

Landscape Institute Scotland

Inspiring great places

COMMITTEE MEETING MINUTES: 26.10.2016

Location	LUC Offices, Otago Street, Glasgow
Distribution	Committee, Committee Support, Corresponding Members, Rebecca Hughes, Rachel Howe.
Officers	
Acting Chair	Rachel Tennant with Key Committee Support
Secretary	James Spence Watson
Treasurer	Clare Winsch
LI Council Representative	Rachel Tennant
Sub Committees	
Communications	Dan Walker , Steve Wheatley
FOA Competition & Exhibition	Clare Winsch (with Alan Cameron support on FOA)
Education	Nicola Garmory , Jack Summerhayes, Ross White
Pre-University Education ESALA	Rachel Tennant , Steve Wheatley, Jack Summerhayes with assistance from Rebecca Hughes
Events (CPD, Social, Coms)	Steve Wheatley , Jon Rowe, and assistance from all committee
Strategic Planning/ Promotions	Rachel Tennant , Nick Bowen and Rebecca Hughes
LIS Staff	
Policy and Development Officer	Rebecca Hughes (support from Sue Evans and Hamish Neilson)
LIS Administrator	Rachel Howe

1.0	PRESENT AND APOLOGIES	Action	Status
1.1	Apologies: received from Rebecca Hughes (RH), Jon Rowe (JR), Steve Wheatley (SW), Ross White (RW), Bobbie Nicol (BN) Rachel Howe (RH _a), James Spence Watson (JSW) Rebecca Hughes (RH _p) Steve Wheatley (SW), Poppy Smith (PS)	Note	
1.2	Present: Rachel Tennant (RT), Danny McKendry (DM) part meeting, Jack Summerhayes (JS), Dan Walker (DW), Nick Bowen (NB), Clare Winsch (CW), Nicola Garmory (NG)	Note	
1.3	RT welcomed Poppy Smith from the Landscape Institute	Note	
1.4	BN has confirmed that she is temporarily resigning from the committee due to current work/study pressures until January 2017. She is happy to still be on committee support and assist with specific items.	Note	
2.0	PREVIOUS MEETING MINUTES AND MATTERS ARISING		
2.1	No comments received on previous meeting minutes so they are taken as accepted.	Note	
2.2	RT confirmed that subcommittee reports will be taken as read and only key matters arising will be dealt with.	Note	
3.0	NEW AGENDA ITEMS FOR DISCUSSION OR DECISION		
3.1	Additional Events		
3.1.1	<u>LI CEO visit:</u>		
01	RT has corresponded with Dan Cook the new CEO and agreed a date of 8.12.16 for him to attend as part of the FOA Exhibition event. Agenda is still to be agreed.	RT	Ongoing
02	A welcome to the President and a CEO return visit could happen at the launch of the LIS new manifesto at the Scottish Parliament. Refer to Events Item 9	Note	
3.1.2	<u>FOA Exhibition 2016 Showcase:</u>		
01	DM outlined the proposal by the FOA to exhibit all touring exhibitions during the FOA (Scotstyle, Best of the Best, Venice Biennale) plus associated architecture/ institutes (DIA, GIA). The event space is at West Ward Works Dundee.	Note	
02	Timescale for exhibition: - 17.11.16 - Press preview 18.11.16 - Opening by Fiona Hyslop MSP 19-27.11.16 – Public Event		

