

ANNUAL GENERAL MEETING

Annual General Meeting of the Landscape Institute Scotland held on Wednesday 26th April 2017 in the Hunter Lecture Theatre, Hunter Building, Edinburgh College of Art, Edinburgh at 8.30pm

Before the AGM

There was a celebration of the life and work of the late Mark Turnbull followed by the presentation of the Landscape Institute's Gold Medal Award, by President Merrick Denton-Thompson, to Sharon Turnbull.

Present

Landscape Institute Scotland

Honorary Officers

Rachel Tennant : Acting Chairperson

Clare Winsch : Treasurer

James Spence Watson : Secretary

Nick Bowen : LI Council Representative : CPD and Strategic Planning

Committee Members

Steve Wheatley : Events

Dan Walker : Communications

Nicola Garmory : Education

Sonia Jackett : Events

Danny McKendry

Jon Rowe

Ross White

Jack Summerhayes : Student Representative

Support Members

Sue Evans

Marc Van Grieken

Hamish Neilson

In Attendance

Rebecca Hughes : Policy and Development Officer

Rachel Howe : Administrator

Members

Approximately 67 Members and guests attended the Gold Medal Award celebration with 48 remaining for the AGM including Support Members and Students.

Apologies

There were a number of apologies

Introduction

Rachel Tennant, the current acting Chairperson, welcomed members, opened the AGM, and provided the introductions.

Minutes of the AGM 2016

The Acting Chairperson, Rachel Tennant summarized the minutes of the 2016 AGM held on Wednesday 27th April 2016 in the Hunter Lecture Theatre Hunter Building, Edinburgh College These were previously circulated and now shown on screen. Acceptance of the AGM Minutes for 2016 was proposed by Rebecca Hughes seconded by Alan Cameron and approved by the membership.

Treasurers Report from 1st April 2016 to 31st March 2017

The Treasurers Report , previously circulated and now with the spreadsheet shown on screen is as follows:

Opening Balance

- The balance at the start of the year was £23,798.72 and at 31st March was £22,086.14
- In place of receipt of funds via 'Branch Activity and Funding Application' LIS received a block grant of £43,193.00 which included fees for the Scotland Policy Adviser.

Expenditure

- Total expenditure increased from £30,138.95 in 2015-2016 to £53,720.36 in 2016-2017

Representation

- The greatest single item of expenditure was the Scotland Policy Adviser at £20,875.64
- LIS has also been represented at the Cross-Party Group on Architecture and the Built Environment at three conferences and through membership of the Built Environment Forum Scotland (BEFS)

Festival of Architecture 2016

- LIS successfully bid for a grant of £3,750 towards its events during the festival, receiving £3,000 in 2015-2016 and £750 in 2016-2017.

Competition:

- 'The House and Garden for an Art Collector' took place during the summer of 2016.

Exhibition

- 'Architecture in the Context of Landscape' took place in December 2016. Expenditure over two financial years was £7,329.69

Touring Exhibition

- 'Rethinking the Urban Landscape' Participation in the Architecture + Design Scotland 'Best of the Best' exhibition in Dundee clashed with a scheduled presentation in Dumfries, however the LI in London funded a reprint of the exhibition to enable both venues to be included in the tour. Total cost of the six venues was £11,523.90 including £58.50 for secondary education outreach in Dumfries.

Events

- In addition to the Festival of Architecture there were additional events during 2016-2017
 - *Reflections 1 held at the AGM last year involved three recently graduated landscape architects and cost £546.44*
 - *Reflections 2 held in Edinburgh in the autumn of 2016, was filmed to be available to the whole membership via the LIS web site. Total cost was £1,022.79, £700 of which will feature in the 2017-2018 accounts*
 - *Reflections 3 took place in Glasgow in March 2017 and was filmed to be available to the whole membership via the LIS web site. Expenditure during 2016-2017 was £132.11. Costs for filming will show in the accounts for 2017-2018*
 - *Sustainable Urban Drainage Systems. This seminar took place in November 2016. This was a popular event and total expenditure was £1,540.49 offset by ticket sales giving a net cost of £520.48*
 - *Education*
LIS supported the Degree Show at the ESALA with prizes for the best portfolio and best student. A new prize in memory of Peter Daniels was awarded for the student demonstrating the best skills in site analysis

