

Landscape Institute Scotland

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	comment no later than 8.02.17	All	Ongoing
	CW to prepare an annual financial plan based on this.	CW	
4.2	Draft Manifesto – issued to committee for comments. Responses to be in by 08.02.17	All	Ongoing
	Document to be discussed at Senior Practitioner event in early 2017. (see events report)	Note	Ongoing
	LIS Chair has given commitment to Policy Officer for another year working on policy and communications for LIS from April 2017. New priorities will be taken from the business plan and Manifesto.	RT/RHa	Ongoing
	RHp review to be undertaken by RT and HN but due to work commitments abroad by RT and RHp the review will be co-ordinated when all are available	RT/HN	Ongoing
4.3	Visit by CEO organised for 6/7 February. RT has organised meetings with <ul style="list-style-type: none"> •CEO – RIAS •CEO – RTPI Scotland •Head of A&DS •MT Gold Medal Award group (see 4.4) •meeting with Kenny Fraser has been organised by LI 	RT/RHp	Ongoing
4.4	The MT Gold Medal Award – This is planned for the AGM 26 th April 2017. A team including Vanessa Stephens, Alan Cameron, Rebecca Hughes, Bill Cairns and Marc Van Grieken has been set up to agree citation, inscription and speakers. Meeting 6 th February 17 (see events report)	RT	Ongoing
4.5	Chair of Devolved Nations meeting - RT has contacted new CEO to organize a teleconference call meeting with chairs of NI and Wales. This is on hold until new CEO proposes his agenda.	RT	Ongoing
4.6	LI Advisory Council Meetings and Branch Rep Meeting		
4.6.1	LI Leadership Retreat - LI are hosted a LI Staff, Board and Council retreat that RT attended in Manchester in January. It involved lots of inspirational talks to inspire and lots of group workshops to ensure we all engaged. Key aims:- <ul style="list-style-type: none"> • Methods to increase membership • Focus areas for LI over the next year while they prepare their business plan. Awaiting final report to see how it ties in with our Business Plan .	RT	Ongoing
	RT noted that the CEO and others commented that the LIS is one of the most active and interesting branches of the LI and thanked the committee for their work	Note	
4.6.2	Next Council meeting will be July 2017 and by that time a new LIS Branch Rep will be attending. RT would like to see if a current member of the committee could take this role on or that nominations are provided in advance of the AGM. It involves 2 council meetings (July & November including a pre-branch rep meetings plus one leadership retreat in February.	Note	
		All	Ongoing
4.7	Branch Constitution. RT issued suggested amendments to all branch reps and Andy Wallace at the LI who is still to respond.	RT	Ongoing
4.8	RIAS Office Lease – This has been signed by both parties (LI and RIAS). Start date is April 17.	RT	Ongoing
4.9	Mrs Turnbull – Honorary membership has been proposed by RT and she has responded accepting.		Note
4.11	ESALA Building Bridges: Refer to Education report.	RT	Ongoing
4.12	E-scape: RT and RH attended meeting (see Education report) Greg Meikle has also expressed interest.	RT	Ongoing
4.13	Ambassador for Landscape scheme – RT has written to all the LIS 14 ambassadors registered welcoming them and inviting them to committee meetings.	Note	

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5.0	ADMINISTRATOR'S REPORT & MATTERS ARISING		
5.1	RHa to remain freelance for the remainder of their time with the LIS	Note	Ongoing
5.2	RHa contacted Paul Lincoln again asking for further information on the Greenbelt exhibition. As yet, no reply.	RHa	Ongoing
5.3	RHa to keep events list up to date and distribute with each meeting. RT to provide latest events list prepared.	RHa/RT	Ongoing
5.4	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
5.5	RT noted discrepancy in the number of members listed by dotmailer and the number of members on the member's portal. RHa spoke with Louis Varley at the LIS to confirm that the numbers on the membership portal are correct.	Note	
5.6	RHa has passed list of manifesto launch contacts to DW. Awaiting further instructions regarding the marketing of the event		Note
5.7	Committee to forward RHa any additional public sector contacts they have	All	Ongoing
5.8	RHa contacted Chris Rankin who was able to book the Hunter Lecture Theatre for the evening of the 26 th of April for the AGM	Note	
5.9	RHa typed up notes from their annual review and passed to RT along with list of actions from the business plan that the administrator can assist with	Note	
5.10	RHa sent out request for members who were interested in representing the LIS on the Urban Design Panel and received three responses. These have been passed to JSW.	RHa/JSW	Ongoing
