



EFCL Board Meeting

September 12, 2024 at 6:00 pm MST,
Jerry Forbes Centre and via Zoom

In Attendance:

Jenn Parsonage, (Millwoods Ellerslie District), President / Chair (IP)
Giselle General, (Jasper Place District), Vice President Internal (IP)
Anita Lunden, (Southeast District), Past Treasurer (Z)
Joshua Wolchansky, (Central District) (IP)
Morgan Wolf, (118 Avenue District) (Z)
Stephanie Neufeld, (Scona District) (Z)
Steven Gaudet, (Northeast District), Treasurer (IP)

Regrets:

Jon Morgan, (Southwest Henday District), Vice President External
Kemoh Mansaray, (Northwest District)

Guests / EFCL Staff:

Jonathan Lawrence, Community Planning Advisor (IP)
Shelley Kwong, City of Edmonton (Z)
Colin Johnston, Deputy Executive Director (IP)
Pieter de Vos (Z)
Laura Cunningham-Shpeley, Executive Director (IP)
Sandra Johnston, Board Development Advisor (IP)

Minutes

Marjorie Stefanyk



1.0 Land Acknowledgement

J. Parsonage brought the meeting to order at 6:00 pm. G. General delivered the acknowledgement followed by introducing the Filipino term, “kapitbahay” meaning “a home right next to you” or “neighbour”. This was an extension of her introduction at a previous board meeting of the term “kapwa”, meaning fellowmen, that relates to the EFCL values of building community with people we share physical spaces with.

2.0 Welcome and Introductions

J. Parsonage welcomed everyone. She introduced Jonathan Lawrence, Community Planning Advisor, who had just returned after a year of attending the University of Amsterdam, graduating with a Masters Degree in Urban Political Ecology. He thanked A. Lunden and J. Morgan for their contributions to his dissertation. L. C-Shpeley asked if he would be comfortable sharing information on his dissertation. He said it was based on cities having a huge role in green transition in climate, justice in reconciliation, and what is causing failed advancement in these areas. This has resulted in municipalist movements in neighbourhood agencies to achieve goals. He agreed to share the dissertation with Board members when asked. He then left the meeting.

3.0 Review of Agenda

J. Parsonage left the meeting and G. General assumed the Chair and asked for confirmation of quorum. This was established, and she preceded by inquiring if there were any changes or additions to be made to the agenda. There were none.

Motion 2024-09-12-01: Be it resolved that the agenda be approved as written.

J. Wolchansky / S. Neufeld

Carried

4.0 Consent Agenda

4.1 Minutes June 13 Board Meeting, June 5, 2024 AGM

4.2 Letters:

- 1) AGLC from EFCL re: Camrose casino relocation
- 2) Joint letter with EVCO to AGLC re: Camrose casino
- 3) August 1 - Letter to Council re: Proposed changes to the Council Procedure Bylaw
- 4) August 19 - Letter re: Build in contravention of Proposed District Policy

4.3 Associate Members (Friends and Neighbours Program) No new members





G. General asked if there were any changes or additions to be made to the consent agenda. There were none. J. Wolchansky inquired how much profit had been made by the Friends and Neighbours campaign. C. Johnson confirmed the amount of \$4,500.00

Motion 2024-09-12-02: Be it resolved that the consent agenda be approved as written.

J. Wolchansky / S. Neufeld

Carried

5.0 News From the City

(Shelley Kwong)

- **Fire Station Open House:** Jasper Place Station 4 on September 7 and Terwillegar Station 24 on September 21.
- **Reuse Centre Book Swap:** Normally binders are not accepted but an exception is being made to accommodate school supply needs.
- **Reuse Centre Invitation to Community League Board Members:** Board members are encouraged to schedule a tour and information session to learn more about the Centre's operations and programs.
- **Connect With Your Neighbours and take climate action together:** Neighbouring for Climate provides tips to adapt your neighbourhood for a changing climate and supporting neighbours to come together. Contact information was provided. A tool kit consisting of climate action cards providing suggestions and tips for reducing greenhouse gas emissions and adapting our neighbourhoods to a changing climate. Information is available on the City website.
- **World Wide Clean Up Day is coming on September 20th.:** Edmontonians are invited to take part in an independent city-wide litter pickup.
- **Edmonton Police Commission Recruitment:** Applications can be made online and the deadline is September 22, 2024.
- **Change Homes for Climate: Solar Rebate Program for Multi-Unit Residential Buildings:** Information is available at <https://homes.changeforclimate.ca/solar-rebate-program/>

S. Kwong addressed concerns expressed at the June board meeting about loss of social workers in Community Leagues. She said deployment was still in progress with the goal of September 30th for completion. This will involve creating various positions that support social planning and also community safety.

