

WEB Minutes for the 64th meeting of the Board of Trustees

Tuesday 18 June 2019

Amazon Room, CIWEM, 106 Saffron Hill, London EC1N 8QS

Board Meeting 5 – Year End and Handover

Present:

CHAIR AW	Adam White President	MDT	Merrick Denton-Thompson Immediate Past President	HT	Helen Tranter Vice President
JL	James Lord Hon Secretary	CG	Carolyn Göhler Hon Treasurer	NW	Niall Williams Non Chartered Trustee
KB	Kate Bailey Policy & Communication Chair	MvG	Marc van Grieken Technical Chair	SG	Simon Green Independent Trustee
JS	Jim Smyllie Independent Trustee	PS	Phyllis Starkey Independent Trustee	WY	Wei Yang Independent Trustee
Apologies:					
MB	Michelle Bolger Education & Membership Chair	JF	Jane Findlay President Elect		
In Attendance:					
DC	Dan Cook CEO	AB	Aaron Burton (item7) Head of Policy & Influencing	BB	Ben Brown (item7) Policy Officer (England & Wales)
CH	Christina Hirst (item5 virtual) Consultant Education Projects	RR	Romy Rawlings Incoming Hon Secretary	RS	Rachel Smith (item7) Director Business Development
AmW	Amina Waters (item4) Director Digital Marketing & Operations	YM	Yvonne Matthews Executive CEO & Leadership Team	EW	Emma Wood Governance & Regulation Manager

1. President's Welcome

Adam White (AW) opened the meeting and welcomed Romy Rawlings (RR), newly elected Honorary Secretary for 2019-21 who was in attendance as part of the transition from current to incoming Board

2. Declarations of Interest

- Marc van Grieken (MvG) - Fellowship item
- Carolyn Göhler (CG) - Fellowship item

3. Minutes of the Board Meeting 26 March 2019

The Minutes were approved

4. Year End and FRC

Board noted that the papers were very well written, easy to understand, and particularly appreciated the fast turn around

Recommendations:

- Approve the Trustees Annual Report and Audited Financial Statements for the Landscape Institute - Proposed: Merrick Denton-Thompson (MDT), seconded: Marc van Grieken (MvG). AGREED Accept and note the contents of the auditor's Post-Audit report — NOTED AND AGREED
- Approve and sign the Letter of Representations to Sayer Vincent - AGREED

3. Note the schedule of Board expenses payments - NOTED
4. Individual trustees are asked to complete their Declaration of Interests form – signed forms have been returned and any outstanding should be forwarded to Emma Wood urgently

Board recorded thanks to Andy Wallace (AnW) and the staff team for a very positive result even with the major digital project

5. Entry Standards Modernisation Project Update

Christina Hirst (CH) joined the meeting remotely. DC gave a brief overview and noted that the project team for the initial 12 months will need to be reviewed and changed as the focus changes in the later project phase. DC also confirmed that the project aligns with the digital improvement for P2C

The timetable clearly sets out the project phases and the next step is the recruitment of the technical consultants

CH reported that the survey outcomes report showed high support for the approach and range of competencies. Feedback had highlighted a need for more focus on community engagement and additional development of the specialisms need more work. CH to circulate the report

ALL Any comments on the competencies or specialisms can be forwarded direct to CH

Board recorded their thanks to CH before considering the recommendations:

1. Approve the governance model for the Entry Standards Project including establishment of an industry engagement group and a project steering group to support the LI employee team - AGREED
2. Role for review by EMC and final decision by LI Board at 2 key points over the next 12 months - NOTED
3. Note the revised project timetable - NOTED
4. Note emergent competency list as refined by LI team after consultation by EMC. The proposed steering group will refine further ahead of technical authors commencing detailed guidance and content development - NOTED

6. President's Report

AW gave a presentation outlining significant activity, particularly the LI90 events at RHS Chelsea and the Festival of Ideas at Olympic Park. Additional highlights included:

- i. RHS Hampton Court
- ii. Blue Peter / RHS design competition
- iii. PlanIt challenge
- iv. Biosecurity CPD day at Kew Gardens
- v. LI CPD forward plan
- vi. LI90 presentation 'LI 90 years in 9 minutes' - to be circulated

7. CEO Report

DC praised employees for delivering LI90 – many of whom gave up nights/weekends to make sure it was a success. Met goal of engaging with a wide range of members in a more inclusive way (Olympic Park was very inclusive – children, pets too!)

