

MINUTES OF MEETING OF THE EDINBURGH ARCHITECTURAL ASSOCIATION SCIO

HELD IN: Garden Room, 15 Rutland Square, Edinburgh
DATE: 14 February 2023 18:00

1.0 PRESENT

Joanne McLelland (JM) (Chair)	Mariana Novosivschei (MN)	Alex Liddell (AL)
Seva Yurchenko (SY)	Kerry Nicol (KN)	Nicola McLachlan (NMc)
John Lancaster (JL)	Dan Anderson (DA)	Christina Gaiger (CG)
Neil Middleton (NM)	Ken Lochrie (KL)	Ben Rainger (BR)
Colin McPherson (CMcP) (sec)		

2.0 APOLOGIES FOR ABSENCE

Charles Strang (CS)	Emma Garland (EG)	Matt Haggerty (MH)
James Haynes (JH)		

3.0 MINUTES OF PREVIOUS MEETING

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

4.0 ASSOCIATION

4.1 President's Report – JM

- EUDP follow-up – JM has met further with CEC and they have agreed to facilitate a 360° feedback process once the survey results are collated from ECAN and EAA.
- Previous actions c/f
 - The EAA will issue a members' survey seeking feedback on Planning and Building Control processes. This is aligned with a survey of ECAN members and the results will be fed into a 360 review process with CEC. KN offered to help move this along. **Action: EG/CMcP/JM/KN**
 - JM is to speak with CG on the best way to have RIAS Climate Challenge content for clients made available to the EUDP process. **Action: JM/CG**

4.2 Treasurer's Report – KL

- KL updated on the position of the EAA bank and investment accounts, which are in line with expectations. It was noted that income from events was low again in 2022 compared to pre-Covid levels.
- The preparation of the 2022 year-end accounts will begin shortly. CMcP will liaise with the accountants on the documentation required. **Action: CMcP**
- Previous actions c/f
 - BR to table a paper for RIAS on chapter funding for the IT separation cost from RIAS systems. **Action: BR**

4.3 Secretary's Report – CMcP

- CMcP updated that all current activity is covered by items covered elsewhere in the agenda and appropriate actions are minuted there.

5.0 CHAPTER UPDATES

5.1 EAA Council Retirees and Recruitment

- CMcP updated that the required number of voluntary retirements from Council to meet the requirements of the Constitution had been received. BR, JL, JH and SY will retire as Trustees at the 2023 Annual Members' Meeting (AMM). JM's term as EAA President will also end at the AMM.

- It was agreed that, similar to last year, some 'Meet the EAA' events will be arranged to allow those interested in becoming Trustees to find out about the work of the EAA and Trustee activities and opportunities. It was agreed these could take the form of online lunchtime sessions or an in-person social gathering, or both. **Action: JM/CMcP to arrange**

5.2 EAA Handbook

- It was agreed that the Comms working group would review the EAA Handbook content and look to finalise the wording of the collated items to ensure consistency across the handbook. **Action: DA/NM/KN**
- Action c/f:
 - The question of Indesign licensing is still to be resolved. JM undertook to prepare a summary paper for RIAS to consider. **Action: JM**
- It was noted that some of the outreach aims of the EAA had been unavoidably limited by the Covid-19 pandemic and that this should be a priority for the EAA in 2023, to reach out rebuild relationships with other organisations and include them in social and professional events.

6.0 Working Groups

- Action c/f:
 - **Review of Coarum Process** - It was agreed that JM will try to arrange a meeting with past EAA President Julie Wilson, to discuss the best approach to revisiting the output of the Coarum process, and propose the best format for a follow-up event in 2023. **Action: JM**

6.1 Education

- The Part3 Social event is scheduled for tomorrow (15th February). Thanks to Karina Velikova for arranging.
- SY updated on the plans for the 'Spotlight On' series of events, inviting speakers from the 2022 EAA Awards finalists. It is hoped to have 3 or 4 events, with the first event taking place by the end of March. **Action: SY**
- Action c/f
 - It was agreed that the Education Working Group should continue to look for opportunities for mentoring, in conjunction with RIAS Education Committee. The best way of looking to extend outreach to schools should also be considered. This may be in the creation of a template as a resource for schools visits which may be undertaken by members or their practices. **Action: Education Working Group**

