



## MINUTE OF BOARD OF MANAGEMENT MEETING

Thursday 9<sup>th</sup> May 2013 at 10.30am in the Argyll Hotel, Inveraray

### Present: -

Bill McIntyre (Chair)  
 Norman Beaton (Secretary)  
 Michael Brown (Chair FAC)  
 Archie Blair  
 Councillor Rory Colville  
 Stafford Day  
 Lorraine Anne Drysdale  
 Alex Johnstone  
 Gillian Logan  
 Margaret MacGregor  
 Councillor Iain Angus MacDonald  
 Sandra MacKenzie  
 Councillor Bruce Marshall  
 John Muir  
 Catherine Winton

### Not in Attendance

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Alastair MacGregor, Chief Executive  
 Linda Haig, Director of Investment & Regeneration  
 Colette Benham, Director of Human Resources & Corporate Services  
 Nick Pollard, Director of Finance & IT  
 Yvonne Litster, Regional Manager  
 Gayle Stead, Governance & Compliance Manager  
 Lorna Kerr, PA to Chief Executive

		Action
1.	<b>Apologies</b> Jim Milne, Marri Malloy, Councillor Richard Trail, Councillor Roddy McCuish	

	<p>A one minute silence was observed at the start of the meeting to remember George Farquhar, Vice Chair of the Board of Management, who passed away on the 3<sup>rd</sup> May 2013.</p> <p>The Chief Executive then spoke with regard to the respect George had commanded from Board and staff colleagues and stated he had been contacted by a number of them expressing condolences. The Chief Executive articulated further on George's work for ACHA in a number of roles. He had been Vice Chair of ACHA, Chair of AHFA, Chair of the Oban, Lorn &amp; Isles Area Committee, sat on the Finance and Audit Committee and been the Board's representative on the Health &amp; Safety Committee. The Chief Executive noted that George had regularly attended the RIHAF and SFHA Conferences and had been at the RIHAF Conference in 2012 although he was very ill at that time. The Chief Executive also told the Board about a recent visit he had made to the new build project at Dalmally with George and he considered that the development when complete will be a testimony to his commitment to the provision of affordable housing. He finished by saying that George had been a good and brave man and would be missed by all of us.</p> <p>John Muir suggested that the development, when completed, could be named after George. The Chief Executive advised the Board would consider that matter at an appropriate time.</p>	
2.	<p><b>Minute of Previous Meeting – 11<sup>th</sup> April 2013</b></p> <p>The Board of Management <b>APPROVED</b> the minute as an accurate record subject to the following amendments;</p> <p>Page 10 – Item 10.b – Archie Blair pointed out that the last paragraph on the page implies that mid market rents are less than affordable rents, which is not the case. The Director of Investment and Regeneration confirmed that the Dalmally mid market rents will be £6,000 per annum and will be more than affordable rents. The Minute will be corrected to advise that the mid market charge can be up to 85% of the local housing allowance and will be £6,000 per annum.</p> <p>Page 11 – Item 11 – the minute to be amended to read “ Page 17 – The sensitivity means that will <b>reduce</b> from £59.5million to £58million.... “</p>	<p><b>Lorna</b></p> <p><b>Lorna</b></p>

	Proposed by Sandra MacKenzie Seconded by Margaret MacGregor	
3.	<b>Matters Arising</b> There were no matters arising.	
4.	<b>Minute of Finance &amp; Audit Committee – 14<sup>th</sup> March 2013</b> The Board of Management <b>RATIFIED</b> the minute of the Finance & Audit Committee subject to the following amendments;  Page 2 – Item 3 – “via” to be amended to “ <b>vire</b> ”. Page 2 – Item 4 to be amended to read “In terms of next 12 months Nick Pollard stated that he sees no reason why we would not continue to be a Going <b>Concern</b> ”. Page 3 – Item 5 – third paragraph - £5,000 000 to be changed to <b>£500,000</b> .	<b>Gayle</b> <b>Gayle</b>  <b>Gayle</b>
5.	<b>Conflict of Interest to Declare</b> None	
6.	<b>Correspondence</b> None	
7.	<b>Chief Executive’s Presentation</b> The Chief Executive gave a presentation covering the: <ul style="list-style-type: none"> <li>• Bedroom Tax</li> <li>• New Build Housing</li> <li>• Investment Programme</li> <li>• Ongoing Issues</li> <li>• Wider Issues</li> </ul> A copy of the presentation was distributed to all members in attendance.  Catherine Winton asked if the reasons for bedroom tax cases not paying rent due were known. Yvonne Litster advised that Housing and Neighbourhood Services staff were carrying out interviews to establish the reality but it was likely due to a variety of different factors.  Margaret MacGregor commented she believed that many people do	

