

Landscape Institute Scotland

Inspiring great places

COMMITTEE MEETING MINUTES: 17.08.2016

Location	St Enoch Room, The Teacher Building, Glasgow, G1 4DB
Distribution	Committee, Committee Support, Corresponding Members, Rebecca Hughes, Rachel Howe.
Officers	
Temporary Chair	Rachel Tennant with Key Committee Support
Secretary	James Spence Watson
Treasurer	Clare Wunsch
LI Council Representative	Rachel Tennant
Sub Committees	
Communications	Dan Walker Sonia Jackett, Steve Wheatley
FOA Competition & Exhib	Alan Cameron (with Clare Wunsch support on FOA)
Education & Membership	Rebecca Hughes , Nicola Garmory, Bobbie Nicol, Jack Summerhayes, Ross White
Events (CPD, Social, Competitions)	Sonia Jackett , Steve Wheatley, Jon Rowe
Strategic Planning/ Promotions	Rachel Tennant , Nick Bowen Sonia Jackett and Rebecca Hughes
LIS Staff	
Policy and Development Officer	Rebecca Hughes
LIS Administrator	Rachel Howe

1.0	Present and apologies	Action	Status
1.1	Apologies: received from Jon Rowe (JR), Nick Bowen (NB), Alan Cameron (AC), Dan Walker (DW), Clare Wunsch (CW), Bobbie Nicol (BN), Ross White	Note	
1.2	Present: Rachel Tennent (RT), Sue Evans (SE), Rebecca Hughes (RHp), Nicola Garmory (NG), James Spence Watson (JSW), Rachel Howe (RHa), Sonia Jackett (SJ), Jack Summerhayes (JS), Danny McKendry (DM), Amber Roberts (AR)	Note	
2.0	Previous meeting minutes		
2.1	Minutes, reports and draft agenda typed out and sent out the week after the last meeting. No comments received minutes accepted.	Note	
2.3	RT explained that as we had two presentations as part of the meeting only key matters arising from sub committee reports or the agenda items would be covered and assumed all had read the reports.	Note	
3.0	Amber Roberts - presentation on her research proposal and relevance to the LIS archive.		
3.1	AR working on many smaller bids in order to work up to submitting a very large funding bid in September 2017, proposed that she could look into grants that benefit her research and the LIS. This particular relates to the Scottish / USA connection. AR pointed out that research attached to grants for creating an archive can improve the chances of getting funding as this shows a clear positive outcome to the archive. AR proposed several grants that could be applied for including:- <ul style="list-style-type: none"> • Mellon Education Programme • PHd student bid for archiving work. • Mellon Digital Grants – to include online exhibition • Society of Architectural Historians – Travelling Scholarship • National Archive Cataloguing Grant. 	Note	
		Note	

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3.2	<p>AR highlighted the Society of Architectural Historians conference in Glasgow 2-6 June 2017 at Strathclyde University. Her research has highlighted the Scottish / USA links and a conference paper has been submitted. AR suggested an exhibition formed around this aspect of the archive which could be attached to the MERL archive.</p> <p>All agreed that this was something that the LIS would wish to pursue. DM said that A&DS have experience putting archive work into exhibition format and would be able to help. This could be located at the Lighthouse and also move to Edinburgh.</p> <p>Access to archive material of relevance was discussed. Current material is located: -</p> <ul style="list-style-type: none"> • Peter Daniels - Katherine Ward Thompson at ESALA • Mark Turnbull – Sharon Turnbull (available in November) • Gillespies – Steve Nelson (SE stated this was urgent – RT to contact) • Nigel Hackett – his son. • Other historic practices e.g. Cairns 	Note	
3.3	AR to put together a proposal for a strategy and pass this to RT for review.	AR/RT	
3.4	JSW had a history of landscape video produced in 2004 which has been passed to AR	Note	
4.0	Danny McKendry - Update on Say Hello to Architecture and role at A&DS		
4.1	<p>Year of Innovation Architecture and Design is now 6 months in and as part of his role he has been involved in: -</p> <ul style="list-style-type: none"> • 'Best of the Best' a 5 year retrospective including Landscape Architecture in 20 venues around Scotland. The final list will be issued to CW as here may be an opportunity to space share for RUL. • Activity packs issued to get communities to engage and create local FOA events such as pop ups and talks. Target is 100 and they have achieved more than half. LIS to advise of our events and we can link them on the A&DS website • Key date is the final exhibition of Best of the Best in Dundee on 18.11.2016 which also includes Venice biennale / prospect north/ Scotstyle. There is opportunity to piggy back an LIS event on this including RUL. CW to confirm if this is possible. 	DM	Ongoing
4.2	<p>His other role as part of A&DS will increase when Year of Innovation Architecture and Design Winds down and includes</p> <ul style="list-style-type: none"> • Design Forum • Charrettes • Liaison with SNH – role of the LA in Biodiversity & concerns in the industry. RHp to engage with DM on this. <p>DM confirmed that the profession is well covered now at A&DS and Landscape Architecture is a key aspect of their work.</p>	RHp	Ongoing
4.3	<p>DM agreed to be the LIS liaison on the Local Authority Urban Design Forum (LAUDF) There are 2 events a year and the next one is due in November. There is an opportunity to influence the content of the forums and he will encourage more landscape orientated content.</p> <p>Contacts for LAUDF may possibly be shared with LIS</p>	DM	Ongoing
4.4	<p>DM is still involved with Scotland's Towns Partnerships which has become a more professional organisation and is a useful contact. Their conference is November 2016.</p> <p>The Glasgow Streets Projects should be promoted by LIS next year.</p>	DM	Ongoing
		All	Ongoing

