

Council Minutes

Date: 15 May 2017

Time: 6.30 - 7.05 pm

PRESENT: Councillor M Hussain JP (in the Chair)

Councillors Mrs J A Adey, Mrs S Adoh, K Ahmed, Z Ahmed, M C Appleyard, D H G Barnes, Ms A Baughan, S Broadbent, Miss S Brown, H Bull, D J Carroll, M Clarke, Mrs L M Clarke OBE, A D Collingwood, M P Davy, C Etholen, R Farmer, R Gaffney, S Graham, A R Green, G C Hall, M Harris, C B Harriss, M A Hashmi, A E Hill, A Hussain, M Hussain, D A Johncock, Mrs G A Jones, M E Knight, D Knights, Mrs J D Langley, Mrs W J Mallen, N B Marshall, H L McCarthy, I L McEnnis, R Newman, Ms C J Oliver, B E Pearce, G Peart, S K Raja, R Raja, J A Savage, R J Scott, D A C Shakespeare OBE, N J B Teesdale, Mrs J E Teesdale, A Turner, P R Turner, Ms J D Wassell, D M Watson, R Wilson, L Wood and Ms K S Wood,

Also present: Honorary Aldermen: J M Blanksby, R Pushman and Mrs P Priestley.

101 ELECTION OF CHAIRMAN

It was proposed by Councillor R Gaffney that Councillor Miss S Brown be elected as Chairman of the Council for the 2017/18 municipal year.

The proposer gave a brief history of Miss Brown's background stating that she was no stranger to public life and service having been Mayor of Marlow for two consecutive years. Councillor Brown also served on the Marlow Town Regatta Committee, was Manager of Marlow Age Concern and since being elected as District Councillor two years ago had become an eminent Member on the Improvement & Review Commission, also serving on many of the Task and Finish Groups.

In his concluding comments Councillor Gaffney stated that Councillor Brown was the ideal candidate to fulfil the role and that he had no reservations in formally proposing her as Chairman of the Council for the ensuing year.

The proposal was seconded by Councillor Z Ahmed.

There being no other nominations and upon being put to a vote it was

RESOLVED: That Councillor Miss S Brown be elected a Chairman for the municipal year 2017/18.

Councillor Miss S Brown thereupon accepted office, made the necessary declaration and was presented with the Chairman's chain.

Councillor Miss S Brown in the Chair

The Chairman addressed the meeting and took the opportunity to express her gratitude to both the proposer and seconder for their kind words. She also thanked the outgoing Chairman and the whole Council for electing her. Councillor Miss S Brown stated that she would endeavour to fulfil the role to the very best of her ability.

The Chairman then made reference to the theme for the ensuing year which aimed to raise awareness of dementia related problems and the ways in which it affected so many lives. She stated that dementia had become a fast growing problem, with a diagnosis being confirmed every three minutes. She also gave mention to a project known as "Dementia Friends" which sought to help those in greatest need through the assistance of neighbours and friends following a period of training.

Councillor D Barnes then proposed a vote of thanks to the outgoing Chairman whom he had known for over 15 years. He stated that his passion for the community he represented had been demonstrated within his chairmanship over the past 12 months through his work of promoting the activity and achievements of volunteers within the District. This had brought about a sharp focus on the level of generosity within our communities. Over 30 of such volunteers had been recognised at the Annual Chairman's reception. Councillor Hussain's work in this field had resulted in the recognition of the unsung heroes of our community who had devoted many thousands of hours in supporting fellow residents.

In his concluding remarks Councillor M Hussain was thanked for all his hard work and for his attendance at over 123 events this year in support of many causes and celebrations, and he hoped that he and his wife could now enjoy a well-earned rest.

The seconder Councillor L Wood echoed the comments that were made by Councillor D Barnes, and also expressed his gratitude for all the work the outgoing Chairman had undertaken as part of his "celebrating the volunteers of the town" theme during his chairmanship.

In responding Councillor M Hussain conveyed his heartfelt thanks to the Leader, Cabinet and ward members and staff for their co-operation and courtesy during his term of office, and to the excellent team of officers for their help and advice during the last 12 months. He also thanked his wife and consort for accompanying him to many of the events. In addition Councillor Hussain expressed his gratitude to the incoming Chairman for her assistance and wished her the very best for the year ahead. He concluded by stating that it had been an honour and a privilege to have served as Chairman.