Board recorded thanks to LI employee team

DC shared insights from a range of employer visits:

- i. LI as an organisation not being inclusive enough in enabling members to get involved in committees, institute activity
- ii. Greater focus needed on design, infrastructure different disciplines to remain relevant
- iii. Masterplanning and Urban Design growing in importance
- iv. Net environmental gain and natural capital rising in importance
- v. Engineering and Architecture seen as an important group to engage with
- vi. A need to rethink communications and engagement for next generation eg video, podcasts but also some hard copy

DC also gave a short update on key activity including:

- vii. IPM High Street funding bid – decision expected by June 24
- viii. CEO to attend RTPi Conference and International Dinner
- ix. IFLA world congress, LI will be leading 2 sessions. 1100 delegates have already booked (400 more than last year)
- x. Landscape Show (17-18 September 2019) - Jane Findlay PE has agreed to lead the pecha kucha

7.1i Policy & Influencing - Climate Change

Aaron Burton (AB) spoke to paper and referred to the 2018 IPCC report re global warming. No related professional bodies have declared a global emergency and there is no guidance on what a global emergency is. Paper outlines role of LI and membership in addressing climate change including 2008 LI Climate Change Position Statement and 2018 IFLA Europe Resolution on Climate Challenges.

AB has made contact with a number of other built environment bodies regarding possible collaborative approach. The paper outlines the types of next steps and engagement needed to fulfil any declaration.

AB outlined a considered approach to declaring a climate emergency:

- i. Engage with other professional bodies through the Construction Industry Council and the Environmental Policy Forum to take a sectoral approach to addressing climate change.
- ii. Form an online task force with around 15 members where they can discuss actions to be included in our Policy and Influencing Strategy and to update the 2008 Climate Change Position Statement.
- iii. Survey the membership to gain their views on climate change and identify actions that they are already taking or a willing to take.
- iv. Discuss changes to ethical standards/code of conduct and how we can regulate in September with IFLA and December with International Ethical Standards Coalition ahead of any changes in 2020/21.
- v. September issue of the LI Journal with the theme of climate change – consider options for LICPD events and webinars.
- vi. Regular updates to the Board by the CEO, including on changes to our operations and facilities to improve our overall sustainability.

DC circulated an article by CIBSE showing how much some professional bodies have done in this arena. The LI is not yet a leader in this and is behind other organisations whilst we have had great public policy ie. the 2008 LI policy is still relevant. There needs to be major behaviour change across society if there is to be enough progress over the next decade. Whilst we recognise it in our strategy, we are not where we need to be in regards sustainability with no internal policies, limited standards, insufficient current regulation eg no reference in the Code of Conduct etc. We would be holding others to a standard higher than we do ourselves and we would need to commit to much more significant changes to the way we work and operate. Committing to net zero has major implications.

If Board are inclined to support the declaration, it was urged that any statement be honest with where profession and institute are at present, that need tangible actions to improve our own practice and also we must develop further collaboration with other bodies and climate/biodiversity experts to be successful in making change happen.

If we immediately transfer to an emergency model of working it was asked what impact does this have on our corporate strategy, business plan and committed works? There are risks to be managed due to this as this was not part of our original 3 year business plan. There are resourcing implications.