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	Given its high profile it was agreed that the LIS would contribute the RUL exhibition to the event.	Note	
03	There is a clash with the Dumfries RUL exhibition dates and DW to obtain costs based on CW inventory for a complete new set of boards. These could be used for the manifesto launch and another exhibition at SNH Battleby which attracts associated design and environmental professionals.	DW Note	Ongoing
04	RT will discuss with LI additional funding for the exhibition and if agreed original digital files will be obtained from LI to enable boards to be printed.	RT	Ongoing
05	Existing stands in the event space were discussed but it was agreed that RedBlue hired boards would be more appropriate to fit the space. CW to investigate the provision of black display boards as the exhibition was original designed that way	CW	Ongoing
06	DM agreed to deliver and set up exhibition and dismount.	DM	Ongoing
3.1.3 01	<u>Charging for Events</u> It was noted from the 2 previous events booked through Eventbrite that there are a high number of no shows. Eventbrite allows a system of free entry but charging for no shows. It was agreed to implement this for free events in future and to set ticket limit at slightly higher number (20%) than venue capacity	SW	Ongoing
3.2	Poppy Smith – LI Education Development Officer		
01	PS had provided a talk to students at ESALA prior to LIS committee meeting. RW and SW provided a LIS presentation as part of this. It was well attended with about 45 students. JS pointed out that the date had conflicted with some students work programme. PS confirmed that she had discussed with Kenny Fraser in advance and it was better attended than the previous year. She will keep in contact with the student reps in future and possibly run another event earlier next year	Note Note	
02	PS provided a strategy for LIS and the Ambassador for Landscape scheme which links Landscape Architects with pre-university education establishment's. LIS have currently 14 on the list. It was agreed that LIS and LI would work closely together and ensure all career activities were logged and shared to measure the success of the scheme.	Note	
03	Other items listed in the strategy that could be followed up included <ul style="list-style-type: none"> The Marketplace (SDS) A platform for schools to find professionals to provide career activities. LIS to register Creative Spaces: Dundee Institute of Architects. DM confirmed that he had attended this and thought it was an excellent scheme instigated by Willie Watt now RIAS President. It involved 4 local authority area staff and students, workshop speakers and creation of a model based on the brief by the students. 	RHa Note	Ongoing
04	NG confirmed she would review the strategy and work as lead of pre-university education committee with JS and RW and continue to liaise with PS. A digital copy of the strategy to be issued.	NG/PS	Ongoing
05	The Dumfries event is now confirmed. RT talk at 6.30-7.30pm followed by a career event afterwards including short presentation and any Q&A. Skills Development Scotland rep will be present as well as LIS reps NG and possibly RW or JR. All material will be branded with LIS logo. If an additional day event is required, this can be arranged another time during the exhibition period which is on for the month of December to early January 2017. NG also suggested the same event could be run in the Central Belt	RT/NG/ RW/JR Note NG/PS	Ongoing Ongoing
06	RHS volunteers – 2 from Scotland have been included on the programme and have attended the first event. They have confirmed it was successful and will continue with the ongoing programme. PS has been issued with details but would be like to be kept up to date.	NG/PS	Ongoing
3.3	LI Branding Guidelines 2016 – LIS Documents		
01	DW raised the requirement to update /create LIS documents using new branding guidelines. This has been particularly emphasised by the new CEO. RT agreed to work with DW on critical documents. A review meeting to be set up	RT/DW	Ongoing
02	DW confirmed that the LIS have a dropbox with a folder structure which has not been used extensively by the committee to date. The LI's intention is for a SharePoint for each branch but timescale is not confirmed. It was agreed to review current folder structure and ensure it is in line with RHa laptop contents and then this can be duplicated into the new SharePoint system when it becomes live	RT/DW	Ongoing
3.4	ESALA Building Bridges		
01	RT confirmed that Kenny Fraser had responded positively to her last email requesting a new relationship to be developed after the loss of Mark.	Note	

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02	JS suggested that a better point of contact could be through Eleanor, Ross McLean and Tiago Torres Campos (Head of U/G) RHp has strong links with Lisa Mackenzie in developing the next LIS conference but it is noted she is currently on sabbatical. JS to forward all contact details	JS	Ongoing
03	Small University education subcommittee of RT, SW and JS with assistance from RHp to be formed. SW had made suggestions about next year's student prizes and suggested one overall prize should be provided (Best portfolio had been tried before but school had judged without LIS being present) and a travel bursary.	RT	Ongoing
04	PS confirmed that our aim should be to get more student members to the LI but agreed that £35 fee was a block. She is working to get LI to agree to free automatic student membership through the university.	Note	
3.5	A&DS Corporate Strategy – LIS response		
01	Response due 31.10.17. NB will assist RHp. A request was also put out to Mike Harrison who will also respond.	NB/Rhp	Ongoing
3.6	GUDP LIS Members		
01	NG outlined a discussion she had with Tim Grey head of GIA regarding updating the panels approach and encouraging new and changing membership from all representatives. LI and GIA provide members for GCC who run the panel.	Note	
02	This conflicts with JSW report and NG agreed to discuss with him.	NG	Ongoing
03	It was agreed that any new member to the panel obtained through advert should be invited with the proviso that they become a committee member (solely for that role) to ensure reporting back to the committee	Note	
04	NG requested that the committee consider other ways of updating the panel format and forward her suggestions/ideas.	All	Ongoing
3.7	LIS Administrator Part Time Contract		
01	The LI have highlighted that any contracts should be through the LI and if someone is working part time they should be on a formal part time contract and not freelance. RT to discuss with Andy Wallace	RT	Ongoing
4.0	ACTING CHAIR & BRANCH REP REPORT & MATTERS ARISING		
4.1	Meeting with LIS Treasurer - Part of LIS business plan update and financial review on 31 st October 2016. CW provided a summary financial report on the financial implication of renting RIAS office.	RT Note	Ongoing
4.2	Meeting with Policy Officer - Next year's priorities will come out of the LIS business plan update. The date confirmed is 31 October 2016.	RT	Ongoing
4.3	Chair of Devolved Nations meeting - RT has contacted new CEO to organize a teleconference call meeting with chairs of NI and Wales in the New Year and prior to AGM.	RT	Ongoing
4.4	LI Advisory Council Meetings and Branch Rep Meeting 19 October 16 - Council meeting & AGM: DW attended in lieu of RT. Branch Rep meeting appeared to revolve around issues that were not pertinent to LIS (admin / policy/website). DW to provide notes of Advisory Council meeting. Next meeting will be February 2017	Note DW RT	Ongoing Ongoing
4.5	LI Leadership Retreat -The LI are hosting a LI Staff, Board and Council retreat – date has been now finalised for January. RT to attend	RT	Ongoing
4.6	Branch Constitution. LI have requested input to new documents as a result of the new Governance Documents. RT to issue to all branch reps prior to issuing to LI	RT	Ongoing
4.7	RIAS Office Lease – RIAS have now reworded. RT to forward to LI for signing by Andy Wallace subject to Business Plan review and based on CW financial report. It was agreed to proceed on basis of 1 year with a view to requesting additional funds for the following year. Start date would be April 17.	RT	Ongoing
4.8	Mrs Turnbull – Honorary membership has been proposed by Bill Cairns which the committee welcomed. This will be proposed to her in due course.	RT	Ongoing
4.9	RT proposed a CEO and New President welcome in 2017 to coincide with the LIS manifesto and host a meeting in the RIAS offices if appropriate	Note	Ongoing
4.10	The LI has now published an Obituary prepared by MvG with Vanessa Stevens.	Note	
4.11	AOB: The MT Gold Medal Award – date still to be agreed with LI.	RT	Ongoing
5.0	ADMINISTRATOR'S REPORT & MATTERS ARISING		
5.1	RHa contacted corresponding committee members to ask if they wished to remain as corresponding committee members. If they confirm RHa to ask if they would be willing and able to help with upcoming LIS events	RHa	Ongoing