J. Parsonage returned to the meeting and resumed the chair.

G. General wondered whether central Community Leagues could be identified as transit friendly, noting that bus service was generally acceptable but that LRT access was not as closely accessible. A. Lunden said a distance of 3-4 blocks was generally the distance in her area.

G. General inquired about a video she had seen of a woman who had recently moved to Edmonton and was able to successfully find accommodation, and wondered whether this was part of a campaign to showcase advantages to living in Edmonton. S. Kwong said she would make enquiries. J. Parsonage added that this could be a great opportunity to highlight Community Leagues.



6.0 Follow up from Strategic Planning Session

(L. C-Shpeley, P. de Vos)

L. C-Shpeley thanked the attendees for all they contributed to the session. P. de Vos prepared a one page synopsis which he shared with EFCL staff and board members. He asked for feedback on whether it was conceptually right and showed the essence of what was discussed. His intent is to create an expanded and more detailed report. Feedback included comments about EFCL's role in community planning as an advocate for Leagues, conversation about desired and measurable results and the include reference to green sustainability.

P. de Vos will work on providing a more detailed and expanded draft document to present to the Board for approval at the October meeting before it is shared with EFCL staff. The Board was encouraged to provide pictures to include in the document.

7.0 Board Education

(S. Johnston)

What is the Code of Ethics and how is it used?

S. Johnston reviewed with the board the role of the EFCL in the Code of Ethics, who and what the current Code covers and the need for amendments. Next steps include the Executive Committee, deciding on how to get meaningful League involvement perhaps through a focus group or presentation at the 2024 Regular General Meeting. The aim would be to have a new code passed at the June 2025 Annual General Meeting.

G. General pointed out that District meetings could provide a good opportunity for discussion leading up to the presentation at the Regular General Meeting. S. Neufeld suggested creating an ethics course that could be available online for League members, board members and staff.

8.0 Finance Committee

(S. Gaudet, L. C-Shpeley)

8.1 Q2 Financial Report:

L. C-Shpeley gave a brief summary of the Q2 financial situation. Avison Young still has to be paid due to delays which will move costs to Q3. The higher trending in Q2 is mainly due to the fact that sponsorship dollars were received early in the year. There is a need for more sponsorship support at this point.

S. Gaudet went over the Financial Report.

Revenue

- Below budget in grants due to not hearing back from CIP application for \$75,000, and delay in project with Avison Young.
- On track for Operations revenue for the year. Online membership increased slightly for Q1 and Q2 (\$5 handling fee).
- Slightly below in other revenue due to 50/50 starting in Q3. This area requires attention in Q3 and Q4.
- Total income is a bit behind in Q2.
- Cost of goods purchased for sale was higher than anticipated due to the high cost of skate tags.





- Office expenses are high due to spending more on courier and office supplies than intended. This will be reduced in Q3 and 4.
- Computer and website expenses were higher.
- On track for spending for General expenses.

Governance

- Funds remain available for District meetings for Q3 and 4.
- On track for the year.

Infrastructure

- Due to delays in receiving reports from Avison Young, there will be higher expenses in Q3 and 4.

Professional fees

- On track but anticipate higher legal fees in Q3 and 4 due to Code of Ethics investigations.

Programs and Evaluation

- On track for spending for the year.

Salary

- On track for spending for the year.

Total Expenses

- On track for the year.

Interest revenue

- Much higher in Q1 and Q2 than anticipated but anticipate this will go down later this year.

The net income is higher than budget by about \$15,000 and trending toward a higher surplus than anticipated.

8.2 Draft Budget Review

Income

- Use remaining funds from casino grant
- Green Leagues program is intended to decrease as COE wants EFCL to apply for other grant funding for this work.
- Apply for two grants of \$20,000 each.
- Reduction in amount taken in for infrastructure program as there will not be as many assessments to complete this year. This will allow for additional funds to be put back in the CLIP grant for Leagues to access.