The Chairman of the Council thereupon presented to Councillor M Hussain JP a past Chairman's badge and to Mrs Hussain a bouquet.

102 APPOINTMENT OF VICE-CHAIRMAN

Councillor P Turner rose to propose that Councillor A R Green be appointed as Vice-Chairman of the Council for the municipal year 2017/18. He stated that Councillor Green was a long standing well respected and hard working Member who had served as a Councillor since 1999 including some time in Lambeth. Additionally, he had also previously undertaken the role of Cabinet Member and was currently Chairman of the High Wycombe Town Committee and also served as the Wycombe representative on the Wycombe Heritage Arts Trust.

The proposal was seconded by Councillor Miss K Wood (Leader of the Council) who fully concurred with the proposer's comments. She stated that Councillor Green was indeed a very experienced Member fully deserving of this role, one of the few he had not yet undertaken during his many years of service at Wycombe. She stated that he would provide an excellent support to the Chairman during the forthcoming year, and was delighted to be seconding his appointment as Vice-Chairman.

RESOLVED: That Councillor A R Green be appointed as Vice-Chairman of the Council for the municipal year 2017/18.

Councillor A R Green thereupon accepted office, made the necessary declaration and was presented with the Vice- Chairman`s badge of office.

103 APOLOGIES

Apologies for absence were received from Honorary Aldermen: E H Collins, M Oram and Mrs K M Peatey. Councillors: M Asif, Ms A Baughan, M Hanif, T Lee, S Saddique and C Whitehead.

104 DECLARATIONS OF INTEREST

There were no declarations of interest.

105 CHAIRMAN'S ANNOUNCEMENTS

The Chairman extended a warm welcome to Mr Dave Anderson (Interim Corporate Director and Mr Stuart McGregor (Interim Head of Finance). Members were also informed that Steve Richardson, current Head of Finance would leave the Council later in the week. Members joined the Chairman in thanking him for all his hard work over many years and in wishing him well in his future role at Milton Keynes Council.

106 GROUP LEADERS

The Council received formal notification that the Leaders and Deputy Leaders of the political groups for 2017/18 would be as follows:

Group	Leader	Deputy Leader
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Conservative	Cllr Ms K Wood	Cllr D H G Barnes
Labour	Cllr R Raja	Cllr K Ahmed
East Wycombe Independent Party	Cllr M E Knight	Cllr Ms J D Wassall

107 REPORT OF THE EXECUTIVE LEADER

The Executive Leader rose to present her report but prior to this took the opportunity to congratulate the incoming Chairman on her election and then outlined some of the achievements over the last year. She stated that she was honoured to be entering the third year of her leadership, and was proud to have been able to lead such an innovative efficient and successful Council.

The Leader announced that the Council had made great strides forward in the areas of Youth and Housing. Since taking office, the Youth Council had been reintroduced and the facilitation of Youth Services Forum meetings had enabled a more joined up service within the District. Closer links had been established with Bucks New University to assist in giving young people a stronger voice.

In the area of housing the Council had been involved in consultations on the provision of affordable housing and the pursuit of other initiatives which would be detailed in the near future.

The Leader also provided some information on the initiatives which had been introduced to help regenerate the town thereby creating jobs and boosting business. The most recent one referred to was having brought in “The Works” to the old part of town a highly successful eatery. This along with the Red Squirrel Brewery shop emporium, Reflections, Yes please Golf and Enterprise HQ as new businesses to the town had all grown from the Council’s regeneration projects. All these developments had helped to ensure that the level of Council tax charged was able to be frozen for 5 out of the last 6 years, placing the authority as one of the lowest charged rates in England.

In concluding, the Leader reinforced her commitment to helping local charities and organisations and gave mention to the launch of a new local community lottery (Wycombe lotto). This together with the annual increase in the amount of ward budget allocated would she hoped go some way towards providing the necessary support to local charities. She also thanked her outgoing colleagues for their outstanding contribution and hard work which had placed Wycombe in a strong position over the last 2 years. She stated that she looked forward to continuing this work and in expanding the horizons.