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5.2	RHa to ensure that all the events on the events summary are included on the calendar as well as RTPi events raised by JSW	RHa	Ongoing
5.3	RHa has finished drafting the list of LIS laptop contents and sent to RT and DW. They will decide on folder structure for Dropbox	Note	
5.4	RHa sent out a second dotmailer asking for Ambassadors for Landscape volunteer. Received two further interested parties. Contact information has been passed to NG	Note	
5.5	RHa printed name badges for the FOA House and Grounds for an Art Collector awards ceremony and attended the event to distribute.	Note	
5.6	RHa contacted Paul Lincoln again asking for further information on the Greenbelt exhibition. As yet, no reply.	RHa	Ongoing
5.7	RHa has been advised by membership team at the LI how to use dotmailer to review current LIS membership and email addresses. RHa to advise RT	RHa	Ongoing
5.8	RHa to make sure communications subcommittee have access to LIS email account while on holiday the last 2 weeks on October 2016	Note	
5.9	All LIS emails to have the prefix 'LIS' in their subject line.	Note	
5.10	RHa has distributed a spreadsheet to the committee of public and third sector potential contacts. NG and SW have provided contacts, there are still some missing. RHa to conclude research into contacts.	RHa	Ongoing
5.11	RHa to keep events list up to date and distribute with each meeting	RHa	Ongoing
5.12	RHa to combine and issue subcommittee reports, agenda and previous meeting minutes to committee prior to next meeting. Note reports must be issued the day before the meeting	RHa	Ongoing
5.13	RHS Green Planit Challenge. Membership and students notified for the October event in Glasgow. The LI requested that any LIS members who sign up are notified to Poppy Smith	RHa	Ongoing
5.14	Kenny Fraser clarified position/options for students via email to Chris Sheridan at LI. RHa to post information about P2C issue on website.	RHa	Ongoing
5.15	RT confirmed that SJ cannot assist with the brief for the exhibition 'Buildings in the Context of Landscape' in December	Note	
5.16	Xylella fastidiosa European update report to be posted on LIS website	RHa	
6.0	POLICY & DEVELOPMENT OFFICER'S REPORT & MATTERS ARISING		
6.1	Work plan - Forward Work Plan to be discussed under Business Plan meeting 31st October. Current work is based on the 2016/17 work plan and job description as agreed with MT April 2016 and subsequent committee discussion items.	RHp/RT	Ongoing
6.2	Wind turbine report – MvG has not commented on draft letter intended to go to LIS members who responded to Feb 16 consultation regarding the Height and Distribution of Wind Turbines in the Scottish Landscape. RHp & DW will now finalise letter to consultation respondents. This item is now urgent for completion. To follow this Rebecca will attend SNH's SGP event 7th December "Repowering Wind Farms" on behalf of LIS where consultation/discussion conclusions likely to be discussed and we need a position on where we are with this internal LIS discussion.	RHp/DW RHp	Ongoing Ongoing
6.3	Landscape 2020/LIS 2017 Conference - Ongoing discussions with various parties for LIS Autumn 2017 Conference RHp meeting with Met with Green Belt Alliance Convenor on greenbelt topic, has responded informally to urban edge housing proposals in SE Scotland. Continuing liaison with Lisa Mackenzie at ESALA on conference topic with planning focus areas. Approached possible speakers while attending London conference "Building Prosperous Cities". Vincent Goodstadt/Max Hislop/Jonathan Porter,	RHp/ RT ESALA/ /SNH	Ongoing
6.4	RIAS - Revised annual lease completed for LI to sign on behalf of LIS for commencement April 2017 RHp in contact with Penny Beckett/FOLAR re Scottish Archive proposal for development and working with Amber Roberts research project. Research grants are highlighted under 10.8	Note Note	 Ongoing
6.5	Plant Biosecurity - 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 Xylella fastidiosa European update meeting at SASA September 13th report received	RHp	Ongoing

