

LEADERSHIP PANEL.

Minutes of meeting in County Buildings, Wellington Square, Ayr
on 26 November 2019 at 10.00 a.m.

Present: Councillors Douglas Campbell (Chair), Ian Cochrane, Julie Dettbarn, William Grant; Peter Henderson, Brian McGinley and Philip Saxton.

Attending: E. Howat, Chief Executive; D. Hutchison, Depute Chief Executive and Director - People; D. Gillies, Director – Place; T. Eltringham, Director of Health and Social Care; C. Caves, Head of Regulatory Services; T. Baulk, Head of Finance and ICT; M. Alexander, Service Lead – Housing Services; C. Monaghan, Service Lead – Community Services and Facilities; W. Carlaw, Service Lead – Democratic Governance; K. Dalrymple, Service Lead – Neighbourhood Services; K. Anderson, Service Lead – Corporate and Housing Policy; C. Boyd, Service Lead – Risk and Safety; D. Yuille, Service Lead - Special Property Projects; S. McCall, Service Lead - ICT Enterprise Architecture; T. Burns, Service Lead - Asset Management and Community Asset Transfer; N. Gemmell, Service Lead – Revenues and Benefits; S. Mulholland, Quality Improvement Manager; F. McDougall, Quality Improvement Manager; A. Valenti, Quality Improvement Manager; S. Baird, Team Leader (Community Asset Transfer); L. Jarvie, Sustainable Development Policy Officer; C. Macfarlane, Attainment Advisor; E. Rodger, Programme Quantity Surveyor Co-ordinator; and A. Gibson, Committee Services Officer.

Also

Attending: P. Davey, I. Gall, D. Gemmell, E. Kennedy and E. Terras (for items 7 to 10 only).

Apology: T. Robinson.

1. Opening Remarks.

The Panel welcomed Eve Kennedy to her first meeting of this Panel.

2. Declarations of Interest.

There were no declarations of interest by Members of the Panel in terms of Council Standing Order No. 17 and the Councillors' Code of Conduct.

3. Minutes of previous meeting.

The minutes of 29 October 2019 ([issued](#)) were submitted and approved.

4. **Decision Log.**

Having noted the position with regard to a number of entries in the Log, the Panel

Decided:

- (1) to approve
 - (a) the list of [overdue actions](#); and
 - (b) the actions listed with [revised due dates](#); and
- (2) to note the [recently completed actions](#).

5. **Variation in Order of Business.**

The Panel agreed to vary the order of business as hereinafter minuted.

Resources and Performance.

6. **Community Asset Transfer - Muirhead Activity Centre and Car Park, Troon – Outcome of Review.**

There was submitted a report ([issued](#)) of 19 November 2019 by the Director – Place advising of the outcome of the review undertaken regarding the community asset transfer request of Muirhead Activity Centre ('the Centre') and car park to Dundonald Gymnastics Club (DGC) in terms of the Community Empowerment (Scotland) Act 2015. ('the Act').

Having heard Councillor Dowey, Chair of the Audit and Governance Panel in relation to their consideration of the matter; having noted the process for Community Asset Transfer requests; and having noted the concerns of Members, the Panel

Decided:

- (1) to note the decision of the Audit and Governance Panel;
- (2) to refer the application for determination to the next meeting of South Ayrshire Council, scheduled to take place on 18 December 2019; and
- (3) to note that a Decision Notice would be issued by 21 January 2020, which was within the six month period as prescribed in section 86(7)(b)(i) of the Act beginning with the date on which the application for review under section 86(2) of the Act was made, or such longer period as may be agreed between the Council and DGC.

Children and Young People.

7. Update on Pupil Equity Fund and Scottish Attainment Challenge.

There was submitted a report ([issued](#)) of 11 November 2019 by the Depute Chief Executive and Director – People requesting the Panel to confirm they were content with the current approach to the use of Pupil Equity Fund and Attainment Challenge Scotland funding and to inform Panel of the progress made by schools during 2018-19 in improving equity in educational outcomes.

Following questions and having noted that this funding would help close the attainment gap; that's its expansion to Early Years Learning was a decision for the Scottish Government; and that positive outcomes were achieved from the Fund, the Panel

Decided:

- (1) to agree that they were content with the current approach taken to the use of Pupil Equity Fund and Attainment Challenge Scotland funding;
- (2) to note the progress made in achieving equity in educational outcomes; and
- (3) to agree that future reports would include all 11 measures included in the National Improvement Framework.