Committee Costs

- Meeting Room costs decreased slightly from £397.60 in 2015-2016 to £387.50. Committee travel costs rose from £609.99 in 2015-2016 to £716.99

Bank Reconciliation	£
• Opening balance	23,798.72
• Lodged in period	<u>52,007.78</u>
	75,806.50
• Drawn in period	53,720.36
• Balance of Bank Statement at 31.3.2017	22,086.14

- Acceptance of the Treasurers Report for 2016-2017 was proposed by Rebecca Hughes seconded by Nick Bowen and approved by the membership

LIS Events and Activities 2016-2017

Annual General Meeting

- This was held on the 27th April 2016 and preceded by the recognition of achievement by new Scottish Members of the Landscape Institute, New Scottish Fellow by Kathy Johnston and Honorary Fellowship of the Royal Incorporation of Architects in Scotland by Ian White.

LIS Reflections Series

- This was a new series of lectures that aim for greater debate and knowledge transfer within the profession its promotion in Scotland in collaboration with other professions.
- To date there have been three lectures
 - 'Emerging Years' held in April 2016
 - 'Unity in Design' held in October 2016
 - 'Glasgow Now' held in March 2017
 - Three future events are planned for 2017-2018

Festival of Architecture and Design 2016

- LIS Events supporting the Festival of Architecture were:
 - *A House and Grounds for an Art Collector, a competition held in September 2016.*
 - *Rethinking the Urban Landscape travelling exhibition held from July to December 2016 that visited Edinburgh, Inverness, Glasgow, Dundee including a second showing at the Festival of Architecture Grand Finale, Dumfries and in 2017 Scottish Parliament and Perth.*
 - *Grand Finale with all Festival of Architecture touring exhibitions held in Dundee in November 2016*
 - *Architecture in the Context of Landscape. An exhibition showcasing Landscape Architects work in Scotland celebrating the balance between landscape and architecture and underlining the links between the disciplines. The emphasis being on architecture in the context of landscape. This was part of the Landscape Institute's contribution to the Festival of Architecture. The works presented were in a range of media including painting, drawing, photography, graphics and mixed media. This exhibition was held in December 2016*

Education and Career Events

- **ESALA Edinburgh Student Awards**
LIS contributed to the Student Awards scheme and gave a presentation
- **Skills Scotland Careers Events**
LIS was invited to share a stand with the Construction Industry Training Board at the Skills Scotland events held in Glasgow and Edinburgh which between them included representative careers advisers from 125 schools.
- **Ambassadors for secondary schools**
LIS has recruited a number of members who have volunteered to visit schools, inform both students and careers advisers about landscape architecture and recommend this as a career. Some events have already been held and liaison has been established with Poppy Smith at LI Headquarters.

- **Royal Horticultural Society**
LIS has co-operated with the Royal Horticultural Society 'Green Plan-it Challenge' where the RHS Ambassador has met with secondary school pupils across the West of Scotland to help select the regional winners of a UK wide garden design competition

Continuing Professional Development Events

- **Sustainable Urban Drainage Systems (SUDS)**
LIS held a half-day seminar in November 2016 with a number of speakers from Scottish Environmental Protection Agency, Scottish Natural Heritage, Scottish Water, Architecture + Design Scotland, Aberdeen University and the Private Sector. The aim was for LIS to become more involved in SUDS issues to enable better place making to be achieved, as well as focussing on the amenity and biodiversity aspects of SUDS
- **Other Professional Organisations**
A number of events promoted by other professional organisations have been circulated and which can contribute to CPD for LIS members.

Social Media

- *LIS has established and maintains social media outlets in the following:*
Facebook : <https://www.facebook.com/LISScotland>
Twitter : https://twitter.com/LI_scotland
Linkedin : <https://www.linkedin.com/groups/8435130>
These sites are monitored monthly.