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	Simon Odell LI Technical Officer asking for more info & updates on plant biosecurity activity in Scotland. To be discussed	RHp	Ongoing
6.6	Creating places policy - Next meeting with PADS & Sandy Robinson due Autumn 2016. No date yet. LIS to Discussion proposed agenda items before next liaison meeting with PAD.DM &/or RT to attend liaison meeting.	RHp/DM/ RT	Ongoing
6.7	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. Vision for Uplands part of LUS in discussion with SNH team	RHp	Ongoing
6.8	Scottish planning system review - SG's response to Planning Review Report now published (11/7/2016). RHa has provided link from SG website to LIS website with comment/intro under news? RTPI Policy Office - contact has been made on Planning Review matters. RHp & JSW both attended meeting 28/9/16 at RTPI. RHp responded to draft RTPI research paper.	Note RHp/JSW	Ongoing
6.9	<u>Manifesto/LIS Promotion Doc</u>		
01	Initial 2-page draft by committee & other member input. Followed up by a colour brochure with Scottish project eggs included for Spring 2017 Launch and use at various events eg LIS Autumn 2017 Conference	Note	
02	Subgroup confirmed as Sue Evans/Hamish Nielson/Dan Walker/Jack S. Meeting on draft structure/content with Hamish Neilson took place 11th Oct. First draft/structure for subgroup comment to go out by email end Oct. Half day meeting with HN arranged due to limited day time availability of sub group members	RHp/SE/ HN/JSs	Ongoing
03	It was agreed that this should be an inclusive document and involve public, 3 rd sector, education and private sector. Membership will be consulted after the Heads of Practice event which will include all above representatives	Note	
04	DW confirmed discussions with RHp that they aim not be to reinvent the wheel and use as much existing material as possible. The committee also need to give time for full consultation and on that basis the Scottish Parliament event should be postponed until April 2017. A new title to be agreed.	DW/RHp	Ongoing
6.10	Attended Ecosystem Knowledge Network Conference 27 th Sept, EIA Transposition Consultation Workshop at Vic Quay 5 th Oct, Planning Forum on Planning Review at RTPI 28 th Sept, EdArchAssoc 26 th Oct, Bill Cairns requested update meeting 13 th Oct.	RHp	Ongoing
6.11	RHp required to attend LI Policy Comm & meetings focused on devolved nations 23 /24 th Nov 2016	RHp	Ongoing
6.13	Consultations & responses in prep/ongoing: EIA Transposition, A&DS Strategy, LandUse Strategy/Planning Review – RTPI Research	RHp	Ongoing
6.14	Meeting with Director of Horticulture & Learning at RBGE at invited dinner event – he's keen to work with us on possible biosecurity training (tree disease issues/recognition for planting design & specifications etc) seminar for our members.	RHp	Ongoing
6.15	AOB: LI Welsh Branch Policy Officer recently signed for personal reasons	Note	
7.0	COMMUNICATIONS SUBCOMMITTEE REPORT		
7.1	RT has sent review comments to DW for update of website	DW	Ongoing
7.2	LinkedIn LIS Members page now at 49 members. Several posts made over the last month, plus members of group starting (slowly) to post discussion.	Note	
7.3	Twitter – DW promoting latest RtUL Exhibition location – Dundee - along with daily tweeting/retweeting of relevant content	DW/SJ	Ongoing
7.4	Website statistics show a slight improvement on last month's performance	Note	
7.5	DW to put link to google calendar on the home page.	DW	
7.6	RtUL –Scottish Parliament Building. A date has been fixed for February 2017. Committee agreed a revised date in April was more appropriate for the Manifesto Launch. DW to discuss with Scottish Parliament event space organisers.	DW	Ongoing
7.7	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
7.8	DW and RHa in correspondence with Louis Varley and Paul Lincoln at the LI in relation to the new LI and Branch websites. New LI website now live, Louis Varley at LI single handily progressing website updates for branches in due course. LIS to make suggestions as and when Louis has capacity	DW/RHa	Note