5.11	RHa in the process of listing members' descriptions of their profession from the membership portal.	RHa	Ongoing
5.12	RHa has begun publicity for the David Skinner Memorial Lecture	Note	
5.13	The website statistics have been worryingly low this past month. RHa and DW must meet as a matter of urgency to discuss a more effective website and social media strategy	RHA/DW	Ongoing
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
6.1	Work plan - Forward Work Plan partially discussed at Business Plan meeting 31st October. Current work based on the 2016/17 work plan and job description as agreed with MT April 2016 and subsequent committee discussion items. TBC for 2017 plan	RHp/RT	Ongoing
6.2	Wind turbine report – RHp will draft letter for RT to go to LIS members who responded to February 2016 internal consultation regarding the Height and Distribution of Wind Turbines in the Scottish Landscape. RHp and DW attended SNH's SGP event 7th December "Repowering Wind Farms" on behalf of LIS where the above consultation/discussion report was mentioned as circulated to SG(not officially), even though it was confidential to members only. Therefor urgent need to set holding conclusion that no consensus amongst LIS members but debate is highly likely TBC – clearly apparent from the SGP event mentioned above.	RHp/DW/ RT	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 various contacts on conference topic with planning focus areas. Approached possible speakers while attending London conference "Building Prosperous Cities". Vincent Goodstadt/Max Hislop/Jonathan Porter/Bruce Goodfellow. Need to connect with Public Health agenda via Prof Harry Burns & Planet Earth2 Urban Programme.	RHp/ ESALA/RT /SNH	Ongoing

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	Approached Danny McK/A+DS about using eggs from their Best of Best brochure many of which have landscape components & they have electronic graphics for already. Response positive – key contact to be advised.	All	
6.10	Attended FoA Dundee finale evening 17 th November to Rep LIS at our Recreating Urban Landscapes Exhibition at Dynamic Earth. Met Fiona Hislop who was complimentary about landscape – to build on this! Attended RSPB xmas reception for LIS/APRS – nothing particular to report	RHp	Ongoing
6.11	RHp attended LI Policy & Communications Committee meeting focus on devolved nations 23/24 Nov 2016. Agenda and minutes papers will be available on LI website. Presentation on Natural Capital/Ecosystem services valuation started meeting.	RHp	
6.13	Met with CEO (with RT/NB/JSW) – item on Manifesto 8 th December positive response	RHp	Ongoing
6.14	New LI Head of Technical Committee has been confirmed as Marc van Grieken and he will also become one of the Board of Trustees. Visual Representation of Windfarms updating Guidance by SNH Scottish Renewables expected consultation by LIS/LI but not known about till too late for consultation to happen – we need to establish protocol for those attending meetings on behalf of LIS.		Ongoing
6.15	Cross party working group – RHp attended recent meeting. Noted that RTPI have published a paper responding to matters raised.	Note	
6.16	Recent Government documents have been released for consultation. <ul style="list-style-type: none"> • Scottish Government Draft Energy Strategy • Onshore Wind Policy Statement • Wildland Strategy • Local Landscape Areas <p>RHp will provide response but requires input to ensure that she can give an adequate overview of the LIS position on them. It was suggested that the membership can be asked for their opinion on consultations. If RHp provides the key points of consultation RHa, will issue a dotmailer calling for responses Alternative suggestion was made for more targeted emails to those practitioners working in a relevant sectors DW suggested that Onshore Wind Strategy and Wildland Strategy comments could be obtained as an open debate as previously at OPEN. DW to contact James Welsh for his approval.</p>	All RHp/RHa DW	Ongoing Ongoing
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 62 members (as of 31 st January). Several posts made over the last few months, plus members of group starting (slowly) to post discussion. DW understands from correspondence with Ben Gosling at the LI that the LIS will have a new LIS LinkedIn account. RHa to follow up	All DW/RHa	Note Ongoing
7.3	LI Branch Website Refresh/update – no update on timescales/programme from Louis Varley at the LI DW/RHa has provided Louis with a list of broken or incorrect links on the existing LIS website as a result of the behind the scenes update work for new branch websites.	DW/RHa	Ongoing
