

MINUTES OF MEETING OF THE EDINBURGH ARCHITECTURAL ASSOCIATION SCIO

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

1.0 PRESENT

Joanne McLelland (JM) (Chair)	Charles Strang (CS)	Alex Liddell (AL)
Seva Yurchenko (SY)	James Haynes (JH)	Ben Rainger (BR)
Matt Haggerty (MH)	Dan Anderson (DA)	Colin McPherson (CMcP) (sec)

2.0 APOLOGIES FOR ABSENCE

Mariana Novosivschei (MN)	John Lancaster (JL)	Neil Middleton (NM)
Ken Lochrie (KL)	Kerry Nicol (KN)	Christina Gaiger (CG)
Emma Garland (EG)	Nicola McLachlan (NMc)	

3.0 MINUTES OF PREVIOUS MEETING

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

4.0 ASSOCIATION

4.1 President's Report – JM

- JM attended RIAS Practice Committee and updated the meeting on the ongoing discussion around the Young Practitioners' Framework produced by the RIAS Education Working Group.
- JM noted the recent RIAS Membership forum had taken place and AL updated that he had been running one of the five breakout rooms in the session and that any actions would be routed back via RIAS committees and Working Groups and from them to chapters where appropriate.
- 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. This is still awaiting the accompanying message to go out with the survey questions. JM said she would progress this. **Action: JM**
 - 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

- No detailed report in KL's absence but council picked up on KL's point from February that there is less event-driven income to the EAA compared to pre-Covid levels. It was agreed that we should look to re-instate the awards-related building visits series over the summer – to coincide with the launch of this year's awards. DA undertook to take forward the proposals for this. **Action: DA**
- Previous actions c/f
 - BR to table a paper for RIAS on chapter funding for the IT separation cost from RIAS systems. BR updated that the paper is not yet completed. **Action: BR**

4.3 Secretary's Report – CMcP

- CMcP updated that the preparation of the 2022 year-end accounts is underway and that he has submitted the information requested and will deal with any queries arising. **Action: CMcP**

- JM will begin preparation of the President's Report to accompany the annual accounts.
Action: JM

5.0 CHAPTER UPDATES

5.1 EAA Council Retirees and Recruitment

- Meet the EAA events - It was agreed that there should be an in-person social event on Thursday 30th March and an online lunchtime session on Thursday 6th April. **Action: JM/CMcP to arrange**
- The timetable for the nominations process – dictated by the EAA Constitution would therefore be as follows:
 - Announcement of Nominations Opening – March 21st
 - Closing of Nominations – April 10th
 - Annual Members' Meeting (AMM) – Wednesday 24th May at RIAS

5.2 EAA Handbook

- Following the Comms meeting on 27th February, KN had kindly agreed to review the content collated to ensure a cohesive commentary was in place. This version would then be reviewed by Comms WG to be published for ongoing periodic review/updates. **Action: KN, Comms WG**

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 had been held successfully on 15th February. Thanks to Karina Velikova for arranging. A follow-up post-exam social is to be arranged. **Action: SY/KV**
- SY updated on the plans for the 'Spotlight On' series of events, inviting speakers from the 2022 EAA Awards finalists. Speakers and dates have been confirmed, and bookings are in place with RIAS to host. The first even, on Simon Square will be held on Tuesday 28th March. DA, SY and CMcP will liaise on comms and ticketing for the event. **Action: DA/CMcP/SY**
- SY updated that he has been publicizing the student trustee vacancies within the Education Working Group and with the University Architectural Society.

6.2 Events

- The Burnbrae Road Passivhaus site visit took place on Wed 8th March and was very received by attendees. Thanks to Smith Scott Mullan and Fleming for hosting this event. A further visit arranged for GIA members takes place tomorrow.
- The awards-related building visits (minuted under Treasurer's report) will be arranged for this summer.
- Further events proposals will be made once new Trustees are in place and lead for Events WG is confirmed.

6.3 Comms

- A meeting was held on 27th February by DA, KN and NMc. They agreed to:
 - Streamline the workflow of EAA Comms process via Constant Contact. This will involve members collating the image and message content and then passing to

CMcP to publish via eMail and/or Social Media with a consistent look, feel and timeline. DA will handover the graphic/font style content to CMcP. **Action: DA/CMcP**

- Use the results of the EAA/ECAN survey to reach out to other organisations as per the EAA strategy discussion in January. **Action: Comms WG**

6.4 Sustainability

- It was noted that the purpose of the next session on 5th April would be to identify a long term vision that will inform the short- and medium- term strategy of the EAA SWG. MN to arrange. **Action: MN**
- 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

- It was agreed that the 360° feedback with CEC on the EAA/ECAN survey should include a summary of NPF4. **Action: JM**
- Action c/f
- JM is to check status of EAA representation on Edinburgh World Heritage body. **Action: JM**

6.6 Competitions

- No update

6.7 Conservation/Heritage

- JM had attended the latest RIAS Conservation Committee.

7.0 Awards 2023

- It was agreed that CMcP should:
 - Re-confirm sponsor commitments from 2022 sponsors for 2023 awards.
 - Check October date for ESALA availability and book if available.
 - Circulate message to council for suggestions/volunteering for 2023 Judges.
 - **Actions: CMcP**

8.0 EUDP

- CMcP had setup a Doodle poll for this year's availability. **All those who wish to be considered for attendance please complete. Action: ALL**

9.0 RIAS Committees and Council

- No update

10.0 AOB

- None

**NEXT MEETING – Tuesday 11th Apr 2023 @ 18.00 at 15 Rutland Square
(9th May, 13th Jun, 11th Jul)**

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	*	A	
Charles Strang	Hon. Librarian	A	A	A		*	A	A		A	A	*	
Ken Lochrie	Hon Treasurer	A	*	*		*	*	*		A	*	A	
Nicola McLachlan	Apr 2019-	A	A	*		*	A	A		*	*	A	
Christina Gaiger	Apr 2019-	A	*	A		A	A	*		A	*	A	
Kerry Nicol	Apr 2020-	*	A	*		p	*	A		*	*	A	
Seva Yurchenko	April 2021 -	*	*	A		A	*	A		*	*	*	
James Haynes	April 2021 -	*	*	A		*	*	*		A	A	*	
Emma Garland	April 2022 -	*	*	*		A	A	*		*	A	A	
Matt Haggerty	April 2022 -	*	A	A		*	A	*		A	A	*	
Neil Middleton	April 2022 -	*	*	*		A	*	*		A	*	A	
Mariana Novosivschei	April 2022 -	*	*	*		A	A	*		*	*	A	
Alex Liddell	ECAN rep	*	*	A		*	*	*		*	*	*	