

MINUTES OF MEETING OF THE EDINBURGH ARCHITECTURAL ASSOCIATION SCIO

HELD IN: Zoom Meeting
DATE: 09 November 2021 18:00

1.0 PRESENT

Joanne McLelland (JM) (chair)	Alex Liddell (AL)	James Haynes (JH)
Ruth McLennan (RM)	Kerry Nicol (KN)	Kieran Gaffney (KG) (part)
Andrew Jess (AJ) (part)	Ben Rainger (BR) (part)	John Lancaster (JL)
Nicola McLachlan (NM)	Seva Yurchenko (SY)	Colin McPherson (CMcP) (secretary)

2.0 APOLOGIES FOR ABSENCE

Christina Gaiger (CG)	Charles Strang (CS)	Daniel Anderson (DA)
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3.0 MINUTES OF PREVIOUS MEETING

- The minutes were approved. To be added to website.

4.0 ASSOCIATION

4.1 President's Report – JM

- 2021 Awards Ceremony held successfully at SpACE, thanks to all who attended– see section 6 below.
- COP26 Activities – See Section 7 below
- JM attended Cityplan 2030 presentation. All to consider how EAA can give/enable feedback.
- **Previous action c/f:** It is thought that there may be empty EAA seats on RIAS Council and possibly some committees. **(Action: CMcP working on overall document to summarise RIAS and EAA representation.)**

4.2 Treasurer's Report – KL not present, no report

- **Previous action c/f:** KL and JM recommended that CMcP be added as a second signatory, in addition to KL, to the EAA bank accounts to provide contingency of access. This was approved by Council. **(Action: KL)**

4.3 Secretary's Report – CMcP

- CMcP confirmed that costs for the awards process and ceremony had been largely covered by the income received from entrance fees and sponsorship.

5.0 Working Groups

General

- **Previous action c/f:** It was agreed that each Working Group should have its own page on the EAA website highlighting its activities. These can then be used to highlight each Working Group via social media. **(Action: DA/JL to raise with Comms Group once awards season and COP26 is completed.)**
- **Previous action c/f:** JL suggested that a standard EAA presentation could be put together with content from each Working Group. This could then be presented to practices directly in individual sessions, rather than blanket call outs. It was agreed this should be pursued. **(Action: All to consider content and a rolling program of presentations.)**

- **EAA Handbook** – All agreed the previous attempt to collate an EAA Handbook should be revisited, to assist members joining working groups and Council to become familiar with the aims and processes of the association. JH, NM and KN agreed to form a subgroup to discuss content and approach. CMcP will collate. **(Action: KN, JH, NM, CMcP to hold initial meeting.)**
- **Succession/Continuity Planning** – The topic of Working Group leads retiring from Council was raised and it was agreed that the Handbook would be the best way of ensuring the passing on of knowledge. JM also suggested that overlapping terms of leadership should be built into election processes.
Action: JM to consider how to include in EAA Handbook/Processes
Action: CMcP to check EAA Constitution wrt length of service on Council

5.1 Mentoring / Education

- RM updated that there had been a lot of activity in the past month:
 - Two Coffee with an Architect sessions had been arranged – with Georgina Allison on 20th October, and a planned session on 10th November with Neil Middleton.
 - Part 3 Social had been held on 4th November with 4 co-hosts
 - In total, 4 people had responded to the open call for hosts of Coffee with an Architect sessions.
- A working group meeting on 2nd November had been very productive with new members taking a very active part and RM encouraging members to take a lead on future plans.
- RM thanked the members of the Comms group for their assistance in promoting the planned events.

5.2 Events

- EAA Chapter Networking event arranged for SpACE on 26th November.
- JM, SY, AL volunteered to join the events working group with KG and Alice Henderson. Meeting to be arranged, others are welcome to join also.
- Suggestions were discussed for future events:
 - Talks and tours with (Edinburgh) shortlisted awards projects in Mar/Apr '22
Action: CMcP to provide details of contacts to KG
 - Use this series of talks to launch the 2022 Awards
 - It would be worth finding out about planned RIAS events to ensure no clashes in our planned program. **Action: CMcP to obtain details from RIAS**
 - Help promote small/new practices
 - design surgeries? crossover with ECAN?
 - An evening of small project submissions?
 - Keep an interactive map database of projects?
 - **Action: Events group to discuss proposals and bring recommendations for 2022 program to Council.**

5.3 Competitions

- Past Present Future Competition is on hold as a very small number of entries had been received. It would be considered for relaunch once COP26 activities were over.
 - JH commented that the timing for Student entries wasn't good – perhaps better timed for holidays or just before starts of terms.
 - RM agreed and mentioned that Part1 students go on placement in January and entries may be a relevant activity for them to undertake.