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5.0	Acting Chair's report & matters arising		
5.1	Jeff Stevenson has resigned due to ill health	Note	
5.2	Meeting with LIS Treasurer		
	None scheduled until business plan review undertaken	Note	Ongoing
	Update on cost implication of RIAS office	CW	Ongoing
5.3	Meeting with Policy Officer - Pre-meeting with RHp to discuss Policy work for 2016-2017 year and her priorities. Agreed that next year priorities will come out of the Business Plan update. (see item 11.1)	Note	Ongoing
	Replacement for Jeff Stevenson required and Sue Evans (Committee Support) has agreed to undertake this role	Note	
	Additional work liaising on impact of EU Referendum on the profession. Options for a review of health and water policies	Note	
5.4	Chair of Devolved Nations - RT has contacted chair of NI and Wales. LI Wales provided a set of minutes from the last teleconference meeting in March 2015 and is keen to continue. No response from LINI. It is noted that the CEO sat in on the last meeting and we may need to wait until new CEO is in post in October.	RT	Ongoing
5.5	LI Advisory Council Meetings		
	The next Council meeting is in October (which is also the AGM) DW has agreed to attend in lieu of RT who will be on holiday. Agreement from LI and President has been provided.	DW	Ongoing
	There is also be a visioning weekend with LI Staff, Board and Council in November. RT looking for a representative to attend on her behalf.	RT	Ongoing
5.6	Governance Documents approved at the EGM in July 16.	Note	
5.7	Branch Constitution - RT is now reviewing with LI. This will require the clause restricting Branches to enter property lease to be amended. This has tentatively been agreed by LI.	RT	Ongoing
5.8	Additional advocacy / policy support review by English branches is underway and RT will report on any outcomes	Note	
5.9	RT has requested details from LI on a committee to discuss the impact of Brexit on members. This appears to be a separate Policy officers meeting that RHp is attending	Note	
5.10	RT has requested information from Paul Lincoln regarding two additional travelling exhibitions on Greenbelt issues and one for LI awards winners. RHp confirmed that the Greenbelt exhibition may be useful for the next LIS conference in 2017 on the Urban Edge depending on its content. PR from LI issued 15.08.16 issued to Rha to chase up LI	RHa	Ongoing
6.0	Administrator's report and matters arising		
6.1	RHa notes number of emails received from members wishing to be re-added to the mailing list and sent to RT. This is an additional 10 members.	Note	
6.2	Committee contact sheet updated and redistributed including subcommittee information. RHa to ensure all corresponding member details are added to the contact sheet and then to redistribute	RHa	Ongoing
6.3	'Opportunities for a committee role' sheet updated and posted to website	Note	
6.4	RHa sent RT website traffic report from the AGM	Note	
6.5	Link to the LIS Google Calendar has been circulated to the committee and RHa updating the Google Calendar as new events are announced	Note	
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	RHa speaking to Louis Varley at the LI trying to establish how we would embed the Google Calendar on the site so the membership can view this RHa to prepare an events list prior to upcoming meetings for the committee's information	RHa	Ongoing
6.6	DW clarified that no further action needs to be taken with regards to policy documents on the website.	Note	
6.7	DW was never involved with investigating possible management companies for the travelling exhibition. CW has found a company to transport the exhibition	Note	
6.8	RHa is continuing with the listing of the contents of the LIS laptop	RHa	Ongoing
6.9	RHa to check administrator's report against communications report going forward to ensure minimal overlap.	Note	
6.10	Link to Scottish Government planning review posted to website	Note	
6.11	NG provided RHa with contact details of previous volunteers to go into schools to promote LA. One response has been had.	Note	
6.12	Private sector strategy document has been put on the website.	Note	
6.13	Final dotmailer about initial deadline for competition has been sent however as deadline for submissions has now moved RHa will send out another reminder dotmailer before the new end of submission	RHa	Ongoing
6.14	RHa circulated MT obituary in the Scotsman to membership	Note	
7.0	Policy officer's report and matters arising		
7.1	<p>Policy and development work plan</p> <p>Current work is centred around the 2016/17 work plan and job description as agreed with MT April 2016 and subsequent committee discussion items.</p> <p>A review of the ongoing work was discussed at a pre-meeting between RT and RHp</p> <p>RHp confirmed that MT had not pursued his intention of requesting LI for additional time for the Policy Officers role to 100 days (currently 84) and it is unlikely she would be able to commit to any additional hours.</p>	<p>RHp</p> <p>Note</p>	Ongoing
7.2	Landscape 2020/LIS 2017/Conference - 2020 Initiative now on hold after new chair Jeff Stevenson has had to resign from LIS Committee due to health reasons. In discussion with RT decision taken after several attempts by MT/RHp to get 2020 off the ground that a key focus for RHp will be LIS Autumn 2017 Conference (working title only - Urban Landscape and Growing Cities): RHp has met with Lisa Mackenzie at ESALA Aug 15th to discuss overall needs for profession in this topic area & planning focus topics for the conference.	RHp/ ESALA /RT/SNH	Ongoing
7.3	<p>Scottish Natural Heritage</p> <p>Minutes of last liaison meeting with SNH completed with LC for sign off. Then circulation to SNH landscape advisers & LIS</p> <p>SNH Coastal Landscape Character Guidance - RHp confirmed that SNH may come back to LIS about this item.</p> <p>LCA TP6 - Landscape Capacity Methodology Review delay in Natural England drafting – now expected September.</p> <p>Next liaison meeting being planned for Autumn agenda to be discussed including ELC & CAP effects post Brexit Oct date sought. DW or ES to attend in place of RHp</p>	<p>Note</p> <p>RHp</p> <p>RHp</p> <p>Note</p>	<p>Ongoing</p> <p>Ongoing</p>
7.4	Plant biosecurity		