	<p>not know what they have to pay as the letter from the Council shows the deduction at the bottom of letter. The Chief Executive said that he believed there were some teething issues with information from the Council but our staff are working with affected people to help with any confusion.</p> <p>John Muir commented there may be problems as benefit payments are made monthly on different dates and this may affect when tenants are able to pay. Yvonne Litster stated that she believed that housing benefit was paid at the same time every month but she would check on this. However, she agreed that if there was a gap between payments going to tenants this could be a factor. Yvonne Litster confirmed that Housing and Neighbourhood Services staff will be identifying the reasons why people are not paying.</p> <p>Councillor Bruce Marshall asked if a local firm had been successful in securing the contract for the development at Glenshellach, Oban where 60 tradesmen would be working. The Chief Executive responded that M &amp; K MacLeod have the contract and it would be mostly their own employees working on the contract however they do also sub-contract to local firms.</p> <p>The Chair of the Finance and Audit Committee agreed that it makes sense for pension funds to invest in social housing and wondered if there is anything the Association can do to provide information to them. The Chief Executive suggested that, if the Board were minded to, it may be appropriate to write to the Scottish Government advising that the Association welcomes this, pointing out that this has been looked at before and highlighting that a representative from the movement should be involved in the task force.</p>	Yvonne
7.1	<p><b>HOME Argyll</b></p> <p>The Chief Executive informed that the Home Argyll review is ongoing and report will come to the Board in July.</p> <p>The Chief Executive spoke on an impasse, which has arisen. He informed that the Association had made a proposal to the Home Argyll partners in March 2013 to make 100% of offers to the Transfer list. The reason for the proposal was to give flexibility to assist tenants affected by the bedroom tax to downsize if they wished. There had been some sympathy from the partners at that time but the members had rejected the proposal at their meeting in</p>	

	<p>April. Yvonne Litster had articulated to the Home Argyll partners that it was ACHA's view that we had to do this to help our tenants and there would be consequential offers from these lets. The Home Argyll partners also rejected a compromise proposal for each partner to develop their own quota system and ACHA to do this alone.</p> <p>The Chief Executive then informed the Board that the Senior Management Team had considered the matter and were recommending the Association comes out of Home Argyll if flexibility on this issue is not allowed.</p> <p>He further informed that he had received emails from the partners since making clear the Association would consider withdrawal, indicating they would like to discuss the matter again. The Chief Executive advised that he has given an indication to the partners that he would amend the recommendation to the Board if they were now serious about discussing provisions to help tenants affected by the Bedroom Tax.</p> <p>The Chief Executive also advised that the Council had submitted a counter proposal to the Home Argyll Steering Group to assess tenants who wished to move and award 200 points to tenants where it is not reasonable for them to remain in their home but this would be subject to a means test.</p> <p>The Chief Executive also stated that we believe the greatest tool we have is to be able to allocate small homes, and he emphasized that the Association would still be able to meet the Council's homeless obligations through the consequential lets.</p> <p>Yvonne Litster added that we believe 100% of lets to transfer cases, in the first instance, would allow the turnover of stock needed. She also highlighted the need to have the flexibility to assist with downsizing and requests to move to larger homes as well.</p> <p>Yvonne Litster commented that it is against legislation to means test tenants or applicants for re-housing, which is in essence what the Council's report proposes. She also commented that this would not free up properties in any case. Yvonne informed that, last year, ACHA had a turnover of 440 properties and if the Association could proceed with its proposal the turnover of properties could potentially</p>	
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be 880.

Lorraine-Anne Drysdale asked how long the Association would leave Home Argyll for. The Chief Executive responded that the Board would make the decision to leave Home Argyll and the Board would decide if we were to rejoin.

The Chief Executive summarised that the recommendation had arisen because the other Home Argyll partners will not allow ACHA the flexibility to meet the needs of our tenants and our business. He added that it is about flexibility and priorities. However, since the rejection of our proposals, there have been emails received conveying sympathy and understanding from the other partners.