8. Educational Services Standards and Quality Report 2018/19.

There was submitted a report ([issued](#)) of 18 November 2019 by the Depute Chief Executive and Director – People seeking approval for the Educational Services Standards and Quality Report, which covered academic session 2018/19.

The Panel

Decided:

- (1) to note the positive progress being made by Educational Services;
- (2) to approve the Standards and Quality Report 2018- 2019, as detailed in Appendix 1 of the report; and
- (3) to agree the publication of the report in line with the Education (Scotland) Act 2016.

9. Expansion of Early Learning and Childcare.

There was submitted a report ([issued](#)) of 19 November 2019 by the Depute Chief Executive and Director – People seeking agreement on the future commissioning rate for funded providers and the proposed admissions priorities for delivery of 1,140 hours of early learning and childcare from August 2020.

The Panel

Decided:

- (1) to approve the increase in the hourly rate for funded providers to £5.31 per hour from August 2020;
- (2) to agree the payment of an equal sum to Council and Funded Providers for the provision of the cost of a meal from August 2020;
- (3) to note that the additional cost of (1) and (2) above could be met from the additional expansion funding provided by the Scottish Government; and
- (4) to approve the new admissions priorities for all children applying for early learning and childcare for August 2020.

10. South West Educational Improvement Collaborative Regional Improvement Plan 2019/20.

There was submitted a report ([issued](#)) of 18 November 2019 by the Depute Chief Executive and Director – People seeking approval to publish the South West Educational Improvement Collaborative (SWEIC) Regional Improvement Plan 2019/20 which was submitted as draft to Education Scotland on 2 September 2019.

Following questions from Members in relation to the benefits to having the Plan and having noted that funding for the posts in this respect had now been approved, the Panel

Decided: to approve the SWEIC Regional Improvement Plan 2019/20, as detailed in Appendix 1 of the report.

Environment.

11. Annual Climate Change Duty Reporting 2018-19.

There was submitted a report ([issued](#)) of 18 November 2019 by the Director – Place requesting approval of the South Ayrshire Council Annual Climate Change Duty Report 2018-19.

The Panel

Decided:

- (1) to approve the South Ayrshire Council Annual Climate Change Duty Report 2018-19 as detailed in Appendix 1 of the report and agree that the report be made publically available via submission to the Sustainable Scotland Network (SSN);
- (2) to support the continuing work of the Sustainable Development and Climate Change Member Officer Working Group to:-
 - (a) implement the Councils Sustainable Development and Climate Change Strategy; and
 - (b) develop new corporate targets in advance of next year's annual reporting; and
- (3) to request the Chief Executive to develop corporate targets for the various services in conjunction with the Sustainable Development and Climate Change Member Officer Working Group for consideration by the Budget Working Group.

12. Scottish Government Consultation Response – “The Role of Public Bodies in Tackling Climate Change”.

There was submitted a report ([issued](#)) of 18 November 2019 by the Director – Place seeking approval for the Council's response to the Scottish Government consultation on “The Role of Public Bodies in Tackling Climate Change”.

The Panel

Decided:

- (1) to approve that the response, as detailed in Appendix 1 of the report, be submitted on behalf of the Council; and
- (2) to support the continuing work of the Sustainable Scotland Network to accelerate public sector action on climate change and sustainability, to best enable Scotland to transform into a successful, zero carbon economy and society.

Corporate.

13. Strategic Risk Management.

There was submitted a report ([issued](#)) of 18 November 2019 by the Head of Regulatory Services providing an update on the reviewed Strategic Risk Register – October 2019, in line with agreed reporting framework.

Having considered the reviewed Strategic Risk Register updated by Chief Officers and having noted the introduction of a new ICT system being implemented in Health and Social Care, the Panel

Decided: to note the ten key risks and endorse the work currently being undertaken or proposed by risk owners to mitigate these risks.

Housing and Community Wellbeing.

14. Strategic Housing Investment Plan (SHIP) 2020/21 to 2024/25.

There was submitted a report ([issued](#)) of 18 November 2019 by the Depute Chief Executive and Director – People seeking approval for the content of the draft Strategic Housing Investment Plan (SHIP) for submission to the Scottish Government.