7.4	RtUL exhibition and 'Manifesto' – Scottish Parliament Building. A date has been fixed for w/c: 1 st May 2017. Revised date provides more time for preparation for the LIS 'Manifesto' and will follow launch scheduled for LIS AGM 2017 (late April). DW to continue organisation discussions with Scottish Parliament exhibition space organisers.	DW	Ongoing

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	An evening event ('raising awareness event') has been provisionally booked for 6-8pm Wednesday, 3 rd May 2017 – for up to 100 guests. DW continue to liaise with Scottish Parliament events team and will submit appropriate paperwork in due course. This may need further liaison with our MSP sponsor. Budget for event TBC CW suggested the title for the paper could be "Promoting Landscape Architecture in Scotland"	DW Note	Ongoing Ongoing
7.5	LIS Manifesto sub-committee team to meet and progress planning for manifesto, exhibition and event on 10 th February at lunch time (time TBC) DW expressed concern about the timeline for the production of the final document and its presentation at the Scottish Parliament. The AGM is proposed as the initial launch a week before the SP event. DW agreed to prepare a timeline which incorporates consultation (Senior Practitioner event, wider LIS member consultation - via online survey?) and present on 10.02.17 Budget for preparation of Manifesto documentation TBC.	DW/RT/ RHp /CW DW RHp/CW	Ongoing Ongoing
7.6	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. Current Consultation responses required from LIS on: SNH Impacts on Wild Land Assessment Guidance and Scottish Government Energy Strategy & Onshore Wind Policy Statement – request for comments/responses from members required	DW/RHp RHp/DW	Ongoing Action required
7.7	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 before Christmas.	DW/ RHp	Ongoing
7.8	DW prepared a list of passwords for committee use. RHa to ensure safe circulation of these to the appropriate people.	DW/ RHa	Note
7.9	LI Branding Guidelines 2016 – LIS Documents: DW raised the requirement to update /create LIS documents using new branding guidelines. RT agreed to work with DW on critical documents. A review meeting to be set up. Details of LI compliant mail signatures circulated by RT – all committee members and staff should now use these	RT/DW All	Ongoing Note
7.10	DW confirmed that the LIS have a Drop Box 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
7.11	Potential to have a 'Best of Landscape in Scotland 2016' (or similar) Social Media campaign during 2017, inviting practices/members to submit images of Scottish landscape architecture related projects which can then be used on social media and new branch websites and potentially incorporated into the materials for the 'manifesto'	All	Ongoing
7.12	DW and RHa to arrange a meeting 2017 to discuss social media management and targets for 2017	DW/ RHa	Ongoing
7.13	RHa circulated events schedule as a Google Document and asks everyone to update as appropriate. RT was unable to open and requested it resent.	All/RHa	Ongoing
7.14	For a brief period dotmailer was inaccessible to the LIS. RHa was surprised by this as no warning had been provided by the LI. After contacting Louis Varley the issue has been resolved but there is a requirement for vetting of Dotmailer. RHa to test the process timeline with the next issue	RhH	
7.15	RHa to follow up with Louis Varley and find out how to get the charity registration number on the main page of the website	RHa	Ongoing
7.16	RHa to contact DM asking if there is content from the Best of the Best exhibition that can be put on the LIS website or used for the 'Manifesto'	RHa	Ongoing
7.17	As website activity was very low over Christmas and there is no programme for branch website update it was agreed that the practice images and text from the RUL could be included and SW contacted for OPEN projects based on his request		

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	last year. RHa also to send out dotmailer to the members asking for projects that can be added to the website	RHa	Ongoing
8.0	EDUCATION SUBCOMMITTEE REPORT & MATTERS ARISING		
8.1	Pre-University Education		
8.1.1	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. 	NG/RHa DM	Ongoing
8.1.2	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 forwarded strategy from PS to RW and JS and awaits comment	NG	Ongoing
8.1.3	NG to rearrange date to meet Alison Watt of Class of Your Own to discuss summer school or similar	NG	Jan 2017
	CITC – JSW suggested this is a key organisation to contact as they have the budget and resources	NG	Ongoing
8.1.4	Skills development Scotland – Careers events. This years have been added to the events calendar	JSW	Ongoing
8.2	University Education		