OPTIONS

1. Do nothing
2. Professional policy approach – don't declare an emergency but explain that we are already delivering climate resilience and Sustainable Development Goal (SDG) outcomes via our current strategies.
3. Declare a climate emergency, switch to 'emergency modes of working'
4. Declare a climate emergency with other organisations and switch to 'emergency ways of working' [Preferred option]
5. Consider whether climate change resilience should be incorporated into the LI's professional standards and regulations

Board considered the paper and having debated the recommendations identified that additional options should be considered. Key issues include:

- i. Doing nothing is not an option
- ii. As a profession should take lead
- iii. Need clear vision and opinion
- iv. Declaring emergency is easy but implementing change is more difficult
- v. Can't have blanket policies without considering the framework within which we practice. The 2008 policy is still relevant today but there were very little actions as a result.
- vi. Not just a climate emergency but also a biodiversity emergency
- vii. Concern that if make a declaration at this time would be subject to a great deal of criticism as this is not the way that we currently operate
- viii. Can declare the emergency and acknowledge our weaknesses – declare a clear statement of intent
- ix. Important to take action now

Having discussed the options Board agreed that the preferred approach would be to merge option 3+4 - to declare a climate emergency now, switch to 'emergency modes of working' and collaborate with other organisations. Declaration to be drafted in consultation with current and incoming Board members for publication by 30 June

7.1ii Landscape Matters Public Sector Influencing

The 'Landscape Matters' document prepared by Hannah Garrow (HG) is based on public sector research undertaken by the LI consultant with the purpose of showing the value of landscape to the public sector. Merrick Denton-Thompson (MDT) stated that there were problems with the document, it reads like a research paper, is too long and not focussed enough.

DC confirmed that the document is to undergo a 1 month consultation and refinement. DC to liaise with MDT further. All to forward any comments to DC/HG

7.2 Membership Survey Results and Analysis

Ben Brown (BB) gave a presentation providing context and analysis. Key Insights:

- i. ENGAGEMENT - Huge jump in response rate suggests survey has improved and that people are more engaged with the LI
- ii. SATISFIED - Overall satisfaction is generally static: not much change since 2017. A majority of members are still happy

- iii. BRANCHES - Satisfaction is level across the UK. International members are the happiest
- iv. RESILIENCE - 88% of members are either “very” or “extremely” likely to renew. Only 2% are not likely to renew, which is a positive sign for our financial resilience
- v. SERVICES - More work is needed to communicate some key roles and services: such as apprenticeships and our policy activity

The results are generally positive but identify some areas for focus, particularly communicating what we do better. Board highlighted issues with the website and queried whether it would be possible to bring forward the web improvements. DC confirmed already working on the functionality behind the site and updating the front areas as we go along. Do not have the bandwidth at this time to restructure the work programme. ‘Choose Landscape’ and the LI Awards sections demonstrate the way that we are progressing

7.3 Confidential Item

7.4 New Membership

The paper was noted

8. Any Other Business

8.1 IFLA Delegate

Board agreed that Niall Williams (NW) would continue as IFLA delegate for the IFLA meeting in Oslo with the item being brought forward for greater consideration at the September Board

Decisions regarding attendance, travel etc need to take climate declaration into account

DC noted James Hayter IFLA President is to attend September Board to discuss possible IFLA future development

8.2 Confidential Item

8.3 Vote of Thanks

The Trustees gave their thanks to Merrick, Helen and James as this was their last meeting as Officers of the Board. They were each presented with a small gift and the trustees expressed their appreciation with a round of applause

9. Close

There being no other business the meeting closed at 1521

Date of next Meeting:	10 September	Board (1) Risk & Performance
2019-20 Session:	07 November	AGM and Jellicoe
	08 November	Strategy Leadership Retreat with Advisory Council
	09 November	Board (2) Strategy
	10 December	Board (3) Business Planning
	17 March 2020	Board (4) Budget, Business Plan, Performance
	16 June	Board (5) Year End Finance and Leadership Event