- 3.3 General membership is free with a range of benefits including networking, training opportunities news and social media updates regarding business from across the Borough and an annual business conference held each year in November.
- 3.4 The Partnership is led by a small steering group, which meets quarterly, and holds an annual meeting to review progress and set the strategic agenda for the following 12 months.
- 3.5 The Partnership's key aims are to:

- Support businesses in Rushcliffe to grow, develop and increase profitability
- Increase trade between Rushcliffe businesses
- Increase trade for Rushcliffe businesses from outside of the Borough
- Raise awareness of issues that affect the business community (such as regional and local business support, grants and funding, and new legislation)
- Work with relevant partners to provide a forum for businesses to communicate with the public, private and voluntary sectors
- Work with other local strategic partnership theme groups to raise awareness of the needs of the business community and how the other groups can assist in meeting these needs
- Improve the general business environment in Rushcliffe.

4. Risk and Uncertainties

4.1 The partnership meets quarterly to ensure that any strategic and reputational risks are minimised.

5. Implications

5.1. Finance

- 5.2. The RBP is funded by a £2,000 Service Level Agreement from Rushcliffe Borough Council to deliver the following:
 - 12 monthly networking events
 - 1 annual event
 - 1 website maintained and updated on a regular basis
 - 3 quarterly themed networking events

5.3. **Legal**

None

5.4. Corporate Priorities

Supporting economic growth to ensure a sustainable, prosperous and thriving local economy – RBP provides effective partnership working to increase and strengthen links between Rushcliffe businesses and with local/regional agencies and organisations.

5.5. Other Implications

None

For more information contact:	Derek Hayden Principal Community Development Officer 0115 914 8270 email <u>dhayden@rushcliffe.gov.uk</u>
Background papers Available for Inspection:	None
List of appendices (if any):	Rushcliffe Business Partnership Action Plan 2017/18 (Year to Date)

Rushcliffe Business Partnership 2017-18

Report Author: Derek Hayden **Generated on:** 07 March 2018

Action Status				
×	Cancelled			
	Overdue; Neglected			
\triangle	Unassigned; Check Progress			
) Dage	Not Started; In Progress; Assigned			
12	Completed			

Rows are sorted by Code

Action Code & Title	Status Icon	Progress	Due Date	Milestone Description	Milestone Completed	Milestone Progress Note
Hold annual business event	S	100%	31-Mar- 2018	Successful event held	Yes	The Rushcliffe Business Partnership Annual event took place on Tuesday 1st of November at the British Geological survey in Keyworth with a theme business in a changing world . The event had 167 businesses in attendance was very well received
Hold 12 networking events throughout the		100%	31-Mar- 2018	Quarter 1 – 6 networking events held	Yes	3 networking events in West Bridgford 3 Networking events in Ruddington
year				Quarter 2 - 9	Yes	3 Networking events in West Bridgford

Action Code & Title	Status Icon	Progress	Due Date	Milestone Description	Milestone Completed	Milestone Progress Note
				networking events held		3Networking events in Ruddington 3Networking event in Keyworth
				Quarter 3 – 9 networking events held	Yes	3 networking events in West Bridgford3 networking events in Ruddington3 Networking event in Keyworth
				Quarter 4 - 5 networking events held	Yes	 networking events in West Bridgford networking events in Ruddington Networking event in Keyworth
Maintain the Rushcliffe Business Partnership website. Publish 24 business news stories relating to Rushcliffe	o	100%	31-Mar- 2017	51 News Articles Publ D2N2 Growth Hib and		a range of business items, including promotion of the Programme
	O	100%	31-Mar- 2017	Percentage increase in visitor traffic	Yes	3961 twitter followers, 2674 followers increase since 2016/17 132 Facebook likes and followers compared to 102 Facebook followers in 2016/17
		increase in visitor traffic and engagement	Yes	There are 1606 active user regularly engaging with the site since April 2017 up to the 1 st March 2018.		

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Partnership Delivery Group

20 March 2018

Review of the South Nottinghamshire Community Safety Partnership



Report of the Executive Manager - Neighbourhoods

1. Summary

- 1.1. Members have requested a review of the South Nottinghamshire Community Safety Partnership (SNCSP) performance with particular emphasis on the changes to crime recording and its impact on crime data, further transformation of the Nottinghamshire Police service and opportunities for community engagement development.
- 1.2. Members will therefore receive a presentation from Inspector Craig Berry from Nottinghamshire Police.