The Panel

Decided:

- (1) to agree the Strategic Housing Investment Plan (SHIP), as detailed in Appendix 1 of the report, for onward submission to the Scottish Government;
- (2) to approve the Council-owned sites planned for development, as detailed in Appendix 2 of the report; and
- (3) to delegate authority for the Depute Chief Executive and Director – People to amend and finalise this document based on feedback received from the Scottish Government.

15. Affordable Housing – Proposals for New Developments.

There was submitted a report ([issued](#)) of 19 November 2019 by the Director – Place seeking approval to submit a New Project Request (NPR) to South West Hub (SWHub) to assist in the procurement and delivery of affordable housing projects for the Council at Mainholm Road and Riverside Place, Ayr.

Having noted the commitment of officers to relocate community groups in the short term that used the John Pollock Centre, the Panel

Decided:

- (1) to approve the proposal to submit a New Project Request to SWHub for the procurement and delivery of affordable housing at Mainholm Road, Ayr (Phases 1 and 2);
- (2) to approve the proposal to submit a New Project Request to SWHub for the procurement and delivery of housing at Riverside Place, Ayr; and
- (3) to request the Director – Place to submit a further report to the Leadership Panel seeking approval in advance of financial close for both projects.

16. Multi-Storey Flats, Riverside Place, Ayr – Proposals for Prioritising and Implementing Rehousing for Existing Tenants.

There was submitted a report ([issued](#)) of 19 November 2019 by the Director – Place outlining a proposal for prioritising and implementing rehousing for existing tenants of the multi-storey flats at Riverside Place, Ayr, following the Council’s decision to demolish the existing blocks and redevelop the site.

The Panel

Decided:

- (1) to agree to award a ‘priority status’ for rehousing to all existing tenants at Riverside Place, Ayr which would give applicants priority over existing applicants registered on the waiting list, with the exception of other priority status groups which included applicants with an assessed urgent and essential need to be housed;
- (2) to note that the priority status awarded to Riverside Place tenants would use the following guiding principles:-
 - (a) that the ‘priority date’ was based on the date of the tenants tenancy commencing at Riverside Place, Ayr, and if a tenant has had more than one tenancy in Riverside Place, and this has been continuous, the date of the earliest tenancy would be used to award the priority;
 - (b) that, should a property become available which had characteristics suitable for a particular client group, i.e. a property designed or adapted for use by a wheelchair user, then priority would be given to tenants who required this type of accommodation; and that if more than one suitable tenant was identified, the tenant with the earliest date of tenancy would receive the offer;
 - (c) that the Council would operate maximum flexibility in considering tenants from Riverside Place for any properties that may arise, using a ‘vacancy led approach’;

- (d) to agree to ring fence future Council new build properties which were to be available for general letting and consider existing tenants from Riverside Place for these properties in the first instance and that, following approval of the priority system, Officers should engage further with those tenants who had indicated an interest in properties in planned or proposed new build developments, and were well placed in the priority list, to provide early assurance that a move to new build property could be achieved; and
 - (e) that following approval of the priority system, Officers should engage further with those tenants who had restricted their housing options, to discuss the prospect of rehousing and explore any additional options or choices;
- (3) to agree to provide a written assurance to those tenants who had expressed a wish to return to new build properties on the Riverside Place site, that their request would be considered at the time the properties were available for let and that, if demand exceeded supply, priority would be given to tenants based on the date of their original tenancy at Riverside Place;
 - (4) to agree to extend the contracts of the two temporary Housing Officers (Grade – Level 7) until 30 September 2022, funded from the HRA uncommitted reserves;
 - (5) to agree to make the Statutory Home Loss Payment of £1,500 to each household and to make financial provision to support tenants with the set-up of their new home through the provision of floorcoverings, blinds/curtains, provide removal and packing service, and to cover reasonable expenses incurred by tenants as a consequence of their move, to be funded from the HRA uncommitted reserves; and
 - (6) to agree that deductions in respect of any outstanding housing or tenancy related debts such as current and former rent arrears, rechargeable repairs and court expenses should be made from the Statutory Home Loss Payment prior to payment to each household.

C

17. Social Letting Service.

There was submitted a report ([issued](#)) of 19 November 2019 by the Depute Chief Executive and Director – People seeking approval for the creation of a Social Letting Service (SLS) in South Ayrshire.