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	SW asked about the possibility of including new projects on the LIS website. RT stated that she was reluctant to place our website on hold until the LI finalise their programme and it was agreed that in the meantime Scottish practice case studies in existing format can be added to the website.	DW	Ongoing
7.9	Built Environment Forum Scotland (BEFS) have contacted us via Twitter to request a blog article about the LIS. http://www.befs.org.uk/blog DW to liaise with RHp to pull something together for 3 November.	DW/RT/ RHp	Ongoing
7.10	LIS email account checked while RHa on holiday. RHa to follow up.	Note	
7.11	DW to prepare a list of passwords for committee use	DW	
8.0	EDUCATION SUBCOMMITTEE REPORT & MATTERS ARISING		
8.1	No report issued.		
8.2	Following on from Poppy Smiths presentation it was agreed that the committee would be divided into Pre-University following the review of the LI strategy for Scotland by NG. RT would head links with ESALA with assistance from JS, RHp and SW. JS agreed to provide details for alternative contacts	Note Note	
8.3	Careers talk at ESALA on 26 October 16 with assistance of RW and SW.	Note	
8.4	JSs has volunteered with 14 others for Ambassador's for Landscape.	Note	
8.5	JSs has forwarded link to E-SCAPE website to be advertised on the LIS website. In future, LIS events can be advertised through ESCAPE	Note	
8.6	RHS Green Planit Challenge. 2 members signed up for and attended	Note	
8.6	PS has been in contact with Skills Development Scotland. Follow up forms part of the pre-university strategy	NG	Ongoing
8.7	RUL Travelling Exhibition – refer to item 3.3 05	Note	
8.8	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
9.0	EVENTS SUBCOMMITTEE REPORT & MATTERS ARISING		
	Refer to also to attached event schedule.	Note	
9.1	FOA House & Garden for an Art Collector competition complete & awards evening attended by at least 40 people – (Refer Report Item 11.1)	Note	
9.2	Reflections Event no 2 hosted in October. Speakers have been thanked with a gift. Numbers show 83 attendees but only 45 attended. Refer to Item 3.1 for using EventBrite charging system in future for no shows. The event was recorded by Webtrail. RT to request confirmation if stills can be taken from the video. RT requested that banners & postcards to be used at all events New LIS banners are to be provided by LI. DW will liaise	Note RT Note DW	Ongoing
9.3	SuDs event to be held 4 th November. Tickets sales 30. VAT is being collected on these ticket sales. JR now added as an administrator on the EventBrite account. There is a free EventBrite Organisers smartphone app to allow you to monitor sales etc and to check/scan in attendees on the day. Badges are required for attendees. NB to liaise with RHa to print these as well as providing postcards. 2 LIS banners were issued JS, DM will assist NB in setting up in the morning. JS will also take photo's	NB Note NB/ RHa JS/DM	Ongoing
9.4	SW & RW attended EASLA today with Poppy Smith to assist in a LI / LIS presentation to students.	Note	
9.5	RUL exhibition is now in Dundee, display boards updated by DW to include Glasgow and Edinburgh projects. Next event stop is Dumfries.	Note	
9.6	Manifesto launch: DW has an agreed date from the event organiser for the Scottish Parliament. 27 th Feb 2017. This was agreed to be put back until April. The RUL or the LI Greenbelt exhibition could also be displayed.	DW All	Ongoing
9.7	JSs offered to ask for student assistance for any events that require volunteers.	Note	
9.8	People who have already signed up to Ambassadors for Landscape to have been asked if they would attend CITB or Skills Development events on behalf of the LIS.	RHa	Ongoing
9.8	FOA Exhibition: Buildings in the Context of Landscape - Refer to Item 11.3. Dundas Street Gallery. Associated events agreed as: - 6 th December: Exhibition opening – invitation only. Agreed list to be prepared but to include built environment professionals, 8 th December - PechaKucha (20 slides each shown 20 seconds) followed by	Note	Ongoing

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	<p>Christmas party. Speakers agreed as:-</p> <ul style="list-style-type: none"> • SW Party Light Box community street art project. • RT – Landscape Photography • JS – subject tbc • IWA – subject tbc • Dan Cook new CEO as intro (RT to contact) <p>CW to check venue capacity for party</p>	<p>SW</p> <p>RT CW</p>	<p>Ongoing</p>
9.10	<p>FOA final celebration event held at Dundee Contemporary Arts Centre on 18 November – it was agreed that this was an event that the LIS would attend if invited and network at. AC confirmed we are invited and decision to be made on who would attend.</p> <p>A&DS have requested that the RUL exhibition should form part of the exhibitions – refer to Item 3.1</p>	<p>DM/AC</p> <p>DM/CW</p>	<p>Ongoing</p>
9.11	<p>The Society of Architectural Historians conference in June 2017 could be tied in with the MT Gold Medal award as the re may be an exhibition focusing on the Scottish influence in the USA including MT work.</p>	<p>RT/AR/LI</p>	<p>Ongoing</p>
9.132	<p>The LAUDF at A&DS has been confirmed as 8th December – Kate Girvan has suggested we forward our contacts to advertise to LIS public sector members,</p>	<p>RT/RHa</p>	<p>Ongoing</p>
9.14	<p>Scotland's Towns Partnerships conference is November 2016.</p>	<p>DM</p>	<p>Ongoing</p>
10.0	STRATEGIC PLANNING COMMITTEE REPORT & MATTERS ARISING		
10.1	<p>Business plan - a strategic review with committee input possibly followed up at the Heads of Practice Event. Committee members are RT/CW/RHp/DW. Date of initial meeting is 31 October 2016. This will also feed into public and private sector strategy for 2017.</p>	<p>RT/CW/ RHp/DW</p>	<p>Ongoing</p>
10.2	<p>The following strands are from the current Strategic Planning strategy: -</p> <ul style="list-style-type: none"> • Understanding key issues affecting the private sector • Making the Most of Masters: The value of Landscape consultancy to the Scottish economy, and strategies for future growth. • Practice Events on Key Issues • Knowledge Transfer • Young & Seasoned Practitioner Engagement: LIS Reflections Series • Archive and Historical Review 	<p>Note</p>	
10.3	<p>Understanding key issues affecting the private sector in Scotland – combining the results of the private sector survey, Stirling Business School research and Heads of Practice Event</p>	<p>Note</p>	
10.4	<p>Making the Most of Masters - Understanding the economics of the private sector in Scotland. Stirling Business school research into Landscape Industry.</p> <p>NB provided a report on this which demonstrated that insufficient statistics was collected by the student for any meaningful use by the industry. This was for several reasons including sensitivity of information, late requests by students and lack of responses from those contacted. There are lessons that could be learned from this and a decision should be made whether we try again next year</p>	<p>NB</p>	
10.5	<p>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)</p>	<p>NB</p>	<p>Ongoing</p>
10.6	<p>Knowledge Transfer- Getting the private sector to engage more with each other to benefit profession.</p> <p>Heads of Practice Event – to debate key issues affecting the sector and input into the Manifesto. Date to be agreed in January but before launch of manifesto.</p>	<p>NB</p>	<p>Ongoing</p>
10.7	<p>LIS Reflections Series: Greater engagement between the less experienced and more seasoned practitioners. A further event is planned for early 2017</p>	<p>SJ</p>	<p>Ongoing</p>
10.8	<p>Archive and historical review – Learning from the Past</p> <p>Amber Roberts provided an update on grant applications including a BA Small Research grant of £10,000 to help with the exhibition costs to align with the Society of Architectural Historians Conference in June 2017. They would like to use that as an opportunity to advertise LIS too focusing on the work of Michael Brown (held at MERL), Frank Clark, Mark Turnbull and Peter Daniels. Alongside this we could set up a research blog that begins to document our findings while</p>		

