

LANDSCAPE INSTITUTE SCOTLAND

Committee meeting Monday 23 January 2012

| | | Action |
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| | Present at Chester Residences, Rothesay Place, Edinburgh: H Neilson, J Spence-Watson, C Winsch, M Turnbull. | |
| 1.0 | Apologies: None. It was noted with regret that Liz Thomas and John Stuart Murray had both resigned from the Committee. MT would write to both and thank them for their contributions. HN reported that JSM had agreed to keep in touch as a Corresponding Member. MT reported that Brian Clouston, who lives in Boness, had offered to attend an LIS Committee meeting. This helpful offer was noted. | MT All |
| 2.0 | MINUTES AND MATTERS ARISING FROM PREVIOUS MEETING | |
| 2.1 | The draft minutes of 25 th October 2011 were approved. | |
| 2.2 | Administration HN was dealing with the gift of vouchers for MR in recognition of her contribution as LIS administrator. HN reported he had not contacted practices to explore if any had Secretarial/admin. staff re. extra work. In the meantime (another body) had expressed interest in the role, but (staff member) had then been away on paternity leave. Contact had been re-established before Christmas. The list of MR's roles prepared by JSW had been discussed. | HN HN |
| 2.3 | JSW reported that he found it difficult to access the website and attach documents. He was therefore not circulating details of events to members | |
| 2.4 | Student marketing cards J Stuart-Murray had still to send HN examples of the cards, which LIS had paid for. HN would write to JSM. | HN |
| 2.5 | Student prizes CW had dealt with the cheques for students, with help from Liz T. | |
| 2.6 | LIS officers <ul style="list-style-type: none"> • M Turnbull is also on LI Technical Committee and GLVIA Committee. • JSW is Branch Representative on Advisory Council, and he attends Branch Forums. He is a member of the Glasgow Urban Design Panel, and LIS Events Manager. • CW is involved in teaching and is LIS Treasurer. • HN is LIS Secretary HN had still to write to Sandra Hanlon, Maggie Gilvray and Anne Cowling about remaining as Corresponding Committee Members. | HN |
| 2.7 | Annual practice exhibition JSW had information about the Lighthouse charges. HN to discuss with A+DS. CW noted that the Winter Gardens could be available, but the People's Palace is now run by GCC Education. JSW had still to deal with a possible RMJM's Commonwealth Games Master Plan event. | JSW |
| 2.8 | Treasurer CW reported that she did not get CAF Bank statements for the LIS account, and she would check the situation with A. McCapra. | CW |
| 2.9 | LI Advisory Council JSW reported that he attended the Branch Forum and the AC meeting in London at the end of November. There was concern about low usage of Talking Landscapes, and potential unemployment among Members was becoming an important issue. | |
| 2.10 | Events <ol style="list-style-type: none"> a. There was no contact with George Anderson via JSM. CW offered to contact him, and the Regius Keeper, about speaking to LIS members. b. MT to draft a list of topics. c. No response has been received from the Open Space Consultancy at ECA. HN to enquire. d. Social nights. Continued item. | CW MT HN |

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| 2.11 | Archiving documents | The LI has agreed to scan the Landscape Scotland Quarterly. H Neilson had no news from Peter McGowan, about the copies required. | HN |
| 2.12 | Honorary membership | H Neilson was still keen on proposal that LG should be made an honorary member. It was agreed that this should be discussed with Brian Clouston when we meet. | HN |
| 2.13 | Correspondence | <ul style="list-style-type: none"> • HN to contact JSM and ECA re. getting mail/calls redirected to us. • It was also agreed that it might be useful to meet the new head of Architecture and Landscape at the Art College. | HN HN |
| 2.14 | Web site | It was noted that this might be sorted when we reach an agreement with A+DS. | HN |
| 2.15 | Consultations | HN to call Stephen Russell about whether LI is getting Scottish consultations. MT concerned about source of Green Infrastructure document produced in Scotland. (It has a LI image in it). | HN |
| 2.16 | Other Related Bodies | <p>It was agreed that we need to be represented on as many Urban Design Panels as possible.</p> <ul style="list-style-type: none"> • Glasgow Urban Design Panel is still going strong. • Edinburgh Urban Design Panel – Marc van Grieken, Peter McGowan and MT are still on the list, but 3 others (Emily Yates, Guy Walters and JSM) have dropped out. Agreed to contact Bob Bainsfair, John Ramsay, and Mike Harrison. • Aberdeen Urban Design Panel still going satisfactorily. • Scottish Borders – Seamus Filor and Sitara Keppie. <p>It was agreed that it would be useful, and interesting, to have a brief report from our representatives at each group. We also need someone to phone round and ensure we are represented.</p> <p>SUDS: No report. Joanne Glennie has agreed to report about this group when it meets.</p> <p>National Trust for Scotland</p> <p>Officers are still exploring if reps. of bodies like LIS could still play a role.</p> | JSW All HN/JG JSW |
| 3.0 | Treasurer's Report | CW reported a balance of £2,391.29 as at 1 st April 2011. | |
| 4.0 | Administration | <p>HN presented the outline agreement with (body). As far as Admin. the list of agreed tasks was as follows:-</p> <ol style="list-style-type: none"> 1. Tasks which (body) could take on. <ul style="list-style-type: none"> • Function as central address for LIS. • Keep LIS Committee details on list for circulation. • Receive and distribute correspondence to Officers. • Hold any LIS headed notepaper/expense forms etc., that are not held on line. • Passing on enquiries from Media. • Keep a copy of LIS Membership list (updated regularly by LI London) • Circulate general requests to LIS membership. • Review incoming emails to Branch and pass on to LIS Officers | |

- Distribute notices and papers for LIS AGM (April/May each year)
- Manage the LIS website and insert new events on a regular basis, as supplied by LIS Committee.

The terms of the offer from (body) were welcomed by the Committee, and HN was asked to expedite the operation of the new system. (Full details on attached paper).

HN

It was agreed that it would be desirable to have an LIS member on the Board of (body). JSW to investigate.

JSW

It was noted that (body) could perhaps keep stocks of LI publications at its public counters.

It was agreed we should try to get exhibitions such as those mounted with the Garden History Society circulated to Scotland and (body) could probably provide venues.

JSW suggested that the 75th Anniversary CD Rom could be revised and updated, possibly with (body) help.

JSW

It was agreed that we should write to LIS members to brief them about (body). HN to draft, including a request for info. on which members work for public bodies, based on CW's list.

HN

5.0 **Contact with Members**

MT reported that he had initiated a series of meetings with bigger practices, aimed at deriving more help for LIS. He would welcome information on local authority members. JSW asked if the Local Authority Handbook is still of assistance.

MT

6.0 **Major Events**

MT reported that Bill Cairns and Peter Daniels had both suggested a major conference 50 years on from one held in 1962, which led to the formation of the Countryside Commission for Scotland. The event would aim to evolve ideas for a new Landscape Policy for Scotland. This was welcomed and MT agreed to ask the working group to proceed.

MT

7.0 **More Committee Members**

JSW referred to a paper produced in the West of Scotland RTPi Chapter setting out the roles for Committee Members. He agreed to produce a version for the LIS.

JSW

9.0 **Any Other Competent Business**

MT reported that the obituary for Douglas Sampson had gone into the LI News last week.

12.0 **DATE OF NEXT MEETING**

Monday 27th February 2012 in Glasgow – HN to explore space at the Lighthouse.

HN