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	<p>RHp is in contact with Colin Moore of the LI Biosecurity Working Group and she will be attending the next FCS Tree Health AG meeting</p> <p>FCS Plant Production Working Group report received. RHp invited to take part in research meeting (October) on major government funded Phytophthora research project meeting. This will help to explore how Landscape Architects working practices maybe affected with various plant species & report back</p> <p>Xyellia fastidiosa update meeting at SASA September 13th</p>	<p>RHp Note</p> <p>RHp Note</p>	<p>Ongoing</p> <p>Ongoing</p>
7.5	<p>Scottish Government policy</p> <p>Creating Places Policy - Next meeting with PADS & Sandy Robinson due in autumn 2016. Discussion for LIS for agenda proposed before next liaison meeting. RHp to contact DM to attend liaison meeting.</p> <p>Landuse Strategy & Stakeholder Working Group Meeting - New 2016-21 LU strategy launch March 2016 & invited to SG SWG June 29th to progress developing actions. Feedback delivered post meeting to SG lead organizer Sally Thomas.</p> <p>Scottish Planning System Review - RHp attended Round Table Discussion with Minister for Local Government and Housing on 1st July. All Invitees from various prof bodies were asked to explain their members' engagement with planning system along with reps from RTPI/ICE/RICS & HOPS etc. Also each invited to comment on Review Report recommendations and our response to consultation. Minister confirmed there would be further stages of consultation on various recommendations as they are taken forward. Further opportunities for LIS potential involvement eg housing/infrastructure provision/role & content of DP's & public sector planning skills resources.</p> <p>Attending PAS event on placemaking "Exploring Geddes in 21stC" Edinburgh 18th Aug. Placemaking standard to be discussed. (also Useful for LIS conference planning)</p>	<p>RHp/DM</p> <p>RHp</p> <p>RHp</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>
7.6	<p>Manifesto - Propose to produce initial short 2 page draft by committee & other member input. In discussion Staff Members in ESALA & SNH also see this as key doc for promotion of profession in Scotland.</p> <p>It was agreed that RHp prepare an initial draft and circulate to small sub group of committee (SJ, SE, DW,) for comment and then have a short meeting to decide on final content and design/format etc. Potentially take to the Heads of Practice event for feedback before issuing more widely.</p> <p>This now to be key item to develop a colour A5 brochure for LIS 2017 Conference with ESALA (LM) involvement. RHp to check with LI about resources for production/printing promotional Manifesto type doc for use via schools/colleges as well as opportunities with politicians</p>	<p>Note</p> <p>SJ/SE/DW/ RHp</p> <p>RHp</p>	<p>Ongoing</p> <p>Ongoing</p>
7.7	<p>Archive and RIAS offer of space available from 1st April 2017. RHp negotiated draft letting contract agreement with RIAS following MT's initial earlier (2015/16) informal discussion with RIAS CEO Neil Baxter.</p> <p>RHp has secured confirmation from RIAS CEO that offer stands exclusively to LIS until confirmation possible with LI/constitution changes etc. The offer also includes free use of meeting/small scale CPD rooms with audio-visual kit/office heating/lighting/furniture etc.</p>	<p>Note</p> <p>Note</p>	<p>Ongoing</p>