LIS Formal Activities

- **Committee Meetings**
Twelve committee and working meetings have been held in alternately Edinburgh and Glasgow
- **Committee Members**
There are twelve committee members plus a student member and support members
- **Meetings with Professional Organisations**
Meetings have been held with the object of encouraging co-operation with the heads of Architecture+Design Scotland , Royal Town Planning Institute , Royal Incorporation of Architects in Scotland, and Glasgow Institute of Architects.
- **Meeting with LI Chief Executive**
The Chief Executive of the Landscape Institute visited LIS in December 2016 and was give a presentation about LIS
- **School of Landscape Architecture, Edinburgh**
A meeting was held with Escape and ESALA to encourage collaboration with Faculty of Landscape.
- **Responding to Members**
LIS, through its officers, committee and administrator regularly meet or respond to queries from members either in person or through the LIS web address.
- **Appointed Staff**
The LIS Policy and Development Officer, Rebecca Hughes worked 84 days before the 2017 AGM. The Administrator, Rachel Howe, works two days a week.
- **Urban and Design Review Panels**
Members are involved with Local Authority Panels in Edinburgh, Glasgow, Aberdeen and Inverness City and Inverness Shire .and attend regular meetings to give views on major or controversial development proposals. They also take part in their annual review of the operation of these panels
- **Representation on Other Organisations**
LIS has representatives on the RTPI Planning Forum, Scottish Parliamentary Cross Party Group on Architecture and the Built Environment, and Built Environment Forum Scotland. In addition LIS has been invited to have representatives to attend various workshops and seminars.
- **Sharing Events with and from Other Organisations**
LIS has been involved in a number of joint seminars, discussion groups and presentations with a number of other professional organisations to contribute the views of landscape architects. For example Place Standard Tool Workshop, a Scottish Government proposal for introduction by Local Authorities, held in April. Also Environmental Impact Assessment and the new 2017 Regulations with

joint speakers including a speaker from LIS. Both events organised by the RTPI West of Scotland Branch

LIS Policy Officer Work and Consultation Responses.

- **Scottish Government Consultations**
 - *Response to Scottish Government's own Independent Review of Planning*
 - *Land Use Strategy 2018-2021*
 - *Transposition of EIA Regulations into Scottish Planning Regulations*
 - *Strategy for Architecture and Design Scotland 2017-2020*
 - *Scottish Government Planning White Paper*
 - *National Energy Strategy (ongoing)*
 - *Future for Onshore Wind Development in Scotland (ongoing)*
- **Scottish Natural Heritage Consultations**
 - *Vision for the Uplands*
 - *Wild Land Areas Assessment draft guidance*
- **Other Consultations**
 - *Approaches to Housing Development in Rural East Lothian*

LIS Policy Officer Work and External Relations

- **Scottish Natural Heritage**
Liaison on relevant policy, research and practice topics including development guidance and research on landscape planning topics
- **Scottish Government Planning and Architecture Division and Architecture + Design Scotland**
Liaison particularly on Creating Places Policy and the Place Making Agenda
- **Royal Botanic Garden Edinburgh**
Liaison with Director of Horticulture and Learning to discuss potential Plant Biosecurity CPD
- **Forestry Commission Scotland**
Tree Health Advisory Group and Plant Production subgroup member
- **SASA and Forest Research**
Attend Biosecurity Update meetings e.g Xyllela fastidiosa, Phytophthora sp.
- **RTPI Scotland and Planning Forum**
Meetings and responses to future research plans.
- **Built Environment Forum Scotland**
Event workshops, planning review and historic environment
- **Scottish Environmental LINK**
Observer to Landuse and Planning Group
- **Association for the Protection of Rural Scotland**
Observer to Executive Committee
- **Scottish Council for National Parks**
Discussion on 'Unfinished Business' for more Scottish National Parks
- **Ecosystems Knowledge Network**
'Building Prosperous Cities' conference contributor
- **Euro Referendum**
Prior to June 2016 attended all parties manifesto promotion meetings to query landscape related matters
- **Edinburgh 2015 Vision**
City Council initiative invited participation in workshop on developing this vision with architects/planners organised by Edinburgh Architectural Association
- **Central Scotland Green Network**
Liaison on promotion of Green infrastructure approaches and opportunities.