2. Recommendation

It is RECOMMENDED that the Partnership Delivery Group consider and make comments on the performance of the SNCSP within Rushcliffe during 2017.

3. Reasons for Recommendation

- 3.1. The SNCSP covers the administrative areas of Rushcliffe, Broxtowe and Gedling.
- 3.2. It performs the role of being the Council's Crime and Disorder Reduction Partnership which is a statutory group required by the 1998 Crime and Disorder Act.
- 3.3. Statutory and voluntary partners participate in the SNCSP with a common aim of reducing crime and disorder, anti-social behaviour and promoting healthy and safe communities.
- 3.4. Nottinghamshire Police is a core delivery partner on the community safety agenda within South Nottinghamshire. In addition to an overview of crime performance within the Borough, the presentation will provide an explanation of the crime reporting changes and how that is impacting on overall crime data, current force wide emerging crime trends such as action to tackle knife crime and work being undertaken by the Chief Constable to review Police resources and their deployment.
- 3.5. In terms of wider partnership working there have been a number of highlights during the last 12 months including;
 - Delivery of a programme of crime prevention work covering the key topics of burglary, cycle thefts, shoplifting and student safety
 - Delivery of the Trent Bridge Locality Action Plan

- Further consolidation of the successful 'Shopwatch' scheme
- Establishment of a Rushcliffe multi agency rough sleeper group
- Supporting the review and reconfiguration the Police Priority Setting Meeting
- Launching a Domestic Homicide Review (Operation Hind)
- Appointment of a shared mental health trained social worker to work on complex cases across Gedling, Broxtowe and Rushcliffe

4. Supporting Evidence

4.1. Members will receive a presentation covering the performance of the SNCSP within Rushcliffe during 2017.

5. Risk and Uncertainties

5.1. None

6. Implications

6.1. Finance

There are no direct financial implications to this report. However, it should be noted that the Council received additional funding of up to £15,794 from the Police and Crime Commissioner to support the Trent Bridge Locality Area in 2017/18.

6.2. **Lega**

None.

6.3. Corporate Priorities

Supporting economic growth to ensure a sustainable, prosperous and thriving local economy – crime prevention and crime reduction are important foundation factors in developing and maintaining business and economic prosperity in the borough.

Maintaining and enhancing our resident's quality of life – this subject is fundamental to the Council's duty under Section 17 of the Crime and Disorder Act 1998 to do all it reasonably can when exercising its functions to prevent crime and disorder. The fulfilment of this duty has a significant positive impact on our residents' quality of life.

6.4. Other Implications

None

For more information contact:	David Banks Executive Manager - Neighbourhoods 0115 914 8438 DBanks@rushcliffe.gov.uk
Background papers Available for Inspection:	None
List of appendices (if any):	None

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Partnership Delivery Group

20 March 2018

Work Programme

6

Report of the Executive Manager – Finance and Corporate Services

1. Summary

1.1. The work programme is a standing item for discussion at each meeting of the Partnership Delivery Group. This report presents the Group's rolling work programme.

2. Recommendation

It is RECOMMENDED that the Partnership Delivery Group agrees the proposed work programme for 2018/19.

3. Details

Date of Meeting	Item				
20 March 2018	South Notts Community Safety Update				
	Rushcliffe Business Partnership				
	Work Programme				
5 June 2018	Review of Positive Futures				
	Review of the Corporation Agreement for Fleet Maintenance				
	Partnership Delivery Group Annual Report				
	Work Programme				
18 September 2018	Review of Metropolitan Housing Partnership				
	Building Control Agreement with South Kesteven District Council				
	Work Programme				
20 November 2018	Review of Waterloo Housing Partnership				
	Nottinghamshire Wildlife Trust				
	Work Programme				

Date of Meeting	ltem	
26 February 2019	South Notts Community Safety Update	
	• Grantham Canal Partnership with the Canal and Rivers	
	Trust	
	Work Programme	

For more information contact:	Constitutional Services
	0115 914 8481
	constitutionalservices@rushcliffe.gov.uk
Background papers Available for	None
Inspection:	
List of appendices (if any):	None