

Architecture & Design Scotland

Ailtearachd is Dealbhadh na h-Alba

ARCHITECTURE & DESIGN SCOTLAND

MINUTES OF BOARD MEETING

Online Via MS Teams

11:00 am on Thursday 16 September 2021

Present: Ann Allen (AA) Chair, Alistair Scott (AS), Angela Bonney (AB), Bruce Ross (BR), Caroline Parkinson (CP), Daisy Narayanan (DN), Kirsty Macari (KM), Graham Hill (GH), Lynn Wilson (LW), Sue Evans (SE)

Staff: Jim MacDonald, (JMD, CEO), Lynne Lineen (LL), Daniel McKendry (DMK), Anja Ekelof (AE), Sue Reynolds (SR), Emelie Borg (EB), Andrea Hepburn (AH - Minutes), Karen Ridgewell (KR) (Item 4)

Guests: Ian Gilzean (IG, PAD), Marie Ferguson (MF, PAD)

Apologies: Graeme Walker (PAD)

1. WELCOME, APOLOGIES & DECLARATIONS OF INTEREST

The Chair welcomed the Board to the online meeting. Apologies were received from Graeme Walker (PAD) with Marie Ferguson attending on his behalf. There were no declarations of interest although the Chair wished it to be noted for future reference that that she is now on the Crown Estate Scotland Board.

2. PREVIOUS MINUTES AND MATTERS ARISING

The previous Minutes were APPROVED as an accurate record subject to the following minor amendments:

SE asked if in Item 5, paragraph 6 the words "carry-over of" could be inserted before "the underspend figure".

CP advised that she had been confirmed as the Champion for Value of Design and this should be added into the table under Item 3.

Matters Arising

Matters Arising were noted

3. 2017-21 STRATEGY EVALUATION REPORT

JMD advised that we looked at an initial overview focusing on the delivery of work in a previous meeting and this paper is a further report reflecting on the lessons learned from the Strategy period to March 2021. There was a lot of learning in relation to the shift from outputs to outcomes. We did not get as far as hoped but the last four years provided a clearer understanding on the way we need to work to report on our outcomes.

Discussion took place and it was agreed that it was a good paper that the Board found useful. Questions were asked around LAUDF and how the evidence from it feeds in. It was noted that The Reflections in Learning section was interesting and the collaboration with other organisations around Tests of Change was also welcomed and we should look at developing these relationships.

Audit Committee are driving forward the reporting aspects of the current Strategy and Corporate plan and the learning is being applied across all Teams and sets the context for future Board reporting.

There are a number of areas we want to explore and it should be easy to provide the information if projects are set up in a certain way. We may also want to pick up collaboration with other organisations when we are looking at our stakeholders and how they can help us. We may wish to look at how other organisations measure their outcomes and reporting to see how we can capture our learning.

The paper was NOTED and was complimented on the quality of the content.

4. CLIMATE ACTION TOWNS UPDATE

KR joined the meeting and gave a presentation on Designing for a Changing Climate: Carbon Conscious Places along with an update on the status of the projects the Climate Action Towns Team are currently working on.

The presentation was well received and the Board noted there was a huge amount of work done to date and the Team were commended for the work they have undertaken to date and looked forward to future progress.

5. AUDIT COMMITTEE CHAIR'S REPORT

The Audit Committee report and draft previous meeting minutes were tabled. SE advised there would soon be a new format reporting against finance, activity and risk - it is currently reported under three sections – and we would see the benefits of this means of reporting at future meetings. SE also pointed out that Audit had a lengthy discussion around the paper as we've gone from 20 odd projects last year to 69 this year.

The Report was NOTED and the Committee thanked for the work they do.

6. ANY OTHER BUSINESS

Accommodation Update

SR provided an update on the accommodation. SG advice is still to work from home where possible but Bakehouse Close re-opened on 30 August although to date uptake on desk space has been slow. After vacating the Lighthouse we have taken space in Clockwise's Hub in Glasgow with six desks and flexible break-out space. This is a trial until 31 December and is working well to date.

October Board

JMD advised that the Agenda for October's meeting has been firmed up for the V&A on Wednesday 13 October – it has also been confirmed that Tom Arthur MSP will be in attendance. The business part of the Meeting will focus on stakeholders and a discussion on the concept of a shadow Board, along with meeting the Minister and a tour of the What if Scotland exhibition.

It was requested that the Risk Assessments for this face to face meeting are shared.

Feedback on Meetings – Mr Arthur & Ms Gilruth

JMD updated on recent meetings with Jenny Gilruth MSP, at the What if ... Scotland exhibition at the V&A which is to be followed up with a further meeting with her. There was also a positive meeting with Tom Arthur MSP, who will be attending the October Board. It was also noted that JMD and AA have a meeting scheduled for next week with the Deputy first Minister, John Swinney MSP. A meeting is also arranged with the Interim Chief Planner.

Programme for Government

JMD updated that the Programme for Government was published last week. Most of it is seen as positive in relation to what we do along with things that have been introduced that go beyond what we are planning. A briefing was issued this morning on this.

Spending Review 2021

JMD updated that the process of planning for the Spending Review has begun and we are in discussion with PAD and working on various scenarios in readiness for an expected announcement in December.

Materials Library

LL updated that the Materials Library has moved from the Lighthouse to City of Glasgow college which is a more accessible location. It is currently only accessible by their students but we are in discussions on opening it up safely to other users.

Other Matters

AS advised he's currently involved in the judging for the SURF Awards and SE was involved in the Scottish Homes Awards. As these judging events take up a proportion of time it was requested that these requests are made as early as possible and a document is kept of who has participated in the past and will be judging in future.

Date of Next Meeting

Wednesday 13 October 2021 at the V&A, Dundee – timings to be confirmed.

The meeting closed at 12.35 pm.

Signed: 
Ann Allen, Chair

Date: 13/10/2021