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	RT has received confirmation from new LI President Merrick Denton and approval to lease subject to minor amendments from Finance officer. RHP will discuss with RIAS	RHp/RT	Ongoing
7.8	Heads of Planning contact made with Robin Gray Head of HOPs. Make use of this contact for Heads of Practice event.	RHp/RT	Ongoing
7.9	Meeting with Sharon Turnbull - Catch up meeting with Sharon 14/8/16 and handover of hard copy office records and 5 popup banners for storage at RHp. MTA Office at Balquidder will be closed completely by November 2016. Further word searches on earlier 2011/late 2013 policy consultation responses + other relevant material to be completed for download onto disc/flash drives.	RHp	Ongoing
7.10	Attending Building Prosperous Cities Conference London Sept 27 useful info/speakers for Lis 2017 conference.	Note	
7.11	Required to attend LI Policy meeting focus on devolved nations October	RHp	Ongoing
8.0	Communications subcommittee report and matters arising		
8.1	Website – 2016 AGM minutes made live along with AGM presentation slides Reflections series has been added to the website. Video still to be added Presentations have been added to Reflections Series page RT has sent review comments to DW hoping to update the news, events and presentations sections.	Note Note Note	
8.2	LinkedIn – SJ has set up the account and requests that committee members join the group and invite others to join – now at 39 members. Several posts made over the last month	Note	
8.3	Twitter – SJ and DW to increase activity on the FOA competition	SJ/DW	Ongoing
8.4	ESALA LIS Student Awards – All student material now received and DW will post on website over weekend (13-14th August) Still awaiting accompanying text and images from Rebecca Heatlie and text/quotes from Kenny Fraser or another colleague(s) in order to complete the web content	DW DW/CW	Ongoing Ongoing
8.5	RtUL – DW has followed up correspondence with MSP and Scottish Parliament Building about having the exhibition at the Scottish Parliament Building in early 2017. CW has confirmed that the LI has said the exhibition is ours in 2017 and DW to prioritise date with events committee prior to following up. Exhibition feedback forms and posters produced and printed to fulfil requirements of FOA2016 funding. Identification of Scottish based project examples to add to the exhibition – hopefully prior to the Inverness exhibition dates. The objective is for one project from each of the host venues (Glasgow, Edinburgh, Dundee, Dumfries, Inverness) and fitting within themes of the exhibition. Inverness example sent to SJ/RT/CW. Cost of graphic design work and printing to be covered by LI – estimate to be provided to Paul Lincoln for sign off. DW to contact LI regarding a potential careers related event at a potential future Edinburgh exhibition in collaboration with ESALA?	DW Note DW Note DW	Ongoing Ongoing Ongoing Ongoing
8.6	LIS Consultation Responses - DW to liaise with RHp with regard to past consultation responses, in order to collate all responses and post on website in searchable chronological order.	DW/RHp	Ongoing