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	<p>advertising the works of these landscape architects (with the costs for this covered by the grant). She will advise of results Key archive material requires to be accessed is Mark Turnbull's, Gillespie and Peter Daniels (located at ESALA). Nigel Hackett. Information will be collated and located in one place (RIAS) or will have links to it from the LIS Archive and MERL. RT has gained support from the current LI president for this.</p> <p>AR has confirmed that she is having difficulty locating Peter Daniels material. RT has requested information form MvG</p> <p>RT has contacted Steve Nelson at Gillespies and confirmed that they support the idea of a Scottish archive. They need to review what is in storage and plan to undertake this early 2017. They would be delighted for any assistance.</p>	<p>RT</p> <p>RT</p> <p>RT</p> <p>RT</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>
11.0	FOA REPORT & MATTERS ARISING		
11.1	<p>FOA Design Competition: House and Grounds for an Art Collector – eight teams entered the competition and six submitted proposals. Judging and presentation of awards took place on Wednesday 28 September 2016 at the Royal College of Physicians and Surgeons Glasgow.</p> <p>Judges were Noel Farrer (Past President of the LI), Bill Cairns FLI, Jill Gerber of Cyril Gerber Fine Art and Compass Gallery, Sandy Robinson (Scottish Government Architect) and Glasgow architect and Past President of GIA Fiona Sinclair. The judging team was expertly guided by Alan Cameron.</p> <p>Attendance at the awards evening was managed through Eventbrite and the event was a sell-out. After a thoughtful and thorough introduction by Acting Chair Rachel Tennant, members and guests sat enthralled by an excellent presentation by Diarmaid Lawlor Head of Place at AD+S. Prizes were presented by Karen Cunningham of RIAS and Director of the Festival of Architecture. All Judges, speakers and presenter of awards have been thanked for their contribution</p> <p>Winner of the Festival Award was Keith Horner and Neil Gillespie OBE. First runner up were James Trevers with Nicky Thomson and Rowan Mackinnon-Pryde. Second runners up were Gerard O'Brien and Amie Jane Routledge – they also won the popular vote held during the ensuing brief exhibition. The winning entry has been retained for display at the December FOA exhibition.</p> <p>The event was filmed by Colin Campbell and professionally photographed with a view to showing the event online. RT co-ordinating final video.</p>	<p>Note</p> <p>Note</p> <p>Note</p> <p>RT</p>	<p>Ongoing</p>
11.2	<p>Rethinking the Urban Landscape (RUL) – The exhibition has been shown at A+DS Edinburgh, Eastgate Shopping Centre Inverness and the Mitchell Library Glasgow. It is currently on display at Dundee Central Library (to the 31 October 2016) followed by a month in Dumfries Museum in December. RedBlu Graphics Ltd has transported the exhibition, but as each layout of the display panels has been very different from the next, it proved to be easier for C Wunsch to install the display, rather than reconfigure and specify a layout in detail for each venue. Dumfries will install themselves.</p> <p>A&DS have requested that RUL is to be included as part of the finale event for FOA in Dundee on 18 November. DM to co-ordinate</p> <p>Eight feedback forms were filled in for the display at the Mitchell Library.</p> <p>The Dumfries exhibition will be complimented by an LI careers event and a presentation by RT on the theme 'What is Landscape Architecture?'</p>	<p>Note</p> <p>Note</p> <p>DM Note</p> <p>Note</p> <p>Note</p>	<p>Ongoing</p> <p>Ongoing</p>
11.3	<p>Exhibition: Buildings in the context of landscape – The exhibition venue has been booked at the Dundas Gallery (formerly the Bourne Gallery), Edinburgh for 4-10 December 2016.</p> <p>The brief for the exhibition is in development but will be quite open, allowing a wide range of ideas, formats and presentations to be included. CW leading with</p>	<p>Note</p>	<p>Ongoing</p>