8.2.1	RT and RH attended meeting of E-SCAPE student group on 17.01.2017 and were introduced by JS. The hope is to build a better dialogue with ESALA students for mutual benefit and thereby influence the tutors and head of department as required by the LI accreditation process. Key items discussed:- <ul style="list-style-type: none"> Reviewing the syllabus and offering options for focused short workshops and presentations by industry professionals. This would be our suggestions but on invitation only from E-scape to avoid any concerns of influence over the course timetable. Example ideas include professional practice; construction site visits; meeting other professionals such as ecologists and engineers; landscape practices current projects. RH has forwarded contact details of a counterpart student organisation at Sheffield Uni for sharing of ideas. Aiming for early engagement at the beginning of a semester when students have more time. E-scape to advertise LIS events and encourage attendance also to promote membership and representation at LIS committee E-scape will forward contacts for new student members after elections in March 17. It was noted that many are 2nd and 3rd yr students of BA or Masters course and will working in industry for 9 months. 	RT/JS/RH	Ongoing
8.2.2	No date set for follow up meeting but Jack to forward course syllabus and timetable. RT has forwarded not of meeting to Greg Meikle who has also expressed interest in involvement with E-scape.	JS	Ongoing
8.2.3	LI Education Committee have confirmed thy are also experiencing difficulty liaising with ESALA. RT has pressurised LI to arrange a meeting with Kenny Fraser when the CEO visits 6/7 February.	RT	Ongoing
8.2.4	JS informed the committee that he had contacts for second and third year LA students that he would pass to RT JS to advise of the best times to hold events to ensure students will be in attendance.	JS JS	Ongoing Ongoing
8.2.5	RHa to compile a list of practices that offer internships and pass this to JS to put on the ESCAPE website	RHa/JS	Ongoing
9.0	EVENTS SUBCOMMITTEE REPORT & MATTERS ARISING		
9.1	Refer to also to attached event schedule.	Note	
9.2	Reflections Event no 2 hosted in October. The event was recorded by Webtrail. RT/SJ is liaising on completion of video due to overrun of the event	SJ	

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	New LIS banners are to be provided by LI for future reflections events DW will liaise	DW	Ongoing
9.3	Reflections Event 3: 'Glasgow Now': 29.03.17 – venue tbc Focusing on the biggest projects in Glasgow now. <ul style="list-style-type: none"> • Sighthill – LDA: • The Districts - Austin Smith Lord • The Shawfield Masterplan Filming event through webtrail	SJ RT	Ongoing
9.4	SuDs event 4 th November – Complete. NB has all speakers' presentations and will bundle them for presentation on the website NB will be meeting later this month with Julie Waldron and Swaantje Ridegh (our LIS representatives on the SuDS Working Group), prior to us attending a workshop with Scottish Water. This follows on from discussions with SW at the SuDS event, and comments issued to them in response to sight of their draft Sewers for Scotland revisions.	NB/RHa NB	Ongoing NB
9.5	RUL 2016 complete: New locations Battleby and Scottish Parliament (see 9.6)	CW/DW	
9.6	Manifesto launch: DW has an agreed date from the event organiser for the Scottish Parliament. May 2017. CEO and President to be invited plus CEO's form other professions The RUL could also be displayed.	DW	Ongoing
9.7	CITB / Skills Development/ careers events (see JSW Report) – date put in diary for next year	Note	
9.8	Charging for Events: Eventbrite allows a system of free entry but charging for no shows – RT requested confirmation of this. 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
9.9	Year of History, Heritage, and Archaeology - The Society of Architectural Historians conference in June 2017 celebrating the work in exhibition of MT and Frank Clarke. RT to liaise with AR. Meeting set for 3 rd February. Funding support requested from FOLAR/MERL – Treasurer to confirm budget.	RT/AR/LI	Ongoing
9.10	AGM – confirmed date 26 th April 2017 at Hunter Theatre which has been booked. Key speakers around the Mark Turnbull Gold Medal Award to be discussed at meeting on 6 Feb. Sharon Turnbull and the President have confirmed attendance. RT is looking for ideas on speakers that would attract the students. It was agreed that Marks use of early computer technology in LVIA would be good, RHp suggested that Envision(Ian MacAuley and Mathew White) in Glasgow might be able to provide a speaker. JSW suggested the Forth Valley GIS team or the virtual reality team at Glasgow School of Art. MvG to be consulted for further speakers.	RT/RHp RT	Ongoing Ongoing
9.11	The LAUDF at A&DS 8 th December – RT requested update from Kate Girvan on our membership attendance. No response – Rha to follow up	RHa	Ongoing