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9.0	Education and membership subcommittee report and matters arising		
9.1	<p>University Education - RW made the committee aware that students who decide to take the BA (Hons) degree after the fourth year of the five year Integrated Masters course will not be able to automatically join the Pathway as a Licentiate member. If students have an Honours degree they will either need to go before the Members Panel once they have gained experience in line with the Masters year of study, and even then acceptance is not guaranteed, or complete a post-graduate degree at a later date.</p> <p>BN and JSs drafted clarification request to Kenny Fraser HoD ECA for students on route options to Pathway and future to LI Chartership after RW request.</p> <p>Kenny Fraser clarified position/options for students via email to Chris Sheridan at LI. RHp forwarded this to BN as KS had not sent on. RHa to post CS response and information about the pathway to chartership issue to be put on website.</p>	Note Note RHa	Ongoing
9.2	<p>Pre- University Education</p> <p>Noted that knowledge of landscape education outside of universities is poor in Scotland. RH spoke to ECA(LMCK) about this and agreed more needs to be done in schools and colleges & with particularly with Career Advisers– Publishing future LIS Manifesto would help with this also.</p> <p>NG spoke to Poppy Smith (PS) from the LI in relation to promotion of the profession to schools who is willing to do a talk to members on the Ambassador Scheme. LI has brochures and seed packets for volunteers wanting to talk to schools. LIS need a list of people willing to promote LA at schools and PS would be happy to help write an initial mail shot to members about visiting schools that RHa could issue as a dotmailer requesting volunteers.</p> <p>PS confirmed that will contact Skills Development Scotland re. careers events and LI (equivalent of National Careers Services in England) as she has not done so yet. LIS could set up a map of Scotland with target schools and those we have visited.</p> <p>RUL Travelling Exhibition - PS would be willing to help and to give a talk. She would advise on a seated days talk rather than a drop session guided towards Career Advisors and /or Senior Secondary students. LIS will combine with Edinburgh College of Art and Dumfries Museum RUL event. NG to contact museum and RHp to discuss if students or a lecturer from ESALA would be willing to also talk.</p>	Note NG/RHa NG NG/RHp	Ongoing Ongoing Ongoing
9.3	NG spoke to Alison Watson from 'classofyourown' about Design Engineer construct and has set up a meeting with her in October to discuss a proactive approach to educating school pupils about LA.	NG	Ongoing
10.0	Events subcommittee report and matters arising		
10.1	SJ has confirmed date and time of next Reflections Event. To be 12th October 2016 with Chris Rankin and Neil Gillespie. SJ is waiting for confirmation on booking the Hunter Lecture Theatre for this date. Will liaise with DW on communications and set up eventbrite page.	SJ	Ongoing
10.2	SUDS SEMINAR: The SuDS event will be held on Friday 4th November; 09:30 - 14:00 including lunch. Venue tbc; Edinburgh likely. Treasurer has confirmed budget for event. Event to be ticketed £25 per head.	NB	Ongoing