LIS Policy Officer Work and Future Priorities 2017-2018

- **LIS Scotland's Landscape Strategy**
Finalising and launching Landscape Strategy and manifesto by mid 2017
- **Scottish Government Planning White Paper**
Further comment on approaches to housing development and various other land use policy recommendations within the forthcoming Planning Bill
- **Scottish Government National Energy Strategy**
Consultation response due late May 2017
- **Future of Onshore Wind Development**
Consultation response due late May 2017
- **Future LIS Conference**
Planning for an event on the theme of Landscape Edge/ Growing Cities in challenging times
- **Greenbelt and Green Infrastructure**
Engaging in the promotion and benefits of Greenbelt and Green Infrastructure Policy
- **Scottish Government Health Agenda**
Engaging more clearly with this agenda
- **Public Sector Skills**
Support concerns wherever possible for the stripping of landscape and planning staff resources in local authorities across Scotland
- **Restructuring of FCS/FES**
Comment on the restructuring implications of FCS/FES
- **Landscape Capacity Assessment**
Follow up on Landscape Capacity Assessment Guidance by Natural England
- **National Parks**
Contribute to ongoing discussions on additional National Parks in Scotland with SCNP national park operational strategy reviews

LIS Draft Strategy for 'Landscape for Scotland'

- *The Scottish environment is unique as our legal, planning land law and Government Policy Response differs from the rest of the UK*
- *Objective 1 is to set out how landscape architects provide skills and services to retain, complement and develop distinctive places and conditions that make Scotland special and world renowned*
- *Objective 2 is to demonstrate the pivotal role that landscape architects play, through example, projects to create value, in social, economic and environmental terms resulting in long term and sustainable benefit for all stakeholders while retaining or improving the condition and distinctive qualities of the Scottish Landscape*

LIS Five Year Business Plan 2017-2021 : Summary of screen displays already circulated

- **Mission**
The LIS Business Plan is guided by its Constitution and Manifesto that sets out a Mission that responds to the unique Scottish environment (natural and man-made) which includes Government, legal system, climate, landscape' population, distribution and land law.
Our Mission is that all members of this professional organisation and educational charity work to protect, conserve and enhance the natural and built environment for public benefit. As Landscape Architects we endeavour to retain, promote, create and recreate landscapes and inspiring places in both urban and rural environments across Scotland
- **Objectives**
 - *Understand and Support our Members needs*
 - *Promotion and Advocacy*
 - *Supporting Education*
- Understanding and support our Members Needs

- Key Questions
 - *Who are our Members? – Private Practice, Public and 3rd Sector, Academics and Students*
 - *How do we know what they need? – Private Sector and Academics survey 2014*
 - *Preparation of Action Plan 2015*
 - *Stirling Business School survey*
 - *Public Third Sector – sector survey 2013*
 - *How do we deliver what members need – by keeping members informed*
 - *CPD – Training from topics that are on survey or are current hot topics*
 - *How do we continue to engage with members out with Central Scotland? – maintain good communications.*
 - *How do we ensure continued support to our members? – with sustainable committees and engaging Fellows through their network.*
 - *How do we ensure committee is supported? – by the appointment of the administrator,*
 - *How do we support each other? – ensure regular social media and website updates.*
 - *How do we support Policy Officer? – by ensuring support on advocacy and policy matters.*
 - *How do we use Office space? – by maintaining good relations with RIAS, and locating all information, marketing, archive and future administration in our leased office.*
 - *How do we protect our members heritage? – by gathering information and setting up an archive.*
- **Promotion and Advocacy of the Profession**
- Key Questions
 - *Who to? – Government Policy Makers. Government Agents, Design and Construct Industry, Non Government Organisations, Clients, Public*
 - *What? – LIS Strategy and ‘landscape for Scotland’*
 - *How? – by Collaboration and Multiplier Effect*
 - *When? – Business Plan Timeframe*
- **Supporting Education**
- Key Questions
 - *Who to? – University and Pre University*
 - *What? – Education Action Plan*
 - *How? – Collaboration and Multiplier Effect*
 - *When? Business Plan Timeframe*