Lorraine-Anne Drysdale commented that if the other partners saw our proposal working then they may wish to do it too.

Archie Blair asked if this could be done legally as he had been aware of legislation when looking at the allocations policy for AHFA homes. Yvonne Litster confirmed it has been considered and all applicants have to be treated the same whether they are affected by bedroom tax or not.

Councillor Rory Colville referred to Page 6, paragraph 4.6 of the report and asked about the enquiry to the Consultants. Yvonne Litster responded that the proposal put forward by Argyll and Bute Council involved treating applicants differently, and also involved means testing which contravenes legislation.

Yvonne also advised that there are over 500 people on the Transfer list and, in terms of visit to tenants directly affected by bedroom tax, 74 tenants have requested a transfer and another 31 admitted they were on the Transfer list previously. Yvonne informed that tenants are not asked about the reason they want a transfer when the form is given out.

Councillor Rory Colville commented that even if people were afforded the opportunity to move they may not wish to.

The Chief Executive informed that transfer requests have been on the basis of people coming to us. We have not approached people as currently we do not have the latitude to do this. He further

	<p>informed that if the Association gets the flexibility, and we are able to take practical steps, we would proactively contact people affected and this may increase the number of people wanting transfers if they think there is an option.</p> <p>Yvonne Litster confirmed in response to a question from John Muir that the Home Argyll partners are ACHA, Argyll and Bute Council, West Highland Housing Association, Fyne Homes and Dunbritton Housing Association.</p> <p>Councillor Bruce Marshall expressed his support for the alternative recommendation which had been put forward and stated that he would like the matter to be settled as soon as possible and not drawn out.</p> <p>The Board of Management <b>APPROVED</b> the amended proposal as a way forward that is the Association would leave Home Argyll if a reasonable accommodation around flexibility could not be agreed. The recommendation is subject to a meeting taking place before the end of May with a report coming back to the June Board meeting.</p> <p>The Secretary commented, that it should be discussed in the future, that to enable better utilisation of stock the Association should help people downsize and should consider helping them financially if required.</p>	<b>Alastair</b>
7.2	<p><b>AHFA Update</b></p> <p>The Chief Executive presented the AHFA Update and highlighted that this was not a performance report.</p> <p>The Chief Executive articulated disappointment that the vehicles and branding were not available on Day 1 of AHFA and they are coming in on a “drip feed” basis. He advised that he has a meeting scheduled with John Forbes and will clarify the situation with him. There are also some small issues relating to plant not being available on Day 1.</p> <p>The Secretary mentioned his positive experience with AHFA through a chimney sweeping appointment and advised that he had received a phone call prior to the chimney sweep and was offered an appointment at a time to suit him.</p>	

	The Board of Management <b>NOTED</b> the AHFA Update report.	
8.	<p><b>Key Performance Indicators including Directorate Exception Report</b></p> <ul style="list-style-type: none"> <li> <b>Human Resources &amp; Corporate Services</b>  The Director of Human Resources and Corporate Services advised that her Exception report covers the whole of the last year: 36 objectives had been met </li> </ul> <p>The Director of Human Resources and Corporate Services then spoke on objectives which had been partly met and advised that the Association's Governance Manager and Compliance sits on an SHFA working group which is looking at guidance to replace Schedule 7. She informed that the Scottish Housing Regulator is not ready to sign this off yet as they have some issues so the Association is still working to Schedule 7 guidance.</p> <p>The following were also highlighted from the Exception Report;</p> <p>Absence target was met at 3.93%; this is the first time it has been met .</p> <p>Staff survey target was met.</p> <p>5 notifiable events were reported</p> <p>The Complaints data has been issued in the Information Pack.</p> <p>The Director of Human Resources and Corporate Services advised, in response to a question from Stafford Day, that ACHA has terminated the contract with Hanover for out of hours calls as AHFA has now taken this over and they have the contract with Hanover.</p> <p>Catherine Winton clarified that the storage heater referred to in Page 6 of the report was fitted in the lounge of a flat and not in the common lounge.</p> <p>The Chair of the Finance and Audit Committee mentioned a discrepancy between the figures for Stage 1 to Stage 2 complaints. The Director of Human Resources and Corporate Services clarified that the discrepancy had arisen between complaints which had been authorised for an extended</p>	