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	NB has 2 speakers secured and leads on further speakers from Scottish Water and SNH. Invite will also go to SEPA	NB	Ongoing
10.3	Society of Architectural Historians Conference. June 7 – 11 2017: Other options discussed if the exhibition discussed under Item 3.1 is not feasible include a talk given by senior landscape architect professionals who have worked on HLF or conservation parks/projects talk about their experiences or Brian Evan's talk (see item 10.5) Could link to and ask to be promoted by Glasgow City Heritage Trust. GCHT.	Events	Ongoing
10.4	Julian Farrer - Cost effective landscapes. It was noted that this talk had been held at a Spotifi event and can now be dropped from events list	Note	
10.5	Brian Evan's Capability Brown 'The sublime and the Picturesque'- Possibility for it to be a half day seminar, engagement type event. Suitable time and venue to be agreed. SJ to approach Brian Evans on his availability	Events	Ongoing
10.6	Crowd puller for the AGM event. Committee requested to start thinking about what this could be. RHp suggested biosecurity. Other subjects could come from the list gathered from the public sector survey.	All	Ongoing
10.7	JSW mentioned RTPi consultation on the west of Scotland that the LIS could provide speakers for. Suggestions for speakers to be sent on to JSW	All	Ongoing
11.0	Strategic planning and promotions report and matters arising		
11.1	Business plan - a strategic review with key committee input at a brain storming and possibly followed up at the Heads of Practice Event. Suggested committee members are RT/CW/RHp/DW. Date of meeting to be in Sept/October 2016. This will also feed into public and private sector strategy for 2017.	RT	Ongoing
11.2	Making the Most of Masters - Understanding the economics of the private sector in Scotland. Stirling Business school research into Landscape Industry	NB	Ongoing
11.3	Practice Events on Key Issues - Follow up events will be based on topics raised by respondees to survey and will tie in with events programme. First is SUDs debate in November (see Item 10.2)	NB	Ongoing
11.4	Knowledge Transfer- Getting the private sector to engage more with each other to benefit profession. Heads of Practice Event – to debate key issues affecting the sector. To be in the new year.	NB	Ongoing
11.5	LIS Reflections Series: Greater engagement between the less experienced and more seasoned practitioners. Next events planned October and early 2017	SJ	Ongoing
11.6	Archive and historical review – Learning from the Past Await AR strategy (Item 3.3) for discussion at next meeting review. Key archive material requires to be accessed is Mark Turnbull's, Bill Gillespie and Peter Daniels (located at ESALA). Nigel Hackett. It is important that information is collated and then located in one place or there is links to it from the LIS Archive and MERL. RT has gained support from the current LI president for this.	RT RT	Ongoing Ongoing
12.0	FOA report and matters arising		
12.1	Closing date extended. Dotmailer to be issued, SJ organizing social media. The Eventbrite site needs to be amended to allow a later closing date.	SJ/RHa	Ongoing

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12.2	<p>RUL - Venues that have been booked include: Mitchell Library, Dundee Central Library, A+DS Edinburgh. Eastgate shopping centre and Dumfries Museum have also been confirmed.</p> <p>First exhibition space was at A+DS at the end of July. JS and RH helped CW with setting up and taking down. Staff at A+DS were helpful. Thanks to NG for storing the exhibition between displays.</p> <p>LI (Lauren Tubb) delighted with our programme of displays and the publicity organised by DW, RH and SJ.</p> <p>CW currently seeking quotes for transporting the exhibition and setting up/taking down in Glasgow and Dundee.</p>	Note	
		Note	
		Note	
		CW	Ongoing
12.3	<p>Exhibition: Buildings in the context of landscape - The exhibition venue at the Bourne Gallery, Edinburgh has been booked.</p> <p>A brief for the exhibition has to be written if this event is to go ahead. CW leading with AC in support. SJ requested the opportunity to input. will offer support</p>	Note	
		CW/AC/ SJ	Ongoing
13.0	Treasurer's report and matters arising		
13.1	CW confirmed that the block grant has been received from the LI	Note	
13.2	The balance stands at £55,382.28	Note	
14.0	Secretary's Report and matters arising		
14.1	Local Design Fund (SG160803) - JSW informed that Communities across Scotland will have a chance to map out the future of their towns with design experts. There will be two funds to enable people to have a direct role in making their towns and villages better places to live. There will be £300,000 made available for two grant schemes – the Design Charettes programme and the Activating Ideas Fund. It is hoped that LIS members will be able to make and input and DM undertook to report further on this.	DM	Ongoing
14.2	SURF Awards - JSW reminded the committee that SURF are currently welcoming applications for their 2016 SURF Awards for Best Practice in Community Regeneration. Closing date is 19th September 2016. AS this was of interest to DM and A+DS, DM would inform on any initiatives of which he was aware that could be of special interest to Landscape Architects	DM	Ongoing
14.3	<p>Royal Town Planning Institute West of Scotland forthcoming events - JSW reported on events that may be of interest:</p> <ul style="list-style-type: none"> • Central Govan Walking Tour – 25th August • Queensferry Crossing site visit – 27th August • Doors Open Day Walking Tour of Lauriston – 15th September • Planning for Infrastructure (Network Rail and Scottish Water) - planned for late September • Decontaminating Brownfield land for redevelopment – proposal • Other potential events including collaboration with RICS Matrix West 	Note	Ongoing
14.4	<p>Environmental Impact Assessment - JSW reported that Scottish Government have launched a consultation on the revised EIA Directive (2014/52) with a deadline response of 31st October (https://consult.scotland.gov.uk/eia-transposition-of-environmental-impact)</p> <p>RTPI West of Scotland are proposing an event to discuss this consultation including speakers from different perspectives and looking for contributors. It was agreed that LIS should take advantage of joining RTPI WoS for this event and that RH would contact Land Use</p>		