The matters set out in agenda items 9 (i) to (vii) below were then submitted to the Council in order to comply with the Council’s approved Leader and Cabinet Executive political management model and the Council’s approved constitution.

- (i) (a) It was noted that the Executive Leader had appointed Councillor D H G Barnes as Deputy Executive Leader for the purpose of carrying out the Leader’s statutory functions (including e.g. appointing and removing Cabinet Members and Deputy Executive Leader, delegating executive

functions to Cabinet, to Cabinet Members or to officers, agreeing or objecting to senior appointments and dismissals);

- (b) It was noted that the Leader had appointed Councillor D H G Barnes as Deputy Leader for the purpose of carrying out the remaining (Portfolio) functions of the Leader as set out in the terms of reference and responsibilities of Cabinet Members in the event that the Leader is unable to act through absence, illness, legal disability or conflict of interest, or the circumstances are so urgent that it is appropriate for a Deputy Leader to take a decision in order to protect the interests of the authority or its area.
- (c) It was noted that the Leader of the Council had made the following appointments in respect of Cabinet positions and post holders.

(ii) Cabinet positions and post holders

NAME	ADDRESS	WARD REPRESENTED	PORTFOLIO
Councillor Ms K S Wood	37 New Road Penn High Wycombe HP10 8DL	Tylers Green & Loudwater	Executive Leader of the Council
Councillor D H G Barnes	18 Juniper Road, Marlow Bottom, Bucks, SL7 3NX	Greater Marlow	Deputy Leader & Cabinet Member for Strategy & Communicati ons
Councillor G Peart	8 Abbotswood Speen, Princes Risborough HP27 OSR	Lacey Green, Speen and the Hampdens	Community
Councillor S Broadbent	Michaelmas Cottage Bryant`s Bottom Road Great Missenden HP16 OJS	Greater Hughenden	Economic Development & Regeneration

Councillor Mrs J Adey	Hatherley Princes Road Bourne End SL8 5HZ	The Wooburns	Environment
Councillor D M Watson	17 Wendover Road, Bourne End, Bucks, SL8 5NS	Flackwell Heath & Little Marlow	Finance & Resources
Councillor Mrs J D Langley	18 Rush Burn, Wooburn Green, Bucks, HP10 0BT	The Wooburns	Housing
Councillor L M Wood	37 New Road Penn High Wycombe HP10 8DL	Tylers Green and Loudwater	HR, ICT & Customer Services
Councillor D A Johncock	32 Highfield Road, Flackwell Heath, Bucks, HP10 9AN	Flackwell Heath & Little Marlow	Planning
Councillor D J Carroll	10 Hoppers Way, Great Kingshill, Bucks, HP15 6EY	Greater Hughenden	Youth and External Partnerships

(iii) Cabinet terms of reference and responsibilities of individual portfolio holders

These were to be as set out in Part 2 of the Constitution.

(iv) Cabinet Committee terms of reference

It was noted that any proposal to set up a Cabinet Committee would be the subject of a report to Cabinet.

(v) Schemes of Delegation of Executive Functions for Officers

It was noted that in accordance with her powers under the Local Government Act 2000, the Leader had approved that the Chief Executive would have power to take to herself the exercise of any Executive powers exercisable by each of these roles as permitted by law and if she thought fit to sub-delegate the

exercise of any of those powers to another officer for such a period as she considered necessary. The Head of Democratic, Legal & Policy would make the necessary amendments to the Constitution.

(vi) Joint Arrangements

There were three schemes for joint arrangements with one or more other local authorities. These were in respect of the Chilterns Crematorium Joint Committee and the Chiltern, South Bucks and Wycombe Joint Waste Collection Committee. Details of the arrangements for all these bodies could be found in Part 2 of the Constitution.

Representation would be:

Chilterns Crematorium Joint Committee

Councillor D H G Barnes

Councillor G Peart

Chiltern, South Bucks and Wycombe Joint Waste Collection Committee

Councillor Mrs J Adey

Councillor G Hall

Councillor Z Ahmed (Standing Deputy).

(vii) Appointments to Outside Organisations

The organisations to which the Cabinet made appointments were as set out below. The Council was asked to note the following appointments for the periods set out.