Revenue

- Increase in online sales (\$5 fee)



- Increase to associate members
- Increased rates on Equipment Rental Program with anticipation of higher revenue next year
- Need for additional sponsorship dollars which is in line with the Board's interest in diversifying revenue

Cost of goods sold

- Increase in this category due to movie licensing expense

Expenses

- New space in JFC better accommodates staff but is more costly
- Increase in Governance costs to cover costs of in-person meetings
- Increase is anticipated in legal fees with 2 likely investigations and regular EFCL business
- Purchasing merchandise for pilot sale project of branded merchandise and allocating funds to support Leagues that are in crisis
- Salary expenses will remain similar to last year

Total net income shows a surplus of \$36,347.

8.3 2024 Giving Table to Meet Fundraising Goals

The Committee presented a giving table to the Board for consideration. In order to meet the fundraising goals, an additional \$45,000 needs to be raised. The Board discussed possibilities and proposed several ideas to raise funds.

- Crowdfunding: L. C-Shpeley proposed applying to the province for a \$5,000 matching grant. She suggested beginning the campaign in November and December and launching the project in January 2025. J. Wolchansky suggested January was not a good choice as most people are short of funds following Christmas and recommended launching earlier or in February 2025.
- S. Neufeld inquired whether Leagues had donated casino funds to EFCL. L. C-Shpeley said no but the idea could definitely be pitched to Leagues.
- S. Neufeld suggested that the \$5 fee for online sales should be clarified to Leagues as to where it is used and that it is not an administrative fee.
- The Board was encouraged to think about other means of fundraising and to review the draft budget and identify any gaps to S. Gaudet prior to the end of September.

Following discussion several motions were made.

Motion 2024-09-12-03: Be it resolved that the EFCL Board approve the Q2 Financial Statements as presented.

S. Gaudet / G. General

Carried

Motion 2024-09-12-04: Be it resolved that the EFCL more vigorously pursue sponsorship and donation revenue and that the Board take an active role in securing prospects.



9.0 Service Packages

9.1 CLIP increase of \$475k

The EFCL is considered a board of the City Council which allows the organization to go directly to the City to propose funding changes. L. C-Shpeley provided the Board with a link to the folder documents submitted to the City in 2022, the last time EFCL submitted a request for a budget adjustment. This did result in an increase to the Operating Grant and to some reallocation of funds for EFCL to be able to begin the facility assessments in 2023. A total of 39 Leagues were assessed and the results indicate that in order to bring halls up to safety and fire code, an injection of \$33,000,000 into CLIP is needed by 2027. On August 23, 2024 EFCL submitted a request for an increase to the CLIP Grant for Leagues in the amount of \$475k. This would provide a starting point for the assessed Leagues to begin their upgrades. The ideal progression of funding would be \$10 million in 2025, \$11 million in 2026, and \$12 million in 2027, bringing the total to \$33 million in CLIP. This would not have to be ongoing funding. L. C-Shpeley did articulate in the request what EFCL actually needs. However, given the current financial situation of the City, it is unlikely the \$10 million for 2025 will be considered.

9.2 CLOG Increase of \$266k, and \$425k in 2026

EFCL is proposing an increase in the funding that strives to achieve 50% of the average operating expenses of all Leagues. In order to do this, an increase in the grant to \$4,409M is needed. Currently the grant sits at \$2.8M, so EFCL proposes slight increases over the next four years: \$266k in 2025 (up to 3.06 M), \$425k in 2026 (up to 3.491M). In the next four year cycle, EFCL would ask for \$447k in 2027, and \$471k in 2028.

Combining the CLIP and CLOG asks would total \$741k for 2025 for Community Leagues directly.

L. C-Shpeley did flag the asks to the Mayor's office and a couple of councillors.

9.3 Talking Points for Board Members

Supporting arguments for the requests for the Board in conversations with City Councillors in the fall were suggested and strategy was discussed.

