

MINUTES OF MEETING OF THE EDINBURGH ARCHITECTURAL ASSOCIATION SCIO

HELD IN: Garden Room, 15 Rutland Square, Edinburgh
DATE: 9 May 2023 18:00

1.0 PRESENT

Joanne McLelland (JM) (Chair)	James Haynes (JH)	Alex Liddell (AL)
Seva Yurchenko (SY)	Ken Lochrie (KL)	Emma Garland (EG)
Neil Middleton (NM)	Charles Strang (CS)	Colin McPherson (CMcP) (sec)

2.0 APOLOGIES FOR ABSENCE

John Lancaster (JL)	Mariana Novosivschei (MN)	Kerry Nicol (KN)
Ben Rainger (BR)	Nicola McLachlan (NMc)	Dan Anderson (DA)
Christina Gaiger (CG)	Matt Haggerty (MH)	

3.0 MINUTES OF PREVIOUS MEETING

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

4.0 ASSOCIATION

4.1 President's Report – JM

- JM updated that a meeting had been held with CEC planning department informing them of the planned members' survey on Planning and Building Control processes. It had also been agreed to progress a number of events over the coming months:
 - a talk on NPF4 from David Givan in June. – **Action: EG/JM/CMcP to arrange.**
 - An event focused on the City Mobility Plan
 - A 360 feedback session on the survey outcomes.
 - It was agreed that the surveys could now be issued: **Action: CMcP**
- the Meet the EAA events held to recruit new trustees and working group members. Attendance was good and response encouraging.
- JM is completing the President's Report to accompany the year end accounts. **Action: JM**
- Previous actions c/f
 - 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 that the position of the EAA bank and investment accounts was satisfactory.
- KL stated that he may seek an alternative, interest-bearing account for the No.2 account. **Action: KL**
- KL updated that the accountants had provided draft end-of-year EAA accounts as at 31 Dec 2022 which will be shared with members prior to the AMM, and tabled for sign off at the AMM. **Action: CMcP**
- Previous actions c/f
 - BR to table a paper for RIAS on chapter funding for the IT separation cost from RIAS systems. CG updated that the paper will go to RIAS Council in June. **Action: CG/BR**

4.3 Secretary's Report – CMcP

- CMcP updated that the preparations and notifications for the AMM on 24th May were all in place.

5.0 CHAPTER UPDATES

5.1 EAA Council Retirees and Recruitment

- Retirals – Ben Rainger (Past President), John Lancaster (Vice President), Kerry Nicol, Matt Haggerty, Seva Yurchenko (Student Trustee) and James Haynes (Student Trustee) will all be leaving the EAA Council at the 2023 AMM. The EAA thanks all the retiring Trustees for their time and commitment to the Association.
- Retirals – Dan Anderson (Vice President, Student Trustee) will also be stepping down as VP and a Trustee, but has agreed to continue to be part of the EAA Council as a co-opted member on Comms and Education issues.
- New Trustees – Six new Trustees will be joining the EAA Council at the AMM. As there are sufficient vacancies on council, no election process is required. The new trustees are:
 - Fraser Graham
 - Laure Humbert
 - Chris Raeburn
 - Karina Velikova
 - Sofie McClure (Student Trustee)
 - Shay Miller (Student Trustee)
- Previous action c/f:
 - It was noted in Apr 2023 Council, that Council would like to widen the participation of Students on the EAA Council, but this is currently limited to two Trustees by the EAA constitution. CMcP will outline the steps required to amend this, to allow council to make a decision. **Action: CMcP**

5.2 Nominations for EAA President

- The EAA constitution stipulates that nominations for President, to be one of the existing Council Trustees, should be tabled at the EAA Council meeting prior to the AMM – ie this meeting.
- It was noted that no nominations had been received.
- Joanne McClelland, having served the two-year term as President, has agreed to remain as Acting President until a new nomination is received. The constitution allows the EAA Council to appoint a President during the year, to be effective until the next AMM ie in 2024.

5.3 EAA Handbook

- KN has kindly completed a review of the content previously 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: Comms WG**
- The current content would be shared with the new Trustees after the AMM. **Action: Comms WG/CMcP**

5.4 Annual Members Meeting

- The AMM will take place on 24th May at 6pm in the Council Room at RIAS, 15 Rutland Square.
- The President's annual report and the EAA Accounts for the year 2022 will be presented for formal approval.

6.0 Working Groups

JM noted that the Working Group leads for 2023-4 would be:

Education	Karina Velikova
Events	Neil Middleton
Conservation/Heritage	Joanne McClelland
Communications	Dan Anderson
Sustainability	Mariana Novosivschei
Planning	Emma Garland
Competitions	No lead at present

- 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

- SY updated that the 2nd Spotlight On event had been held successfully and that the 3rd in the series, looking at the Great Tapestry of Scotland, was scheduled for 30th May.
- The group had also proposed a future event idea whereby graduation show projects are matched with compatible EAA Awards entries to compare academic and practical examples of similar themes.

6.2 Events

- 2022 Awards-related building visits may be arranged for this summer. **Action: DA to discuss with NM**
- Further events proposals will be made once 2023-4 Council is in place.

6.3 Comms

- Previous action c/f
 - It was noted that BR had previously suggested making certain documents, such as the EAA Annual Reports, EAA Handbook and EAA EUDP Sustainability Checklist available via the EAA website. **Action: CMcP**

6.4 Conservation

- JM noted that some EAA members had been in touch about joining the working group and that she will look to lead some meetings after the AMM.

6.5 Sustainability

- It was noted that the group were considering some Passivhaus/WARM events in the coming year.

6.6 Planning

- The main upcoming actions are to arrange the follow up events with CEC following the planned survey responses. **Action: EG**

Actions c/f

- JM is to join up EG with Rab Bennetts re EDF liaison and feedback on minutes etc. **Action: JM**

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

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

- It was agreed that EAA attendees should take the newly updated EAA Sustainability Checklist, updated and circulated by JM/AL. **Action: ALL**
- 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

- It was noted that the RIAS President-Elect process had produced only one candidate. Given our own lack of nominations for EAA President, it was felt that we should consider a members' survey to canvas opinion on any barriers to Architects getting involved. **Action: ALL to consider**
- Prev action c/f:
 - Council would like to know the current position on EAA representation, as it relates to the change of RIAS constitution – ie what committees/working groups are continuing, and what EAA representation is required. **Action: JM to enquire**

10.0 AOB

- It was mentioned that the EAA Council used to hold meetings in other parts of the Chapter Area outside Edinburgh. It was proposed that we should consider looking to reinstate this practice, including a social event for chapter members in East Lothian, West Lothian or Fife. **Action: Council to consider possible calendar for this.**

**NEXT MEETING – Tuesday 13th June 2023 @ 18.00 at 15 Rutland Square
(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	May
Joanne McClelland	President Apr 2021-	*	*	*		A	*	*		*	*	*	A	*
Ben Rainger	Past President	A	*	A		p	*	*		A	*	*	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	*	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	*	A	*
Emma Garland	April 2022 -	*	*	*		A	A	*		*	A	A	*	*
Matt Haggerty	April 2022 -	*	A	A		*	A	*		A	A	*	A	
Neil Middleton	April 2022 -	*	*	*		A	*	*		A	*	A	A	*
Mariana Novosivschei	April 2022 -	*	*	*		A	A	*		*	*	A	*	
Alex Liddell	ECAN rep	*	*	A		*	*	*		*	*	*	*	*