Following discussion regarding the proposals, including start-up costs and who was responsible for repairs, the Panel

Decided:

- (1) to note that the consideration to create a Social Letting Service (SLS) was one of the aims contained within the Rapid Rehousing Transition Plan 2019-2024 agreed by the Leadership Panel in February 2019;
- (2) to recommend to the Council, as required by Standing Order 16.1 of the Council's Scheme of Delegation, that the Council exercise the power of wellbeing provided within Part 3 of the Local Government in Scotland Act 2003 to enable the creation and management of an SLS operated by the Council, including the necessary staffing resource;
- (3) to agree that funding of £215,000 be utilised to pay for the start-up costs and operational delivery of the SLS for four years; and
- (4) to agree that a report reviewing the service be carried out after year two to consider the continuing feasibility and mainstreaming of the service after year four and to present a report thereafter to the Leadership Panel.

Economy and Culture.**18. Draft Gaelic Language Plan 2019-2024.**

There was submitted a report ([issued](#)) of 18 November 2019 seeking approval for the draft Gaelic Language Plan (GLP) 2019-2024 which set out how the Council would promote and use the Gaelic language over the next five years and builds on the work in this area that commenced in 2014.

The Panel

Decided:

- (1) to approve the draft Gaelic Language Plan, as detailed in Appendix 1 of the report, for onward submission to Bòrd na Gàidhlig;
- (2) to delegate authority to the Depute Chief Executive and Director – People to amend and finalise this document based on feedback received from the Bòrd; and
- (3) to agree that all staff would now be required to use bilingual job titles and e-mail signatures.

Resources and Performance.

19. Community Asset Transfer Request for the Purchase of the Former Public Convenience, Main Street, Colmonell.

There was submitted a report ([issued](#)) of 18 November 2019 by the Director – Place advising of the proposed Community Asset Transfer of ownership of the property known as the former public convenience, Main Street, Colmonell KA26 0RY to Colmonell Community Association SCIO SC049177 (CCA).

The Panel having noted that Scottish Government Guidance advised that a transfer value of £1 (One Pound) was to be the exception rather than the rule

Decided:

- (1) to approve the asset transfer of ownership of the former public convenience under Part 5 of the Community Empowerment (Scotland) Act 2015 to Colmonell Community Association SCIO SC049177 for the sum of £1 (One Pound) Sterling and subject to the conditions detailed in 4.12 of the report; and
- (2) to request the Head of Regulatory Services to conclude the sale in accordance with the recommendations of the report.

20. General Services Capital Programme 2019/20: Monitoring Report as at 30 September 2019.

There was submitted a report ([issued](#)) of 18 November 2019 by the Director – Place advising of the actual capital expenditure and income, together with progress made on the General Services capital programme projects as at 30 September 2019 (Period 6) and to agree the changes to budgets in 2019/20 and future years.

The Panel

Decided:

- (1) to note the progress made on the delivery of the General Services Capital Programme to 30 September 2019, resulting in spend of £17,325,826 or 29.07%, as detailed in Appendix 1 of the report;
- (2) to approve the adjustments contained in Appendix 2 of the report; and
- (3) to approve the revised budget for 2019/20 at £55,148,614, 2020/21 at £75,859,902 and 2021/22 at £61,946,634, as highlighted in Appendix 2 of the report.

21. Housing Capital Programme 2019/20: Monitoring report as at 30 September 2019.

There was submitted a report ([issued](#)) of 18 November 2019 by the Director – Place advising of the actual capital expenditure and income, together with progress made on the Housing capital programme projects as at 30 September 2019 (Period 6) and to agree the changes to budgets in 2019/20 and future years.

The Panel

Decided:

- (1) to note the progress made on the delivery of the Housing Capital Programme to 30 September 2019, resulting in spend of £10,678,565 or 35.50%, as detailed in Appendix 1 of the report;
- (2) to approve the adjustments contained in Appendix 2 of the report; and
- (3) to approve the revised budget for 2019/20 at £26,286,654, 2020/21 at £29,967,541 and note the 2021/22 remained at £12,526,890, as highlighted in Appendix 2 of the report.

22. Adjournment of Meeting.

The time being 12.15 p.m., the Panel agreed to adjourn for ten minutes.