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	<p>presentation. Mary is a board director of LDA Design, and EIA lead for the company. The event is scheduled for late October. No date has yet been settled.</p> <p>Environmental Impact Assessment <i>It has been agreed that this event will be postponed until after the Scottish Government review of consultation due for publication on 31st October.</i> <i>Mary Fisher has agreed to make a presentation when this is revived. Mary is a board director of LDA Design, and EIA lead for the company. The event is scheduled for late October but no date has yet been settled</i></p>	<p>JSW</p> <p>JSW/MF</p>	<p>Close</p> <p>Ongoing</p>
13.5	<p>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</p> <p>JSW has spoken to Raffaele Esposito about either having a second representative from LIS or alternating JSW and NG. Raffaele responded that he only chaired the meeting and it was up to GIA to decide membership. The current situation is that Tim Grey the President, Paul Stallan who is due to take over as Vice Chair for the GUDP, and Jim Webster who is the GIA representative will be consulted and give a view at their next meeting.</p> <p>Glasgow Urban Design Panel <i>JSW has spoken to Tim Gray, President of the Glasgow Institute of Architects who has informed that the current rules that there can be only one representative per organization but he has no objection to representatives alternating. This matter requires internal discussion and decision together with arrangements for other Design Panels</i></p> <p><i>The next meeting of the Panel will be on 3rd November</i></p>	<p>NG/JSW</p> <p>JSW</p> <p>JSW</p>	<p>Close</p> <p>Ongoing</p> <p>Ongoing</p> <p>Note</p>
13.6	<p>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</p>	<p>Note</p>	<p>Close</p>
13.7	<p>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-convenor of their Communications Committee, Caroline Dearden.</p> <p>AC suggested that in the interim he should be invited to the FOA Competition Awards ceremony</p> <p>FOA Competition Awards <i>Tim Gray was unfortunately unable to attend due to an RIAS Council Meeting but JSW followed up with a report to him and a set of photographs of the event.</i></p>	<p>AC</p> <p>JSW</p>	<p>Close</p> <p>Close</p>
13.8	<p>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</p>	<p>All</p>	<p>Close</p>
13.9	<p>Publication – Growing 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.</p>	<p>All</p>	<p>Close</p>
13.10	<p>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.</p>	<p>All</p>	<p>Note</p>
13.11	<p>Promotion of Profession to Schools JSW attended the CITB seminar at GRREC Glasgow on 13th October attended by Education and CITB Regional Advisers and some School Teachers. There were two main presentations, the first by Viridor describing their new £154mn waste</p>		

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	disposal site that will deal with 200,000 tons of waste annually, and the second by Lindajane Sutherland of CITB who concentrated on school's regional advisers and their services and explained the new 'goconstruct' web site described in 12.13 below. An opportunity was afforded to JSW to give a short presentation on a career as a landscape architect and the latest LI brochure 'Be a Landscape Architect' was distributed. CITB now have ten career advisers, each covering a specific area of Scotland, and it should be possible to attend similar seminars in these areas depending on the number of 'ambassadors' that become available.	Note JSW	Close Ongoing
13.12	Skills Scotland Show took place at the SECC 26-27 October. LIS shared the CITB stand. JSW attended with A McLatchie as another volunteer. Poppy Smith provided have the latest LI brochure to distribute.	Note	
13.13	Website goconstruct.org – CITB suggested that this is the website where information is available for all construction careers. There is a section on Landscape Architects and reference to the LI website. They thought that if we registered as an influencer we would have access to marketing materials, presentations and activities to aid in our mentoring role. It also has the Experience Matching Service where you can upload any careers opportunities we may wish to offer as well as search for any schools requesting industry input at careers events. Poppy Smith has been informed about these and will contact the CITB Careers Adviser to discuss further detail	All	Note
13.14	Next Meetings: <ul style="list-style-type: none"> 13-Oct-16: GIA Council (cancelled) 20-Oct-16: Glasgow Urban Design Panel (cancelled) 	JSW	Close Close
13.15	Delivery Status Notifications <ul style="list-style-type: none"> BEFS: Built Environment and Brexit 2-Sep-16 RIAS News and Events 2-Sep-16 	All	Close Close
13.16	Edinburgh Urban Design Panel – 16-Dec-16: There will be an annual review of the Panel which will be attended by our representatives	All	Ongoing
13.17	Event to be added to website Tbd: New Glasgow City Centre Residential Strategy - Consultation	RHa	Ongoing
13.18	Support for Internationalisation for Scottish Construction Professionals <i>Scottish Enterprise wants to support practices wishing to export their skills and they need your advice and support to make this happen. Scottish Enterprise has met with the Scottish construction professional institutes to consider how the agency might lend support to practices already operating outwith Scotland and others who aspire to do so.</i> <i>The RIAS have asked members to respond to the following questions to help their ongoing discussions with Scottish Enterprise.</i> <ul style="list-style-type: none"> What professional services do you currently offer to clients from outwith Scotland? Have you won any UK or international awards? Do you have links with overseas suppliers of professional services? What do you think the advantages of a Scottish offering might be? (e.g scale – not too big, personal service, history and professional reputation, expertise, practical, risk management. There seems to be no mention or recognition of landscape. JSW requested to explore this with Scottish Enterprise then inform membership.	JSW	Ongoing
13.19	UK Built Environment Advisory Group (UKBED) <i>This group was recently launched at 'Habitat III', the United Nations Conference on Housing and Sustainable Urban Development. . Founded by the RIBA, the RTPi and IStructE the group bring skills in sustainable development, planning, infrastructure, architecture, structural engineering and project management to support UK and international governments and agencies in various scenarios.</i> <i>The core skills set out as necessary to determine where to build, what to build and how to build offered by members of the group are Town and Country Planning, Strategic Master Planning, Policy Making, Infrastructure, Urban Design, Place Making, Architecture, Structural Engineering, Community and stakeholder engagement.</i>		