Local Authority Appointments (until May 2018)

1. Local Government Association

General Assembly (1)	Ms K Wood
Standing Deputy (1)	D A C Shakespeare OBE
2. Wycombe Partnership (1)

Standing Deputy (1)	D Barnes
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3. South East England Councils (1)

Standing Deputy (1)	D Shakespeare OBE
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4. Red Kite Board (2)

	I McEnnis
	P Turner
5. South East Employers (2)

	A Hussain
	G Peart
Standing Deputies (2)	D Knights
	S Broadbent

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| 6. Thames Valley Police & Crime Panel (1) | Mrs J A Adey |
| 7. Wycombe Rent Deposit Guarantee Scheme (1) | P R Turner |

Other Local Authority Appointments until May 2018

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| 1. BCC Public Health Overview and Select Committee (1) | A R Green |
| 2. Health and Wellbeing Board (1) | Ms K Wood |
| 3. Healthy Communities Partnership (1) | G Peart |

Appointments until July 2019

- | | |
|------------------------------------|------------------------------|
| 1. High Heavens Disposal Committee | Mrs J Adey, G Hall, M Harris |
| 2. Padstones Board of Trustees | D Carroll |
| 3. Wycombe Housing Forum | Mrs S Adoh, Mrs J Langley |
| 4. Wycombe Area Youth Council | D Carroll |

viii) Deputy Cabinet Members

The following were appointed to assist the relevant Cabinet Member:

Strategy & Communications

Councillor Z Ahmed

Finance and Resources

Councillor S Saddique

Economic Development & Regeneration

Councillor M Harris

Community

Councillor S K Raja

HR, ICT and Customer Services

Councillor D Knights

Planning

Councillor A Turner

Housing

Councillor Mrs S Adoh

Environment

Councillor G Hall

Youth & External Partnerships

Vacant

108 COMMITTEE APPOINTMENTS

Committees of the Council were appointed annually under Section 102 of the Local Government 1972.

In accordance with Sections 15 to 17 of the Local Government and Housing Act 1989, it was the duty of the Council (save in relation to certain Committees where different arrangements were approved by the Council) to make appointments to Committees which reflected the representation of different political groups on the Council and in accordance with the wishes of those political groups.

RESOLVED: That (i) the following Committees be appointed with the memberships as set out below in accordance with political balance requirements as notified by Group Leaders. The Terms of Reference were as set out in parts 1 and 2 of the Constitution:

(ii) the appointments be made for the forthcoming year

(iii) the positions of the Chairman and Vice-Chairman be as set out.

(i) Improvement and Review Commission

(Up to 18 Members Total)	Chairman:		Cllr R Gaffney
	Vice Chairman:		Cllr A Collingwood
Conservative – Up to 15 Members	Members	1	Cllr M Appleyard
		2	Cllr Miss S Brown
		3	Cllr H Bull
		4	Cllr Mrs L Clarke OBE
		5	Cllr A Collingwood
		6	Cllr C Etholen
		7	Cllr R Gaffney
		8	Cllr A Hill
		9	Cllr A Hussain
		10	Cllr W J Mallen
		11	Cllr R Newman
		12	Cllr Mrs C Oliver
		13	Cllr J Savage

		14	Cllr C Whitehead
		15	Cllr R Wilson
Conservative	Standing Deputies	1	Cllr M Davy
		2	Cllr Mahboob Hussain JP
		3	Cllr Maz Hussain
		4	Cllr Mrs A Jones
		5	Cllr N Marshall
		6	Cllr H McCarthy
Labour	Member	1	Cllr K Ahmed
2 Members		2	Cllr R Raja
Labour	Standing Deputies	1	Cllr M Hanif
		2	Cllr M Hashmi
EWIP	Member	1	Cllr M Knight
EWIP	Standing Deputy	1	Cllr Ms A Baughan

(ii) Standards Committee

(Up to 8 Members Total)	Chairman:		Cllr C Etholen
	Vice Chairman:		Cllr M Clarke
Conservative – Up to 7 Members	Members	1	Cllr D Carroll
		2	Cllr M Clarke
		3	Cllr C Etholen
		4	Cllr A Green
		5	Cllr R Newman
		6	S Saddique
		7	Cllr J Savage
Conservative	Standing Deputies	1	Cllr A Collingwood
		2	Cllr H McCarthy
		3	Cllr R Scott
Labour	Member	1	Cllr K Ahmed
Labour	Standing Deputy	1	Cllr R Raja