9.12	Brian Evans – Learning form the Past. Towards a new Paradigm in landscape and environments. Which could form part of Year of History and Heritage. Meeting to be confirmed – preferred date is end March – Mid April. RT to arrange a later date	RT	Ongoing
9.13	David Skinner Memorial Lecture - Catalan Landscape Architect Marti Franch, founder of EMF. The date is confirmed as 08 March 2017. This has been advertised. RHa to re-tweet.	RHa	Ongoing
9.14	LIS Conference for Autumn 2017 – The Urban Landscape Edge/Growing Cities in Challenging Times. It was noted this may be optimistic given all the other events and could possibly slide in the programme	RHp	Ongoing
9.15	Year of Youth 2018 –JS to provide ideas from students	JS	Ongoing
10.0	STRATEGIC PLANNING COMMITTEE REPORT & MATTERS ARISING		
10.1	Business plan – Draft complete. To be reviewed at Senior practitioner event early 2017. The results will feed into public and private sector strategy for 2017.	RT/CW	Ongoing
10.2	The following strands are from the current Strategic Planning strategy for 16-17: <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 and Knowledge Transfer • Young & Seasoned Practitioner Engagement: LIS Reflections Series • Archive and Historical Review 	Note	
10.3	Understanding key issues affecting the private sector in Scotland – combining the		

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	results of the private sector survey, Stirling Business School research at the Senior Practitioner event. NB now looking for suitable venue, with the provisional date of 3rd March for a breakfast event	NB	
10.4	Making the Most of Masters - Understanding the economics of the private sector in Scotland. Stirling Business school research into Landscape Industry. There are lessons that could be learned from this and a decision should be made whether we try again next year	NB	
10.5	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. SUDs debate complete and a success. Follow-up event to be organized	NB	Ongoing
10.6	Knowledge Transfer- Getting the private sector to engage more with each other to benefit profession. Start of this will be the Senior practitioner event in February 2017	NB	Ongoing
10.7	LIS Reflections Series: Greater engagement between the less experienced and more seasoned practitioners. A further event is planned for February 2017 – see events report.	SJ	Ongoing
10.8	<p>Archive and historical review – Learning from the Past</p> <p>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>RT to meet Amber Roberts 3.02.2017 to discuss outcomes on grant applications for LIS archive in the following areas:-</p> <ul style="list-style-type: none"> • Society of Architectural Historians Conference in June 2017. FOLAR and MERL are not funding anything towards exhibition costs. LIS to confirm if costs could be made available for this work. 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. • RT has contacted Steve Nelson at Gillespies and confirmed that they support the idea of a Scottish archive. AR is looking at a grant to assess the Gillespie archive and will advise. • Vanessa Stevens is keen to develop a book on MT work. Again, AR can review potential grants available 	RT	Ongoing
11.0	FOA REPORT & MATTERS ARISING		
11.1	FOA Design Competition: House and Grounds for an Art Collector – this project has been completed (see November minutes for details of winners, judges and presentations). A FOA feedback form is in preparation.	CW	
11.2	<p>Rethinking the Urban Landscape (RUL) – Display of this exhibition under the umbrella of FOA has concluded with the display at Dumfries which ended on 7 January 2017.</p> <p>However future showings of RUL may include the Scottish parliament and SNH Battleby. These options are being worked on by DW and CW respectively.</p> <p>A FOA feedback form is in preparation.</p>	DW/CW CW	Ongoing
11.3	Exhibition: Architecture in the Context of Landscape – This project has been completed. A FOA feedback form is in preparation.	CW	
11.4	<p>RHa has collated the feedback forms produced for the touring exhibition which have been further analysed by CW. Feedback from Dumfries has not been received yet and a complete report will be issued once those forms have been added to the database.</p> <p>However initial results indicate that the displays in Edinburgh and Glasgow produced the most feedback replies (17 and 11 respectively) and the most numerous audience for the exhibition was retired people, closely followed by landscape architects.</p> <p>The most frequent reason for viewing the exhibition was a general interest in the Festival of Architecture which suggests that it was a good decision to attach the</p>	CW	Ongoing

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	exhibition to the FOA programme.		