- 1) Neither of these funds have seen financial increases in the 15 years that they have existed.
- 2) During that time our population has grown significantly and our amenities have continued to age
- 3) With our new Facility Assessments that were done in 2023, Leagues have current and updated information about the upgrades and repairs needed for their facilities
- 4) CLIP funding request of \$475,000, is intended to just support the Leagues that received Assessments in 2023 and to support the Life Safety and Code upgrades that were requested.
 - a) What's a Life Safety upgrade?- Push bars on doors, exit signs, fire doors between rooms, for a few examples.



b) What are examples of code upgrades? Firewalls around furnace rooms, fire suppression system upgrades in kitchens, accessible washroom stalls, ramps into halls

- 5) CLOG Funding Request of \$266,000 is intended to begin to bring our operating grant to a place where it can cover an average of 50% of the operating costs of Leagues. This grant has not seen a funding increase in over 15 years. In that time, we have brought on an additional 10 Community Leagues and 400,000 people

Motion 2024-09-12-06: Be it resolved that the EFCL Board approves the application for additional funding to City Council in the amounts of \$266k in 2025, \$425k in 2026 for CLOG and \$475k in 2025 for CLIP.

G. General / J. Wolchansky

Carried

Following the vote, G. General voiced a concern about her District that has two councillors with differing views. It was suggested that she urge her Leagues to encourage the councillors to look more closely at the service package to recognize needs.

Next steps for EFCL and the Board are to speak to City councillors about League needs, and speak with Leagues in their Districts about the package and that EFCL is requesting funding for Leagues for both operations and amenities.

10.0 Board Development and Nominating Committee

10.1 Code of Conduct for Board Members

The Committee presented a revised Code of Conduct for Board members to replace the current Code which was outdated. The new Code is specific to Board members. The Board had previously approved a Code for volunteers, and a Code for employees is also in place. L. C-Shpeley went over the new Code with the Board which would be signed individually by members following the passing of the motion to accept.

Motion 2024-09-12-07: Be it resolved that the draft EFCL Board Code of Conduct is approved.

J. Wolchansky / G. General

Carried

10.2 Appointments

The Community Planning and Sustainability Working Group recommended the appointment of David Despina, (Spruce Avenue Community League), Aaron Budnick, (Jasper Park Community League), and Chelsey Whitty, (Crestwood Community League) to the Community Planning and Sustainability Working Group. Staff noted that Chelsey is a Registered Professional Planner with a Master's Degree in Planning in Urban Design and that this is a qualification the Working Group currently does not contain and would be beneficial.



Motion 2024-09-12-08: Be it resolved that David Despins, Aaron Budnick, and Chelsey Whitty are appointed to the CPSWG until June 30, 2025.

S. Gaudet /A. Lunden

Carried

One League Board member volunteered to be on the Insurance Working Group. Jesse Hilts is from Lauderdale Community League and works in the insurance industry in an unrelated position. She has checked with her employer to ensure there are no conflicts of interest and is interested in supporting the work to create a RFP.

Motion 2024-09-12-09: Be it resolved that Jesse Hilts is appointed to the Insurance Working Group.

J. Wolchansky / S. Neufeld

Carried

11.0 Human Resources Committee

The Human Resources Committee has identified a work plan for the Committee for the year which was shared with the Board. This work plan outlines the times when the Committee will meet and the agenda items they will need to review. This includes compensation for staff in order to inform the 2025 Budget as well as being tasked with doing the ED Evaluation that will also be provided for the Budget for 2025. They are proposing a 2 hour meeting at the end of September. This Committee is only required to meet twice a year or as needed.

Motion 2024-09-12-10: Be it resolved that the EFCL Board approve the 2024/2025 work plan for the HR Committee.

S. Gaudet /J. Wolchansky

Carried

Strategic Plan:

The Committee will look at budget implications and get started on the executive directory. L. C-Shpeley added that a lot of work is happening in September because it does impact the budget. S. Gaudet wondered how the new District model could be supported with the staff and have all functions met. What leadership levels are wanted: vertical versus horizontal?