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	Consultants or others and report back to JSW following which JSW will offer to contribute to the event	RHa/JSW	Ongoing
14.5	Glasgow Urban Design Panel - JSW reported that he had been asked if he could represent RTPI WoS at the next GUDP as well as LIS since their two representatives were unable to attend. It was agreed that this could be an opportunity for NG to attend the GUDP representing LIS with JSW representing RTPI WoS. JSW to inform secretary of GUDP of the change once NG confirmed her availability	NG/JSW	Ongoing
14.6	RIAS Scotstyle Event at Scottish Parliament - JSW informed on this event being part of the Festival of Politics to take place on 19th August and the request to join in and bring friends	Note	
14.7	Cooperation with Glasgow Institute of Architects - JSW reported on the offer of closer co-operation with the GIA particularly in relation to events. He reminded the committee that they had invited the last President, Michael Dougall, to attend their committee meeting and that this was successful and resulted in NG being invited to attend their meetings. The new President, Tim Gray, wishes to continue co-operation and has suggested that a meeting is organized between our events manager and their co –convener of their Communications Committee, Caroline Dearden. RH? To inform JSW of who has been selected and inform JSW who will organize meeting.	RHa/JSW	Ongoing
14.8	LIS Conference 2017 – Urban Landscape and Growing Cities - JSW asked to be informed of the current situation. This was the subject of further discussion under related topics and was ongoing	Note	
14.9	Publication – Gowling Awareness – How Green Consciousness can Change Perceptions and Places - JSW reported for information that the RIAS Bookshop were now marketing the above, edited by Prof. Brian Evans and Sue Evans. The book is intended to inspire the transformation of central Scotland for future generations and focuses on the landscape and physical environment of cities and regions today and in the future.	Note	
14.10	Review of the planning system - JSW informed that following the Review of the Planning System by the independent review panel (where LIS submitted evidence), the Scottish Government had now published its response and that this was an item of which Landscape Architects should be aware.	Note	
14.11	Previous interactive DVD - JSW had uncovered a copy of the Inter-active DVD made in 2004 to mark the 75th Anniversary of the Landscape Institute that was distributed to secondary schools in Scotland. However, he did not have a copy of the revised version that had ceased to function on the web site. This copy was passed to RH for retention.	RHa	Note
15.0	Ongoing matters		
15.1	Mark Turnbull memorial event – a memorial event and student scholarship to be discussed at a full committee meeting	All	Ongoing
15.2	DW proposed a website page that highlighted Mark Turnbull's significant contribution to the profession and the revitalisation of the LIS	DW	Ongoing
15.0	AOB		
15.1	Jeff Stevenson has resigned from committee and he has been requested by both RT and RHp to stay as a corresponding member.	Note	
15.2	MvG is still to comment on the Wind Turbine report. RHp confirmed that if nothing is received she and DW and RHp will prepare a response and issue.	MvG/Dw/ RHp	Ongoing
15.3	AC has prepared an obituary for RIAS for MT. RHa to circulate this amongst membership once it is published	RHa	Ongoing
15.4	RHa to check LI website and see if they have posted any obituary of MT other than the initial note about his death	RHa	Ongoing

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15.5	<p>RT expressed concern that some committee members are undertaking an extraordinary amount of work to ensure the LIS undertakes its commitments. She thanked them for this effort and requested that all committee members provide some input to enable the LIS to stay active and that the work is shared more fully. RT stated that the LI block grant is issued to LIS because we are the most active branch in the UK</p> <p>She requested that heads of subcommittees engage more directly with their members to encourage them to participate more even if it's in ways that suit their time commitments.</p>	Note	
		All	Ongoing
16.0	DATE OF NEXT COMMITTEE MEETING		
16.1	21 September 2016 :6-8pm at Edinburgh Central Library		