Landscape Institute Scotland 2017-2018 Goals

- *Gold Medal Award for Mark Turnbull*
- *LIS Business Plan launch at AGM and implementation*
- *Address base at RIAS for LIS and Scottish archive*
- *Hold a Senior Practitioner Consultation Event*
- *LIS Strategy ‘Landscape for Scotland’ consultation and presentation at Scottish Parliament in October 2017*
- *LIS Website Update through LI – to keep members better informed*
- *Year of History, Heritage and Archaeology – 2 celebration talks*
- *Reflections Series – 3 more planned, one will celebrate ‘Year of Youth’ 2018*
- *Scottish Archive – Collaborative Doctoral Partnership application through the Scottish Heritage Consortium*
- *Education Strategy – for University and Pre University*
- *CPD follow up on SUDS symposium – cross disciplinary engagement to address current rules that at present hold back opportunity.*

Election of LIS Office Bearers and Committee for 2017-2018

- *Current Honorary Officers have signified their willingness to stand for re-election and there have been no other nominations for these posts. The following were unanimously elected.*
- **Honorary Officers**
- Rachel Tennant : Chairperson (*confirmed from acting chairperson*)
 - Clare Winsch : Treasurer
 - James Spence Watson : Secretary
 - Nick Bowen : LI Council Representative
- **Committee Members**
 - *Current Committee Members have signified their willingness to stand for re-election as there have been no other written nominations for these posts. However, it was agreed that new Committee members could join after the first committee meeting and final roles would be determined then*
 - Steve Wheatley
 - Dan Walker
 - Nicola Garmory
 - Sonia Jackett
 - Danny McKendry
 - Jon Rowe
 - Ross White
- **Support Members**
 - Sue Evans
 - Marc Van Grieken
 - Hamish Neilson
 - Bill Cairns
 - Alan Cameron
 - Bobbie Nichol (Student)
- **New Committee Members**
 - *Following an appeal by the new Chairperson for new committee, support or student members with skills to offer to help deliver our Business Plan. LIS need members who are enthusiastic, well-organised, keen on team working but who will also take the initiative to organise projects with the committee support. There was a discussion on their role and reference to the previously circulated paper on the 'Role of Committee Members' that also indicated the benefits to them and the Institute and experience gained as an addition to their curricula vita, and several expressions of interest were received from the floor.*
 - *It was then **agreed** that the best course of action was to invite those who had expressed an interest to continue and those who wished to become new committee, support or student members be invited to attend the next committee meeting on 10th May at Rutland Square to meet and discover how and if they wish to contribute.*

New Address for Landscape Institute Scotland

- 15, Rutland Square, Edinburgh EH1 2BE (*lease from Royal Incorporation of Architects in Scotland*)
 - *Web : scotland.landscapeinstitute.org*
 - *Email ; scotland.landscapeinstitute.org*
 - *Twitter@LI_Scotland*

Any Other Business

- *Mark van Grieken enquired about any future plans for the publication of a long term business plan.*
- *Brian Clouston requested clarification of securing ongoing block grant for th eLIS*
- *There were no other points raised.*

Closing Remarks

- *Bill Cairns congratulated Rachel Tennant on the presentation of the AGM reports and confirmation of her appointment as chairperson and this was echoed by Merrick Denton-Thompson, the President of the Landscape Institute*
- *Rachel Tennant thanked the Members for attending and supporting LIS and closed the meeting at 9.30pm.*

James Spence Watson, Secretary, May 2017