12.0 Reports

12.1 President's Report

J. Parsonage shared the results of the survey on her performance with the EFCL Board and staff.

12.2 Executive Director's Report

- **New initiatives:** Bike Month partnership with United Cycle big event on Friday, July 5th.; supporting YMCA to partner with Leagues for CL Day activations
- **Meeting with External Stakeholders:** June 18 meeting with Dunluce residents at the





request of Dunluce CL regarding Neighbourhood renewal; June 20 site visit of Hawrelak Park; June 26 SIS Report 1-3 years (State of Immigration and Settlement Report) hosted by Multicultural Health brokers and key partners; June 27 Afya Equity Hub: From Policy to Practice, a policy symposium on ACB (African, Caribbean and Black health Equity); June 27 Community Town Hall meeting with Dunluce residents, Cllr Rutherford and 2 Neighbourhood Renewal staff from COE; July 2 C2U Expo conference with MacEwan University supported by many community stakeholders - first meeting; July 8 met with Community Connects to finalize ticket approach for Slo Pitch Game on August 25th; July 15 met with French Quarter BIA (Business Improvement Area) ED to identify opportunities to collaborate with Leagues in the area; July 19 met with Homeward Trust to discuss opportunities for collaboration including Point in Time count this fall; Aug 19 met with Liz John-West, former EFCL Board member for 118 Avenue District, and current ED for CEASE; Sept. 5 attended ELIP (Edmonton Local Immigration Partnership) Strategic Planning event.

- **Meetings with COE:** Regular meetings with Mayor's office; regular meetings with Neighbourhood Services - rotating leadership in absence of a Director - hoping for a replacement in October; July 4 EFCL and Joint Use Agreement met with COE staff who coordinate this meeting and it was agreed EFCL should come back to the meetings as an observer in the fall; July 16 met with Lisa Drury regarding the Priority Growth Area Rezoning Project; August 13 met with Kaydi Lehman about the Assisted Snow Program and how Leagues can be involved this winter.
- **Presentations External:** Presented to all the managers of the EPL Branches with Jennie - takeaways - they are happy to help promote Community League Day, membership and events that Leagues have. Opportunities for further collaboration to be discussed in a meeting in early October.; August 30 invited to attend the Mayor's/MP Boissoneault's announcement of the Infill Infrastructure Program.
- **Engagement with Internal Stakeholders:** Dunluce CL resident engagement on Neighbourhood Renewal; Dovercourt and other Central District Leagues came together for a conversation about the new Hope Mission shelter in the area - very productive approach.
- **Staffing:** Jonathan Lawrence returned from his one year education leave on August 13th. Brian Lardner's last day with EFCL was on Wednesday August 14th; EFCL staff moved to a new office space within Jerry Forbes Centre. This new space allows for better space for staff with increased privacy with a few new offices. In return we have reduced our square footage in the warehouse area and now have 2 cages instead of 3.
- **Media:** September 12 Taproot interview on CL Day and the state of Leagues.

13.0 District Updates

Northeast: Lost president of Hairsine. Need to assemble to Clareview Area Council. It no longer meets. Invited District via email to provide dates of next meeting and AGMs to try to get a presence where feasible. Asked for ideas to get the District together to fill the two meet requirements. Concerns include safety re specific things like traffic and infrastructure, protection of property, use of public spaces; resistance to cards and tags; wondering about restrictions on LED signs for League signs. Question: if a League doesn't want to participate in any EFCL activities, how can we make sure they are meeting code?

West-Jasper: District meeting in late August at Elmwood was a hybrid meeting and it went well.



Elmwood did a hall tour afterwards resulting in a robust conversation about maintaining the hall and amenities.

Lots of summer events and programs (eg. green shack, gardens, potlucks, etc) and preparing for Community League Day

Giselle presented the first draft of the shared program and events calendar that will be shared and filled by all 18 leagues, so they can plan activities, prevent overlap and find options to collaborate. Edits in progress.

Concerns are, as always, finding enough volunteers to help with programs and events.

Dealing with problematic tenants (whether with ongoing agreements or one-time users) can be stressful for volunteers who are also acting as hall coordinators. More discussions are coming up about the benefits of having a paid hall rental coordinator.

How to help board volunteers not be demoralized when “a few bad people” make their volunteering with their CL difficult and unpleasant (burnout prevention/ compassion fatigue).

Ranging from members of the public that may be simply inconsiderate (ex. Not picking up poo at the off-leash dog park, littering at the spray park), to ongoing problematic behaviour (ex. Porta potty constantly tipped over, theft and vandalism of community garden, volunteers or residents who constantly complain, are harsh with feedback but not helping).