(iii) Planning Committee

(Up to 16 Members Total)	Chairman:		Cllr P Turner
	Vice Chairman:		Cllr A Turner
Conservative – Up to 13 Members	Members	1	Cllr Mrs J Adey
		2	Cllr C Harriss

		3	Cllr A Hill
		4	Cllr D Johncock
		5	Cllr T Lee
		6	Cllr N Marshall
		7	Cllr McCarthy
		8	Cllr Ms C Oliver
		9	Cllr S K Raja
		10	Cllr N Teesdale
		11	Cllr A Turner
		12	Cllr P Turner
		13	Cllr C Whitehead
Conservative	Standing Deputies	1	Cllr H Bull
		2	Cllr D Carroll
		3	Cllr A Hussain
		4	Cllr Maz Hussain
		5	Cllr Mrs W Mallen
		6	Cllr L Wood
Labour	Member	1	Cllr M Asif
		2	Cllr S Graham
2 Members			
Labour	Standing Deputy	1	Cllr M Hanif
		2	Cllr M Hashmi
2 Members			
EWIP	Member	1	Cllr Ms A Baughan
EWIP	Standing Deputy	1	Cllr M Knight

(iv) Regulatory and Appeals Committee

(Up to 12 Members Total)	Chairman:		Cllr J Savage
	Vice Chairman:		Cllr L Clarke (OBE)
Conservative – Up to 10 Members	Members	1	Cllr Mrs L Clarke OBE
		2	Cllr M Clarke
		3	Cllr A Collingwood
		4	Cllr C Etholen
		5	Cllr R Gaffney
		6	Cllr Mahboob Hussain JP
		7	Cllr D Knights
		8	Cllr I McEnnis
		9	Cllr J Savage
		10	Cllr D Shakespeare

Conservative	Standing Deputies	1	Cllr Z Ahmed
		2	Cllr A Green
		3	Cllr Mrs A Jones
Labour	Member	1	Cllr R Raja
1 Member			
Labour	Standing Deputy	1	Cllr K Ahmed
EWIP	Member	1	Cllr Mrs J Wassell
EWIP	Standing Deputy	1	Vacancy

(v) Audit Committee

(Up to 8 Members Total)	Chairman:		Cllr M Appleyard
	Vice Chairman:		Cllr R Scott
Conservative – Up to 7 Members	Members	1	Cllr M Appleyard
		2	Cllr G Hall
		3	Cllr T Lee
		4	Cllr Mrs C Oliver
		5	Cllr R Scott
		6	Cllr N Teesdale
		7	Cllr R Wilson
Conservative	Standing Deputies	1	Cllr D Shakespeare
		2	Cllr P Turner
		3	Cllr C Whitehead
Labour	Member	1	Cllr M Hanif
1 Member			
Labour	Standing Deputy	1	Cllr K Ahmed
External co-optee		1	Vacancy

(vi) Licensing Committee

(Up to 15 Members Total)	Chairman:		Cllr A Hill
	Vice Chairman:		Cllr I McEnnis
Conservative – Up to 12 Members	Members	1	Cllr M Clarke
		2	Cllr M Davy
		3	Cllr A Green
		4	Cllr C Harriss
		5	Cllr A Hill

		6	Cllr Maz Hussain
		7	Cllr D Knights
		8	Cllr N Marshall
		9	Cllr I McEnnis
		10	Cllr S Saddique
		11	Cllr R Scott
		12	Cllr A Turner
Conservative	Standing Deputies	1	Cllr Z Ahmed
		2	Cllr M Harris
		3	M Hussain JP
Labour 2 Members	Member	1	Cllr S Graham
		2	Cllr M Hashmi
Labour	Standing Deputies	1	Cllr M Hanif
		2	Cllr R Raja
EWIP	Member	1	Cllr Ms A Baughan
EWIP	Standing Deputy	1	Cllr M Knight