	<p>timeline and ones that had been closed off. She informed that 5 days are given to deal with a Stage 1 complaint and some had gone past 5 days without being authorised. This is something that will be monitored.</p> <p>Councillor Bruce Marshall referred to Page 10 of the Housing and Neighbourhood Services Performance report and asked if there was a problem in the Cowal area with respect to relet times. Yvonne Litster responded that the figures for the previous two years were much higher but the area was now within target. Councillor Marshall enquired what the issues had been and Yvonne Litster responded that she will come back to him with details but predominantly they could be related to contractor performance which is now in-house, the number of offers made and low demand issues. The Chief Executive also briefed that a short term working group had been set up a couple of years ago to look at void performance. This had revealed that utility companies were working to different timeframes in different areas to go into houses and this has now changed. It had also revealed issues related to organisation of work and particular problems related to demand, properties in poor condition and properties requiring investment programme work. A list of factors relating to this will be provided.</p> <ul style="list-style-type: none"> <li> <b>Investment &amp; Regeneration</b>  The Director of Investment and Regeneration presented her report and highlighted the following; <p>On site target was 16, however 56 had been completed due to approval of the development at Glenshellach, Oban.</p> <p>New build target was not met – the properties at Ardenslate, Dunoon were completed in April 2013 and are included in the figures for 2013/14.</p> <p>HAG Allocation is now higher than the original allocation due to the development at Glenshellach, Oban.</p> <p>Park Terrace, Campbeltown – was delayed due to inclement weather.</p> </li> </ul>	<p><b>Yvonne</b></p>
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	<p>Port Ellen and Dalmally developments are due to complete.</p> <p>Gas servicing – target set was that 99% of properties would have current certificates , this is sitting at 100%, with 98.6% having a certificate in the last 6 months.</p> <ul style="list-style-type: none"> <li> <b>Housing &amp; Neighbourhood Services</b>  Yvonne Litster informed that this report covers all the area teams and services of operation and also gives a comparison with the last 2 years. She highlighted the undernoted from the report; </li> </ul> <p>Targets for void relets, arrears, emergency, urgent and routine repairs and repairs satisfaction had all been met.</p> <p>Targets for allocations to the Homeless and Direct waiting lists and for qualifying repairs were not met. Yvonne highlighted that there has to be the right properties available to allocate to meet the target</p> <p>Yvonne also mentioned other initiatives; Welfare Reform mitigation strategy, Home Swapper, and Fire Awareness training with Strathclyde Fire and Rescue.</p> <p>Councillor Rory Colville commented that the repairs figures read well but he highlighted that things do go wrong and these should be thoroughly investigated. The Chief Executive agreed with the point that Councillor Colville made but advised that when he is involved he does ask hard questions and writes to the tenant with an apology when required.</p> <p>The Secretary stated that the repairs satisfaction questionnaire concentrates on the tradesmen which is the end of the process and he believes it should also ask questions relating to reporting of repairs. The Secretary then spoke further on the detail in the questionnaire and stated that he thought it should be looked at to establish if there is too much analysis and information. The Secretary will send a note of suggested questions to the Chief Executive.</p> <p>There was a further discussion around information given to the Board and the Chief Executive advised that information given</p>	<p><b>Norman</b></p>
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	<p>concern. Aon/Aviva are happy with our take-up, however, we will look at local initiatives to help with take-up.</p> <p>Right to Buy – dropped by 12% year on year, due to Pressured Area Status and the economic situation. Archie Blair asked if the Council scheme for first time buyers, through Lloyds, is likely to increase the number of applicants. The Director of Finance and IT advised that we have not been approached by Lloyds, the Council or any tenant wishing to access the scheme. He informed that Right to Buy sales do impact on the Association’s security valuation, however, he did not think this will have a direct impact.</p> <p>The Chair asked if there was any way that ACHA could get tenants to purchase contents insurance. The Director of Finance and IT stated that there were issues related to finance legislation around giving information and advice.</p> <p>Margaret MacGregor asked if it cost ACHA a great deal of money when a property was abandoned. The Director of Finance and IT confirmed it did.</p> <p>The Board of Management <b>NOTED</b> the Key Performance Indicators, including the Directorate Inspection reports.</p>	
9.	<p><b>FISH Welfare Rights Update</b></p> <p>Yvonne Litster informed on some headline figures in the FISH Welfare Rights Update report and advised that the main focus was on the bedroom tax.</p> <p>The Chair of the Finance and Audit Committee commented that from 2014, with the introduction of Universal Credit, ACHA would not receive benefit payments directly. Yvonne Litster confirmed that we will rely on getting payment from the tenants.</p> <p>The Secretary asked if it was intended to reduce the welfare rights service staffing level. Yvonne Litster advised that there has been no decision taken to reduce the welfare rights staff and this will be looked at through the Housing and Neighbourhood Services department review and any change of structure will come back to the Board for consideration.</p>	