23. Resumption of Meeting.

The Panel resumed at 12.25 p.m.

24. Performance Review of Common Good Funds.

There was submitted a report ([issued](#)) of 18 November 2019 by the Director – Place providing an update on the performance of Common Good Funds administered by the Council.

The Panel

Decided:

- (1) to note the governance and asset management arrangements under which all Common Good Funds operate;
- (2) to request a further annual update to Leadership Panel in 2020; and
- (3) to require officers to consider and agree a process to ensure that Members are kept informed of any issues in relation to Common Good.

C

25. Updated Policy for the Acquisition and Disposal of Land and Buildings.

There was submitted a report ([issued](#)) of 18 November 2019 by the Director – Place seeking approval of updates to the Policy for the Acquisition and Disposal of Land and Buildings.

The Panel

Decided:

to approve the updated Policy for the Acquisition and Disposal of Land and Buildings, as detailed in Appendix 1 of the report, subject to amendment to paragraph 3.1.5 of the Policy to state:-

“In order to streamline this process (often referred to as Council House buy-backs as often the properties have previously been owned by the Council and sold under ‘Right to Buy’) the **Director – Place** will have delegated authority to purchase individual residential properties to be used as Council houses for rent on behalf of Housing Services up to the value of **£150,000 and the acquisition of land either in Council ownership or on the open market of up to £250,000 with agreement from the Portfolio Holder or in their absence, the Leader or Depute Leader of the Council** each subject to available funds.”

26. ICT Support and Maintenance Contracts.

There was submitted a report ([issued](#)) of 18 November 2019 by the Head of Finance and ICT requesting the Panel to review and agree the ongoing contractual obligations in respect of the support and maintenance of key ICT systems for the 2020/21 financial year.

A general discussion took place between Members of the Panel and officers regarding recent ICT activity and developments. Members of the Panel highlighted the lack of visibility of the good work that had been undertaken and asked officers to consider how this could be better communicated to both Members and the workforce in general.

Following discussion, the Panel

Decided: to agree

- (1) that in accordance with paragraph 22.1 of the Standing Orders relating to Contracts, to approve the annual renewal of the support and maintenance contracts for 2020/21 which were necessary to access support, maintenance and in some instances, system upgrades of ICT systems, as detailed in Appendix 1 of the report; and
- (2) that officers consider an appropriate communication method to keep Members and the general workforce better informed of ICT activity and developments.

27. Budget Management – Revenue Budgetary Control 2019/20 – Position at 30 September 2019.

There was submitted a report ([issued](#)) of 18 November 2019 by the Head of Finance and ICT presenting a financial overview of the General Services revenue account, Housing Revenue Account and Common Good accounts for 2019/20 as at 30 September 2019.

The Panel

Decided:

- (1) to note the revised Directorate budgets following the budget movements, as outlined the report;
- (2) to approve the budget transfers, as outlined in the Directorate financial performance reports, as detailed in Appendix 1 of the report and summarised in the report;
- (3) to approve the new earmarking of resources to be carried forward to 2020/21, as summarised in the report; and
- (4) to otherwise note the projected General Fund in year underspend of £2.667m. after earmarking.

C

28. Customer Invoicing Write-offs – Irrecoverable Debt.

There was submitted a report ([issued](#)) of 18 November 2019 by the Head of Finance and ICT seeking the approval of a write-off policy in relation to irrecoverable Customer Invoicing debt, as detailed in Appendix 1 of the report.

The Panel

Decided: to approve the write-off policy in relation to irrecoverable Customer Invoicing debt.

29. ICT Acceptable Use Policy.

There was submitted a report ([issued](#)) of 18 November 2019 by the Head of Finance and ICT seeking approval of revisions to the Council's Acceptable Use Policy governing the appropriate and effective use of ICT services and facilities.

The Panel

Decided:

- (1) to continue consideration of this paper;
- (2) to request that officers ensure that consultation has taken place with the various Trade Unions on the terms of the Policy;
- (3) to agree that officers meet with each of the political groups to outline how this Policy would affect Members and address any associated concerns with its terms; and
- (4) to agree that, thereafter, the Policy be considered at the next meeting of South Ayrshire Council, scheduled to take place on 18 December 2019.