12.0	TREASURER'S REPORT		
12.1	The calculated balance stands at £20,452.08	Note	
12.2	The bank balance in the latest bank statement is £21,552.69	Note	
12.3	To date, LIS expenditure for the current financial year is £47,821.62	Note	
12.4	The totals above include income from the SUDs event and the design competition 'House and Garden of an Art collector' (£1,286.58 in all).	Note	
12.5	LI has confirmed that new online banking is being arranged for all 12 branches and should be in place during February 2017.	CW/LI	Ongoing
13.0	SECRETARY'S REPORT		
13.1	Local Design Fund (SG160803) – Awaiting report from DM	DM	Ongoing
13.2	Urban Design Panels The item on Urban Design Panels in general was postponed from the last committee meeting and can be re-introduced. The Glasgow Panel met on 15 th December to review the statistics coming from the Annual Review. These will be the subject of discussion at the next meeting on 2 nd February. <i>See attachment with survey questions</i> <i>See report deferred from last meeting regarding all Design Panels</i>	JSW	Ongoing
13.3	Edinburgh Urban Design Panel Review <i>See attached report</i>	JSW	Ongoing
13.4	Urban Design Panels North East Recruitment Responses so far: <ul style="list-style-type: none"> o Sarah Fletcher (nee Hutcheon), Landscape Policy and Advice Officer, SNH Tory Aberdeenshire (Sarah was previously a Panel Member representing LIS) o Mark Donaldson, Senior Landscape Architect, HTA Design, Edinburgh <i>See distributed letter attached</i>	JSW/RT	Ongoing
13.5	BEFS Planning Bill Taskforce The task force has received comments and arranged a workshop for February 9 at which John McNairney Planner of Scottish Government will attend	JSW	Ongoing
13.6	Support for Internationalisation for Scottish Construction Professionals Scottish Enterprise wants to support practices wishing to export their skills and has been contacted – response awaited	JSW	Ongoing
13.7	Planning Reform Consultation Paper A meeting of the Scottish Forum for Planning took place on January 17 to review comments on the Review Paper prepared by Scottish Government and those of RTPi Scotland. A further meeting will be arranged in approximately two months' time.	JSW/	Ongoing
13.8	Planning Reform Consultation Paper The RTPi West of Scotland have arranged a panel discussion with various prominent speakers as part of their AGM on January 26 at the IET Teacher Building Glasgow. Panel discussion is open to non RTPi persons.	JSW	Note
13.9	Research Project into Trees Sohpie Brannigan, Research Manager, Public Knowledge, Hexham, Northumberland. is currently engaged in a project for the Woodland Trust and is looking for a Landscape contact to answer questions. (Sue Evans?)	RHa	Ongoing
13.10	Places People and Planning The RTPi Scotland are holding Planning Consultation Workshops to prepare response to Government consultation <i>People Places and Planning</i> . Each workshop will explore one of the review's main themes and are planned as follows: <ul style="list-style-type: none"> o 9th February. Dumfries and Galloway and West of Scotland. Glasgow. Leadership Skills and Resources o 14th February. Central and South East Scotland. Edinburgh. Housing o 15th February. East of Scotland. Perth. Infrastructure o 16th February. Grampian. Aberdeen. Collaborative Planning. o 27th February. Highland and Islands. Inverness. Development Planning. 	All	Note
13.11	A more collaborative planning system PAS (Planning Aid Scotland) and Scottish Mediation are holding a conference and		

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	workshop on 25 th February in Edinburgh on the theme of what can a mediation approach offer? The Planning Review have referenced mediation in three of its recommendations and this conference will explore how this can be facilitated to improve engagement with planning.	All	Note
13.12	Forest Health Days Forest Research are holding Forest Health Days in Inverness and Birnam on the 2 nd and 3 rd of March. Although substantially similar, there will be minor differences in the programme content to suit each area. The events will discuss the latest information on some of the current and future pests and pathogens likely to impact on our trees and forests in Scotland.	All	Note
13.13	EIA Directive The RTPi West of Scotland has the presentation mentioned in previous reports now scheduled for April – on a date to be set. The Implications of the EIA Directive for planning landscape and proportionality and is expected to include presentations by Mary Fisher, LDA Design and Fiona Rice, SNH, Further information will be issued in due course along with other events.	All	Note
14.0	AOB		
14.1	CW noted that A&DS did not mention the LIS in their review of FOA	Note	
14.2	SE will be in Manchester on 02 Feb to review submissions for the LI conference in July	SE	Ongoing
14.3	The CSGN forum will be on the 15 th of June	Note	
	NEXT COMMITTEE MEETING TO BE EDINBURGH: 01 March 2017, 6pm – 8pm. Location TBC	Note	