	The Board of Management <b>NOTED</b> the FISH Welfare Rights Update.	
9.1	<p><b>Lease of Land at Miller Road, Oban (Lynnside Community Garden Project)</b></p> <p>The Regional Manager informed that the Community Garden project had been underway since 2007. It had previously been run by Glencruitten Residents Association, which no longer exists, and an independent group have been set up to run it and they have asked to lease the land</p> <p>The Regional Manager confirmed, in response to a question, that the rent charge of £100 per annum ties in with the Association's charges for allotments.</p> <p>Stafford Day enquired if the three proposed leasees were ACHA tenants. The Regional Manager said she was not aware if they were or weren't but would clarify this point.</p> <p>Stafford Day also asked if the ground would be liable to flooding and if there were ACHA properties adjoining. The Director of Investment and Regeneration advised that the site is below where the properties are situated and although the burn sometimes goes into spate she did not think that this was an issue for nearby properties.</p> <p>Margaret MacGregor stated that she felt £100 rent was cheap. The Chief Executive highlighted that it would cost the Association considerably more to maintain the land.</p> <p>John Muir asked if the rent could be set commensurate with the size of land. The Director of Investment and Regeneration informed that the principle was to help the community group by setting a minimal rent. However, if there had been a commercial interest a valuation would have been done.</p> <p>The Board of Management <b>APPROVED</b> the request for the lease of land at Miller Road, Oban.</p>	Yvonne
10.	<p><b>Monthly Investment Programme Update</b></p> <p>The Director of Investment and Regeneration presented the Monthly Investment Update report and commented on the undernoted;</p>	

	<p>Investment spend was £13.6million and 5,588 elements were installed.</p> <p>There are a number of planned roof and roughcast programmes however some have been held back due to the potential of getting grant assistance.</p> <p>CARS project, Inveraray – there is a meeting with the Local Authority next week to discuss how the work will go forward without the National Heritage Lottery funding.</p> <p>Heating and rewire – The Director of Investment and Regeneration confirmed that the underspend in heating and rewire work was related to budgetary calculation and the fact that there were a number of partial rewires required instead of full rewires due to previous investment work, and this resulted in a reduced cost.</p> <p>The Director of Investment and Regeneration confirmed that British Gas were £500,000 behind with valuations and this will transfer from the last financial year to this financial year. She confirmed that the investment budget will be reviewed for any spare capacity to allow spare resource to be used.</p> <p>The Board of Management <b>NOTED</b> the contents of the report.</p>	
11.	<p><b>SPSO Determination Letter</b></p> <p>The Board of Management <b>NOTED</b> the SPSO determination letter.</p>	
11.1	<p><b>Strategic Plan</b></p> <p>The Director of Human Resources and Corporate Services informed that the draft Strategic Plan had come from the Board's Strategic Planning Sessions held in February.</p> <p>She advised that she was looking for approval of the Corporate/Strategic Plan from the Board subject to the following amendment;</p> <p>Equality training which is under Objective 4 should be moved to Objective 2.</p> <p>Page 16 – A question was raised on why ACHA would be looking at full market rents. It was confirmed that this related to the rent restructure in the context that the Association needs to be aware of</p>	