Central: District held a special meeting re Hope Mission. Jonathan and Steve attended.

Concerns that Dovercourt may not proceed with CL Day. Issues include insurance application for off-site events (bus trips, community gardens, etc).

Central: Attended special meeting regarding Hope Mission in Dovercourt; Dovercourt may not proceed with CL Day.

Concerns include insurance applications for offsite events (bus tours, community gardens, etc.).

Scona: The Scona District Community Council has all the documents signed for new society status. We are planning on having a joint SDCC and District President/Board member meet and greet in November to discuss general league challenges and issues across areas of events; Hall Management-Space Rental; Communication; Civic and Sustainability; and Governance.

Belgravia, Park Allen, Windsor Park, Garneau, Queen Alex and Strathcona are active members of SDCC and the rest of the leagues do not have capacity and want to focus on events. For the active leagues in civics it's largely because rapid development and PGAs are happening in their areas. These leagues are working actively on PGAs and how they might be affected and still commenting on District Plans.

Leagues are feeling that each group of leagues in an area tend to be going through the same challenges (geographically in cases) but that these are not taken seriously because not ALL leagues are challenged with these issues. It may be that EFCL may need to focus on different areas at different times but dismissing issues that are important to some leagues will lead to alienation. The example given was that leagues in developing areas may be focused on getting halls in and starting a league and have more EFCL support versus established leagues who have safety issues.

Establishing District based policy? Could the EFCL facilitate sharing of halls, events, etc among leagues in a District? Just an idea to consider.



Southeast: Many summer events, outdoor concerts, Strathern Art Walk, markets. Concerns include impact of Supportive Housing complex and it's outreach programs on use of adjacent Capilano Skateboard Park. District meeting with concerned parties on September 19th. Challenges to fill Board and volunteer positions. Meeting of Leagues with older halls for October. Review assessments, costs to address and opportunities for collaboration. Questions to consider: Do we all need to have a hall? Optional cost savings to rent vacant space in the community? Collaboration with local churches with extra space

Millwoods/Ellerslie: Millwoods PC meeting September 5th. Onboarding new board members: two Leagues have new boards from the latest AGM, using EFCL education but still learning the ropes. Camrose Casino outcome still up in the air. Hall repairs. Ridgewood is closing down for a couple months to repair water damage from leaking windows. Usual trend of lack of volunteers.

13.1 How can EFCL support District conversations?

Following are some ideas and suggestions that were put forward.

- Use FaceBook and Instagram to keep in touch with Leagues and their events and to build relationships and interact; respond and make comments.
- Check websites for weekly updates on what is happening in Leagues.
- Communicate the fact that events are not solely restricted to the League hosting them - members from other Leagues are welcome to attend.
- Make volunteers aware that EFCL staff is there to help and support them when they are feeling overwhelmed, unappreciated and burned out, or need guidance.
- Stress to Leagues the importance of attending meetings and making a difference, becoming aware of what's happening in their neighbourhoods and in the City in general, and taking part in decision making.
- Have an EFCL presence at district meetings.

14.0 AGM/RGM Dates

14.01 2025 and tentative 2026

The beginning of June and end of November worked well this year and gave plenty of time to prepare the budget and the audit. The RGM will continue to be held virtually and the AGM in person as this allows to offer both types of meetings without the cost of a hybrid meeting. EFCL executives are elected at the board meeting following the AGM, so the AGM should be before the board meeting.

Motion 2024-09-12-11: Be it resolved that the 2025 AGM will be held June 3, 2025 in person and that the 2025 RGM will be held on November 26, 2025 virtually.

G. General / J. Wolchansky

Carried

The decision on the selection of the tentative dates for 2026 on June 6, 2026 for the AGM and





November 24, 2026 for the RGM was tabled.

15.0 RGM

15.1 Initial discussion on draft agenda

The draft agenda was presented to the Board who were encouraged to provide any suggestions they may have to L. C-Shpeley. She reminded the Board if anyone planned on not running for another term to supply the names of two possible replacements. Also elections can be held at District meetings so it would be beneficial to hold any elections prior to the RGM.

16.0 In Camera - External Complaints Update

17.0 Termination

The meeting terminated at 8:48 pm MST.



ame of Meeting

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