(vii) High Wycombe Town Committee

(23 Members in total representing the High Wycombe Town wards)	Chairman:		Cllr A Green
	Vice Chairman:		Cllr S Raja
	Members	1	Cllr K Ahmed
		2	Cllr Z Ahmed
		3	Cllr M Asif
		4	Cllr Ms A Baughan
		5	Cllr H Bull
		6	Cllr Mrs L Clarke OBE
		7	Cllr M Clarke
		8	Cllr M Davy
		9	Cllr R Farmer
		10	Cllr S Graham
		11	Cllr A Green
		12	Cllr M Hanif
		13	Cllr M Hashmi
14	Cllr A Hill		
15	Cllr A Hussain		

	16	Cllr Mahboob Hussain JP
	17	Cllr Maz Hussain
	18	Cllr M Knight
	19	Cllr B Pearce
	20	Cllr R Raja
	21	Cllr S Raja
	22	Cllr N Teesdale
	23	Cllr Ms J Wassell

(viii) Personnel and Development Committee

(Up to 8 Members Total)	Chairman:		Cllr M Harris
	Vice Chairman:		Cllr Mrs W Mallen
Conservative – Up to 7 Members	Members	1	Cllr Mrs S Adoh
		2	Cllr G Hall
		3	Cllr M Harris
		4	Cllr Mrs W Mallen
		5	Cllr S Raja
		6	Cllr S Saddique
		7	Cllr Mrs J Teesdale
Conservative	Standing Deputies	1	Cllr M Appleyard
		2	Cllr P Turner
		3	Cllr C Whitehead
Labour 1 Member	Member	1	Cllr M Hanif
Labour	Standing Deputy	1	Cllr M Hashmi

(ix) Joint Staff Committee

(Up to 5 Members Total)	Chairman:		Cllr M Harris
	Vice Chairman:		Staff Side Appointment
Conservative – Up to 4 Members	Members	1	Cllr S Adoh
		2	M Appleyard
		3	Cllr M Harris
		4	Cllr Mrs W Mallen
Conservative	Standing Deputies	1	Cllr S Saddique
		2	Cllr Mrs J Teesdale

Labour 1 Member		1	Cllr M Hashmi
Labour	Standing Deputy	1	Cllr S Graham

(x) Disciplinary Committee

5 Members to be drawn from the list of Members set out (subject to two or more political groups always being represented and to the inclusion of at least one Cabinet Member)	1	Chairman or past Chairman of the Council
	2	A member of the Cabinet
	3	A Leader or Deputy Leader of an opposition party
	4	The Chairman of a Council Committee
	5	The Vice Chairman of a Council Committee
	6	A member of the Personnel and Development Committee
	7	Another Back Bench Member

(xi) JNC Staffing Matters Committee

5 Members to be drawn from the list of Members set out (subject to two or more political groups always being represented and to the inclusion of at least one Cabinet Member)	1	Chairman or past Chairman of the Council	Cllr Mrs L Clarke OBE Cllr R Raja
	2	A member of the Cabinet	
	3	A Leader or Deputy Leader of an opposition party	Cllr J Savage (Vice Chairman)
	4	The Chairman of a Council Committee	Cllr Ms K Wood (Chairman) Cllr R Wilson
	5	The Vice Chairman of a Council Committee	Standing Deputies
	6	A member of the Personnel and	Cllr K Ahmed

	Development Committee	Cllr S Raja
7	Another back bench member	Cllr A Hussain

109 SCHEME OF DELEGATION OF NON-EXECUTIVE FUNCTIONS FOR OFFICERS

It was noted that the role of Corporate Director and Chief Finance Officer was occupied by interims for the time being. Council was recommended and approved that the Chief Executive would have power to take to herself the exercise of any non-Executive powers exercisable by each of these roles as were permitted by law, or to sub-delegate the exercise of any of those powers to another officer for such period as she felt necessary. The Head of Democratic Legal and Policy would make the necessary amendments to the Constitution.

110 REFRESHMENTS

Members, guests and officers were invited to join the Chairman and Honorary Aldermen for refreshments at the close of the meeting.

Chairman

The following officers were in attendance at the meeting:

Ian Hunt - Democratic Services Manager
Karen Satterford - Chief Executive
Dave Anderson - Interim Corporate Director
Iram Malik - Senior Democratic Services Officer

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