30. Exclusion of press and public.

The Panel resolved, in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, that the press and public be excluded during consideration of the remaining items of business on the grounds that they involved the likely disclosure of exempt information in terms of paragraphs 1, 4 and 9 of Part 1 of Schedule 7A of the Act.

31. Democratic Support – Savings Proposal and Wider Service Review.

There was submitted a report (Members only) of 22 November 2019 seeking approval for a proposed change within the Committee Services staffing structure in order to realise a saving and for officers to undertake and complete a Service Review within Democratic Support in 2020.

The Panel

Decided:

- (1) to approve the deletion of a 0.6 FTE post of Clerical Assistant, Level 3, within Committee Services which was currently vacant; and
- (2) to approve the commencement and completion of a Service Review within Democratic Support by 30 June 2020.

Economy and Culture.

32. Tourism, Events and Culture Structure.

There was submitted a report (Members only) of 22 November 2019

- (1) providing an update on the ongoing review of tourism, events and culture; and
- (2) seeking approval for changes to the staffing structure.

The Panel

Decided: to continue consideration of the report to a meeting of this Panel at the start of 2020, to allow further information to be sought.

33. The Scottish International Airshow.

There was submitted a report (Members only) of 22 November 2019 by the Depute Chief Executive and Director – People inviting the Panel to consider issues referred from the Partnerships Panel following scrutiny of performance at the Scottish International Airshow (TSIA) in respect of the 2018 Airshow.

Having considered the matters highlighted in the report to Partnerships Panel of 20 November 2019 and the response provide by TSIA, the Panel

Decided:

- (1) to request the Service Lead – Community Services and Facilities to write to the organisers requiring them, within 7 days of receipt of the letter, to provide evidence demonstrating their full compliance with the Minute of Agreement;
- (2) to request the Service Lead – Community Services and Facilities to write to the organisers requesting copies of audited accounts of TSIA for the last three financial years; and
- (3) to agree that a further report be submitted to South Ayrshire Council at its meeting scheduled to take place on 18 December 2019.

Housing and Community Wellbeing.

34. Development of Land at Ladyland Road, Maybole.

There was submitted a report (Members only) of 15 November 2019 by the Director-Place seeking approval to proceed with the development of affordable housing at Ladyland Road, Maybole and to approve the proposed funding package for the development.

The Panel

Decided:

- (1) to agree to the development of the vacant site at Ladyland Road, Maybole for the development of fourteen new affordable homes;
- (2) to approve the proposed funding package for the project;
- (3) to grant authority to award the contract to Company A to carry out the works, utilising the Scottish Procurement Alliance's framework for Housing Construction and delegate authority for the Director – Place to sign the contract documentation; and
- (4) to agree to appoint a Temporary Consultant Clerk of Works to oversee the construction phase of the project.

35. Development of Site at Fort Street/Citadel Place, Ayr.

There was submitted a report (Members only) of 18 November 2019 by the Director – Place providing an update on the tender exercise carried out for the proposed development of a Site at Fort Street/Citadel Place, Ayr and seeking approval for the revised funding package and to progress with the development.

The Panel

Decided:

- (1) to note the background to the project;
- (2) to note the outcome of the competitive tender exercise carried out to appoint a developer for the project and agree to appoint the bidder with the most economically advantageous bid (Company A) to carry out the works;
- (3) to approve the revised funding package for this project, as detailed in the report, including the use of commuted sums; and
- (4) to agree to appoint a Temporary Consultant Clerk of Works to oversee the construction phase.

36. Consideration of Disclosure of the above Confidential Reports.

Decided:

- (1) to authorise the disclosure under Standing Order 32.4 of the following report:-
 - Democratic Support – Savings Proposal and Wider Service Review;
- (2) not to authorise the disclosure under Standing Order 32.4 of the whole or part of the following report:-
 - Tourism, Events and Culture Structure;
- (3) to authorise the disclosure of part of the undernoted report falling under Standing Order 32.4 and that this report be redacted following consultation with the Head of Regulatory Services and relevant officers:-
 - The Scottish International Airshow; and
- (4) to authorise the disclosure under Standing Order 32.4 of the following reports and that following conclusion of the transactions, the excluded information be made public:-
 - Development of Land at Ladyland Road, Maybole; and
 - Development of Site at Fort Street/Citadel Place, Ayr.

The meeting ended at 1.35 p.m.