	There seems to be no mention or recognition of landscape in it. RT has advised Simon Odell Technical Committee and Steven Russell Policy Officer in LI who will follow this up.	Note	
13.10	<p>Scottish Forum for Planning <i>The Forum took place 28 September at the RTPI Scotland Headquarters in Edinburgh, and was attended by JSW and RHP.</i> <i>The Agenda included papers on the subjects of Planning Review and White Paper; Implications of Brexit; The Value of Planning; Member Update</i> <i>A summary is as follows:</i></p> <p>Planning Review and White Paper and the Value of Planning <i>The discussion was opened with an overview of the current status of the planning review. A White Paper will be drafted by November, ready for publication by the end of the year. The Programme for Government committed the current administration to a Planning Bill early in its life, but not in 2016/17. It is hoped that the legislation will be incorporated into the 2017/2018 Parliamentary calendar. A participation statement has been published, and there is likely to be active engagement during the consultation period on the White Paper.</i> <i>A draft RTPI Scotland think piece was tabled for comments and input from the Forum. It was suggested that infrastructure, including more explicit mention of green infrastructure, should lead the themes, given that it is commonly the failure to deliver infrastructure that holds up delivery of housing and other place-making goals.</i> <i>This gave rise to the fact that the challenge of land ownership is still to be overcome. Compulsory Purchase legislation will also be a priority for the Government during the current Parliament.</i> <i>Support was given to the Working Groups established by Scottish Government to take forward the recommendations of the planning review. A key challenge will be addressing crossover between the different themes, for example, SPZs need some level of thought under Development Management, Development Plans, and Housing.</i></p> <p><i>It was agreed that a key challenge is how to place planning more centrally in Scottish Government decision making. The NPF also presents a key opportunity for raising the profile of strategic spatial thinking.</i></p> <p><i>The role for RTPI Scotland in communicating the value of planning, as more than a regulatory activity, to the non-planners and the public was emphasised.</i></p> <p><i>The Place Standard Tool is a further opportunity for repositioning planning. It is already used widely within Government, beyond housing and regeneration. Linked to this, place-making will be included as a concept in the Planning White Paper.</i> <i>The role of local politicians was highlighted, and the need to improve trust in professional officers. It was suggested that training for elected members should be focused on improving understanding of the development process, and analytical skills, rather than a simpler 'licence' to make decisions, based on knowledge of planning process.</i></p> <p><i>The complexity of the Development Planning process was raised as a barrier to the engagement of non-planners. In comparison to other local government strategies and activities, the development planning process is extremely long and complicated, making it difficult to make links to other specialisms.</i></p> <p><i>The two key priorities of the Key Agencies Group are fees and charging and the relationship between Scottish Planning Policy and Development Plans.</i></p> <p>Implications of Brexit <i>Those members of the Forum with UK-wide operations confirmed that response to Brexit was being led by UK teams. The two major issues identified by the Key Agencies Group were continuity of funding and staffing.</i></p> <p><i>The European Landscape Convention was highlighted as a useful tool outwith</i></p>		

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	<p>of European Union structures, as it belongs to the European Council. It includes important statements about community engagement.</p> <p>Along with the planning review, the opportunity for Scottish Government to define a uniquely Scottish approach to process and regulation was mooted, including providing certainty. It will be important to ensure that this approach (including the planning system) does not make Scotland a less attractive place for investment.</p> <p>Information Technology Taskforce Scottish Government will be convening an IT Taskforce, in response to one of the recommendations of the t planning review. The group suggested that the taskforce could explore six potential areas for making better use of technology:</p> <ul style="list-style-type: none"> • Communications and public relations • Visualisation • Development Management • Presentation of Development Plans • Data management • Data Protection and Freedom of Information <p>It was agreed that the RTPI would coordinate suggestions from members of the Forum of individuals with relevant expertise who could sit on the IT Taskforce</p>		
		JSW/RHp	Note
13.21	<p>Planning Review and White Paper A further meeting of the Scottish Forum for Planning was proposed once the White Paper has been published to take place in mid to late January 2017</p>	JSW/RHp	Note
13.22	<p>Alexander Greek Thomson Next year is the centenary of the architect Alexander Greek Thomson. The GIA with A+DS are considering possible events and welcoming ideas. It is understood Glasgow City through the Lighthouse may also be planning events.</p>	JSW	Note
13.23	<p>Architecture & Design Scotland A&DS have published a consultation document for their Corporate Strategy 2017-2020 and are seeking comment.</p>	DM	Note
13.0	AOB		
13.1	CW requested details of scale of conference planned by Rhp for 2017. Additional help regarding management and obtaining sponsorship may be required from Bill Cairns. RHp to confirm	RHp	
	<p>NEXT COMMITTEE MEETING TO BE EDINBURGH: 23 November 2016: 6-8pm RHa to advise of location (alternative to library)</p>	Note	