

COMMITTEE MEETING held at the Scottish Book Trust, Edinburgh Monday 7th May 2012

Minutes

1. **Present:-** Mark Turnbull, Clare Winsch, James Spence Watson, Hamish Neilson, Alan Cameron
2. **Apologies:-** Nicola Garmory, Rachel Tennant, Rachel Howlett **ACTION**
3. **Welcome:-** MT welcomed all members of the Committee, particularly AC, NG and RT had been elected at the AGM, and RH had been co-opted at the AGM.

HN reported that Mike Harrison had expressed interest in joining the Committee, but he was unable to be present at the meeting. The question of further co-option was continued until a future meeting.

It was also noted that the non-official role of Corresponding Member was applied to those who were interested, but unable to attend meetings. Currently, those included Maggie Gilvray, Sandra Hanlon, and Danny McKendry.

4. **Minutes & Matters Arising from Previous Meeting**

Minutes of last meeting 11th April 2012 were approved. HN would put the Minutes on the Website. **HN**

- There had been no contact with J Stuart Murray but MT had had a conversation with L. Thomas at the AGM, following resignations. **HN**
- Students' Promotional Cards – CW had not yet got advice on how to transfer file to the website. **CW**
- Honorary Membership:- Agreed to continue this item. **HN**
- Design Review Panels:- HN had still to contact A+DS about panel member lists. **HN**
- CD Rom:- NG had reported back to CW with outline costs, but further work and a larger budget would be needed. **NG/CW**
- Summary of AGM:- There was concern about the number of members who had not received notice of the AGM. HN reported that he had raised the matter with Jim Riches at the LI, and a reply was awaited **HN**

MT reported that Jo Watkins (LI President) had written to Karen Anderson, Chair of Architecture + Design Scotland (A+DS) to thank her for speaking and making the venue available. MT to also write. **MT**

MT also reported that he, HN and JSW had met JW on the day following to discuss relationships between LI London and LIS, contacts with Scottish Government, and support for LIS generally. In addition, the meeting continued with W J.Cairns and K. Vermeulen to discuss progress with the proposed November "A National Landscape Policy for Scotland" Conference.

Registered Practices:- HN reported that the Dotmailer system now showed email addresses for all 56 practices in Scotland. There had been an error at LI in uploading the information from the Membership database, which had resulted in the restricted list of only 14 names.

- Events:- HN agreed to contact Catharine Ward Thomson for details of her proposed talk on 13th June. He will then put out a message to members. **HN**
- #### 5. **Correspondence:-**
- HN and MT reported on the seminar chaired by Scottish Government – Built Environment - Architecture about the proposed new Architecture Policy, held on 27th April.
 - Conference on the Land Use Strategy would take place on 27th June. Continued. **ALL**



- HN reported that 19 copies of the new LI Clients' Guide had been received from LI London. HN was asked to contact LI to arrange copies to go to all practices, local authorities, and departments/agencies and to ask if it can go our website. **HN**
 - JSW reported that the Scottish Forum for Planning had been established. He had asked for a place on it for LIS., but this had been refused by RTPi. JW had suggested ways to make this request more effectively. MT agreed to write to A. McCapra at the LI to discuss approaches to the RTPi. **MT**
6. **Admin Arrangements:-** Possible arrangements were due to be considered by A+DS on 14th May, and an exploratory meeting had been held on 25th April with the Head of Urbanism and the Chief Executive. MT and HN had attended. There was disappointment that the issue of conflation/identity confusion had not been identified at an earlier stage by the host body. HN agreed to make contact and find out what the situation is. **HN**
7. **Committee Members:-** In the absence of 3 members of the Committee, the full range of roles could not be assigned, but it was agreed that MT would be Chair/Conference Liaison, HN Secretary, CW Treasurer, JSW Events/Panels/Bulletins, Rachel Tennant LI Council Representative.
- A role for Nicola Garmory to be identified at next meeting. Offers of assistance have been received from Peter McGowan, Liane Bauer, Rory Wilson+2, Tina Muldowny and Chris Rankin. HN apologised for an error in not reporting that RT had been properly nominated as Branch Rep before the AGM; she would therefore take over from JSW.
8. **Treasurer's Report:-** CW stated that the balance was £1,976.22. The draft bid for £16,500 includes £5,000 towards costs of part-time co-ordination by liaison/support worker.
9. **Education:-** It was agreed that we need to pursue support for the ECA course, Student representation, the relationship of the course with Architecture, Student Awards, and the status of the Advisory Committee. HN would seek to take these forward in a meeting with JSM. **HN**
10. **Website :-** No further progress.
11. **Branch Events Programme:- It was noted that we plan:-**
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| CIRIA Trees event | Date not set |
| OPENspace – Catharine Ward Thomson | 13 June |
| LI CPD – Glasgow | 10 October |
| Olympic Legacy | Date not set |
12. **JCLI - update the Scottish supplement:-** MT had passed information to NG; it was suggested that she should contact Ian White and Steve Nelson to progress matters. JSW suggested that Glasgow Caledonian Univ. could possibly run bespoke courses on JCLI; it was agreed that he should speak to NG about it. At the AGM there had been a question about the provision of specifically Scottish legal advice about contracts. The reply from JW was that McParland Finn should be providing that, but A. McCapra would be asked to find out. **NG/JSW**
13. **At this point JSW left the meeting.** **MT**
14. **LIS members - distribution across Scotland:-** HN reported no progress with mapping, but it was noted that LI London had issued a brief Employment Survey recently. It was thought that this was not likely to yield useful results however. **HN**
15. **Other bodies:-** In the absence of JSW there were no reports.
16. **Consultations:-** None except Architecture Policy (see above item 4 bullet 1)
17. **Conference “A National Landscape Policy for Scotland”:-** MT reported useful progress, with a cash-flow forecast now available. The event will be a partnership between LIS, NTS, SNH and hopefully A+DS, and the detailed programme is being developed. CW noted that because of VAT issues, any sponsorship has to be channelled through LI London. MT would invite W.Cairns to the next LIS Committee meeting. A Lifetime Achievement Award is being mooted. **MT**
18. **CPD/Networking:-** A proposed CPD One Day Event in Glasgow on 10th October is planned by the LI. Suggested that NG might make contact with Alex Byrne at LI. **NG**
19. **AOCB:-** None
20. **Date/Place of next meeting:-** Committee on 20th June, probably Glasgow. **ALL**