- SY suggested more prominent publication of the winner (magazine/journal), to act as an incentive to take part.

Action: AL/JM to consider responses

5.4 Conservation/Heritage

- No recent meetings due to concentration on Awards and SpACE. The group needs new members and a new leader now that JM is EAA President. All to mention to their networks. EAA to publicise once Awards Ceremony is complete.

5.5 Communications

- No specific update, though JM congratulated the group on all of the promotional activity undertaken recently.

5.6 Sustainability

- No specific update. JM to liaise with Finn MacMillan who is keen to join.

6.0 AWARDS 2021

- Successful evening held on 28th October. Thank you to all who contributed to the event.
- Positive feedback from those who attended in person, the format worked well.
- Some issues with the online presentation as remote attendees could not hear the audio of the category videos. Not many attended online.
- Suggestion to review the definition of Small Projects category, perhaps waiting to see which entries are received and then decide on best division?
- Capture and document suggested judging process for future – Awards section for EAA Handbook?
- Some feedback received from practices on items which could be improved for future years. Awards subgroup to hold a review session and include any lessons learned in the checklist for future Awards processes. **(Action: CMcP to arrange for JM, DA, KN, JL)**

7.0 COP26

- JM attended two days of talks and presentations – RIAS are collating blog posts from the 8 registered delegates. Also visited GIA COP Shop which was excellent.
- Will also attend Built Environment Day at COP26 on Thursday 11th November.
- Planned RIAS COP26 Debrief event in SpACE on 15th November.
- SpACE COP26 Pop-Up programme of events runs to 3rd December. Strong engagement with events held, proving the need for an ongoing space to collaborate and raise awareness. Future continuation of SpACE, and its locations, is under discussion with its funding bodies.
- Practices continue to be added to the RIAS Shopfronts initiative.
- CLT marker finished last week, GRAS will host and promote at Custom Lane, raising awareness of tidal change and flood lines.
- AL updated that ECAN are working on update to technical standards and will circulate.
- JM keen to have conversation on longer term legacy of these discussions, tied to CityPlan 2030. What is EAA/RIAS role in advocacy for sustainability. Should this be a construction industry-wide voice to lobby together?

Action: JM to consider future activities.

8.0 EUDP

- Next EUDP: 24th November – CMcP will liaise with those who have indicated availability.

9.0 RIAS Committees & Council - JM

- **Previous action c/f:** As mentioned above, **JM and CMcP** will look to outline the make-up of the RIAS Committees and identify where there are gaps in EAA representation. This is often difficult to do as RIAS do not indicate which chapters members belong to. CMcP will check documentation and minutes to help collate this information.

10.0 AOB

- Christmas Meal – Meal and brief Council Meeting will be held in Vesta on Queensferry Street at 6:30pm on 14th December. Recent Council members Alice Henderson and Julie Wilson will be invited along with RIAS CEO Tamsie Thomson.

**NEXT MEETING – Tuesday 14 Dec 2021 @ 18.30 at Vesta, 7-8 Queensferry Street
(11th Jan, 8th Feb, 8th Mar)**

EAA Council Attendance Record 2021

* = in attendance p = part only A= apology submitted - = no apologies received X – no longer on Council

Name	Member	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Joanne McClelland	President Apr 2020-	A	*	*	*	*	*	*	*	*	*	*	
Ben Rainger	Past President	*	*	*	*	*	*	*	A	*	*	P	
Daniel Anderson	Vice President	*	*	*	*	*	A	*	*	*	P	A	
John Lancaster	Vice President	A	*	*	*	*	*	A	*	*	*	*	
Charles Strang	Hon. Librarian	*	*	*	A	*	*	*	A	*	*	A	
Ken Lochrie	Hon Treasurer	*	*	*	*	*	*	A	A	*	*	-	
Nicola McLachlan	Apr 2019-	A	*	*	A	*	A	A	A	*	*	*	
Ruth McLennan	Apr 2019-	*	*	*	A	*	A	*	A	A	*	*	
Christina Gaiger	Apr 2019-	A	A	*	A	A	*	A	A	A	*	A	
Kieran Gaffney	Apr 2019-	*	*	*	*	A	*	A	*	*	*	P	
Kerry Nicol	Apr 2020-	*	*	*	*	*	*	*	*	*	*	*	
Andrew Jess	Apr 2020-	*	*	*	*	*	-	A	A	A	A	P	

Seva Yurchenko	April 2021 -	N/A	N/A	N/A	N/A	*	*	*	*	A	A	*	
James Haynes	April 2021 -	N/A	N/A	N/A	N/A	*	*	*	*	*	*	*	
Leslie Howson	Planning Rep	-	A	*	*	-	*	A	*	*	-	-	
Alex Liddell	ECAN rep	*	*	*	*	*	*	*	*	*	*	*	

DRAFT