6.2 Events

- JM updated on a proposed visit to the Burnbrae Road Passivhaus site in Midlothian, to be arranged through the contractor Fleming. This may be a joint invite with the GIA. **Action: JM/CMcP to arrange.**

6.3 Comms

- A meeting is arranged for Wednesday 22nd February to discuss how to focus on the EAA outreach aims summarised at the Strategy Review in January. **Action: DA to circulate outcome of meeting.**

6.4 Sustainability

- MN updated that the group had settled on a regular monthly meeting on Wednesday evenings at 6pm.
- Actions c/f
 - It was agreed that the EAA should create and publicise a calendar of consultations underway on Sustainability initiatives and legislation. This would include, for example, the sharing of EAA responses to these consultations, making template response letters available and inviting member responses to drafts and thereby increasing involvement in the Sustainability Working Group. **Action: Sustainability Working Group**
 - It was also agreed that the idea of Social Sustainability should be an aim of the Sustainability Working Group – this may need further definition, but should include aims such as ensuring outreach makes it to underprivileged sections of the community, and that best practice advice is available to all. **Action: Sustainability Working Group**
 - It was also agreed that EAA should explore the best way of obtaining invitations for membership of Scottish Parliamentary Working Groups on sustainability issues, to ensure optimum input legislation relating to the built environment. **Action: JM to consider approach**

6.5 Planning

- JM is to check status of EAA representation on Edinburgh World Heritage body. **Action: JM**

6.6 Competitions

- No update

6.7 Conservation/Heritage

- No update

7.0 Awards 2023

- The 2022 Awards working group had met and have circulated proposed changes to the Awards categories and entry fees for 2023. A summary of the changes is:
 - One flat entry fee of £50 per project, regardless of categories entered
 - Judges to have discretion to add entries to additional categories
 - Residential category to be split into Single Dwelling and Multiple Dwelling Categories
 - A redefinition of the previous Regeneration/Conservation category into Conservation & Heritage and Regeneration/Strategy Categories.

8.0 EUDP

- CMcP to instigate a Doodle poll for this year's availability. **Action: CMcP**

9.0 RIAS Committees and Council

- No update

10.0 AOB

**NEXT MEETING – Tuesday 14th Mar 2022 @ 18.00 at 15 Rutland Square
(14th Mar, 11th Apr, 9th May)**

EAA Council Attendance Record 2022/23

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

Name	Member	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Joanne McClelland	President Apr 2021-	*	*	*		A	*	*		*	*		
Ben Rainger	Past President	A	*	A		p	*	*		A	*		
Daniel Anderson	Vice President	A	*	*		A	*	A		*	*		
John Lancaster	Vice President	*	A	*		*	*	*		A	*		
Charles Strang	Hon. Librarian	A	A	A		*	A	A		A	A		
Ken Lochrie	Hon Treasurer	A	*	*		*	*	*		A	*		
Nicola McLachlan	Apr 2019-	A	A	*		*	A	A		*	*		
Christina Gaiger	Apr 2019-	A	*	A		A	A	*		A	*		
Kerry Nicol	Apr 2020-	*	A	*		p	*	A		*	*		
Seva Yurchenko	April 2021 -	*	*	A		A	*	A		*	*		
James Haynes	April 2021 -	*	*	A		*	*	*		A	A		
Emma Garland	April 2022 -	*	*	*		A	A	*		*	A		
Matt Haggerty	April 2022 -	*	A	A		*	A	*		A	A		
Neil Middleton	April 2022 -	*	*	*		A	*	*		A	*		
Mariana Novosivschei	April 2022 -	*	*	*		A	A	*		*	*		
Alex Liddell	ECAN rep	*	*	A		*	*	*		*	*		