	<p>them. It was confirmed that a date to report back will be inserted when the Chief Executive and the Director of Housing and Neighbourhood Services have agreed it.</p> <p>Page 4 - Council Rory Colville asked how closely the Association worked with the Council with respect to Care In the Community. The Chief Executive advised that he has corresponded with Cleland Sneddon from the Council on the wider use of the Association's sheltered housing complexes and they are due to meet on the 15<sup>th</sup> May. The Council has also indicated an interest in developing a facility with the Association on Tiree. The Chief Executive advised in response to a question from Councillor Colville on adults with learning difficulties, that he had also written to the Council previously regarding allocations for adults with learning difficulties. The Chief Executive informed on other joint working opportunities with partners.</p> <p>The Board of Management <b>AGREED</b> the Corporate/Strategic Plan 2013-18.</p>	<p><b>Alastair/ Christine</b></p>
11.2	<p><b>Annual Performance Statistical Return</b></p> <p>The Director of Human Resources and Corporate Services informed that there is a page in the return still to be populated with SHQS data which will be available tomorrow. Following completion of the information the Chair will sign off the return electronically.</p> <p>Page 18 – Section 3 - Archie Blair commented on this with respect to the current position with Home Argyll. Gayle Stead informed that information in the return is completed as at 31<sup>st</sup> March 2013.</p> <p>An inconsistency with respect to the number of units held was pointed out. The Governance &amp; Compliance Manager informed that the return will be globally validated once all the information is in to pick up any such inconsistencies.</p> <p>Page 13 – Lorraine-Anne Drysdale pointed out that the total tenancies do not add up. The Governance &amp; Compliance Manager advised that she will look into this and come back with a response.</p> <p>The Board of Management <b>AGREED</b> that the Annual Performance and Statistical Return could be submitted to the Scottish Housing Regulator.</p>	<p><b>Gayle</b></p>

11.3	<p><b>Governance Review</b></p> <p>The Director of Human Resources and Corporate Services presented the report and informed that the Chairs Working Group had looked at structures and governance. The Group had also considered how the Board is structured and looked at the regularity of meetings. The consensus from the Chairs Working Group was to remain with the status quo. However, the Group will meet again to look at Area Committees.</p> <p>The Secretary spoke on a previous request to reduce the size of the Board. He also asked if there was a possibility that the Scottish Housing Regulator may come back on it as we have one of the biggest Boards in Scotland. The Director of Human Resources responded that this issue was not in the Association's Regulation Plan. The Chief Executive advised that there had been issues previously about renewal of members of the Board and he commented that the matter does not lie wholly within the domain of ACHA as it was a key factor in the stock transfer agreement. If changes were to be made they would have to be put forward as a Rule change. The Chief Executive also advised that he was unaware of any statutory requirement on Board size.</p> <p>The Board of Management <b>AGREED</b> the recommendations in the Governance Review report.</p>	
12.	<p><b>A.O.C.B.</b></p> <p><b>Schedule 7 for Ratification</b></p> <p>The Regional Manager advised the Schedule 7 had been approved by the Chair and the Chief Executive as a decision under urgency. The Board were advised that a tenant in Campbeltown wished to carry out a mutual exchange with tenants in Machrihanish. Both parties occupied one bedroom properties. One half of the exchange party is the brother of a Customer Services Assistant in the Campbeltown office and the other half of the exchange party are the grandparents of a Housing &amp; Neighbourhood Services Assistant in the Campbeltown office. The Regional Manager confirmed that neither member of staff had played any part in the assessment of the mutual exchange application. The Board of Management <b>RATIFIED</b> the Schedule 7 Decision Under Urgency.</p>	





	<p>being held in Oban on Tuesday 28th May, and she wondered if there was a possibility that a representative from ACHA could attend. Catherine Winton will pass the details of the event to the Chief Executive.</p> <p>The Chair of the Finance and Audit Committee asked what members felt about receiving Board papers electronically to cut down costs. The Chief Executive advised that the IT Efficiencies Working Group is exploring means that the Board can use to move to paperless Board packs. A report will come back to the Board with options in the Autumn.</p> <p>The Secretary highlighted that the SFHA Conference will be held on the 6th June 2013 and he is aware that 5 Board members will be attending it. He wondered if the Board meeting should be re-scheduled in view of this. The Chairman advised that he had decided that the Board meeting should proceed as planned on the 6<sup>th</sup> June on the basis that there could be a maximum of 15 or 16 members able to attend.</p>	<b>Catherine</b>
14.	<p><b>Date &amp; Time of Next Meeting</b> Thursday 6<sup>th</sup> June 2013 at 10.30am in the Argyll Hotel, Inveraray</p> <p>Apologies were submitted from Marri Malloy, Margaret MacGregor, Norman Beaton and Lorraine-Anne Drysdale ahead of the meeting.</p>	