

DRAFT Minutes of the 91st Annual General Meeting of the Landscape Institute held
Thursday 04 February 2021

A digital meeting hosted via Zoom

Present:

Board Members:

President Jane Findlay CMLI PLI
IPP Adam White FLI PPLI
Vice President Carolin Göhler FLI

Hon Secretary Keren Jones CMLI
Kate Bailey CMLI
Marc van Grieken FLI

Christine House CMLI
Jim Smyllie
Niall Williams

Corporate Members:

Arit Anderson CMLI
David Appleton CMLI
Ruth Benson CMLI
Ben Betts CMLI
Amanda Blicq CMLI
Colette Bosley FLI
Marian Boswall FLI
Matthew Bradbury FLI
Alison Campbell FLI
Chia-Hun Chao
Frances Christie CMLI
Eva Coley AMLI
Adam Cook CMLI
Charlotte Cottingham CMLI
Andree Davies
Annabel Downs CMLI
Tony Edwards FLI
Luke Engleback CMLI
Sue Evans FLI
Lionel Fanshawe FLI
Noel Farrer FLI PPLI
Cynthia Filipiak CMLI
Karen Fitzsimon CMLI
Anna French CMLI
Stuart Galpin CMLI
Colin Goodrum FLI
Marcus Grant CMLI
Andrew Halksworth FLI
Nick Harrison FLI

Robert Holden CMLI
Giles Hopgood CMLI
Peter Hutchinson FLI
Edward Hutchison FLI
Sue Illman FLI PPLI
Susan Ireland FLI
Diana Ispas CMLI
Gemma Jerome FLI
Alex Johnson CMLI
Wing Lai CMLI
Yuen Li
Ziyao Liu
Rowan Longhurst CMLI
Anna Longley CMLI
Susan Lowenthal CMLI
Ana Lozano
Glen Macfarlane CMLI
Louise Jane Martine
Brendan McLernon CMLI
Rory McNally CMLI
Hal Moggridge FLI PPLI
Colin Moore CMLI
Steven Morgan FLI
Peter Neal FLI
Helen Neve CMLI
Mary O'Connor FLI
Adetoyese Oyedemi AMLI
Martin Page CMLI
Rhea Parkes CMLI
Anna Penning-Rowse CMLI

Ian Phillips CMLI
Nicola Phillips CMLI
Lyn Poon
Miriam Porter
Barbara Pyda-Martin
Romy Rawlings CMLI
Paul Reynolds CMLI
Vanessa Ross CMLI
Rebecca Rylott CMLI
Laura Scott-Simmons CMLI
Martina Sechi CMLI
Helen Selwyn CMLI
Ruth Shelton CMLI
Sue Sljivic CMLI
Alan Tate FLI
Christine Tudor CMLI
Julia Nerantzia Tzortzi FLI
Paj Valley FLI
Lewis Vaughan
Akash Wadhawan CMLI
Tim Waterman AMLI
Julia Watts FLI
Andrew Wayro
Wiktoria Wesolowska
Jenifer White CMLI
Simon White FLI
Adrian Wikeley FLI
Charlotte Williams
Sarah Wilson CMLI

Staff in attendance:

Ahlyah Ali
Paul Lincoln
Yvonne Matthews

Andy Morris
Lucy Pickford
Theo Plowman
Anna Serazetdinova

Laura Schofield
Emma Wood

Others:

Julie Clark

Virginia Hinze
Zofia Mellor

Dan Wang

Item 1 Welcoming Address from Jane Findlay, President

The President welcomed all to the first digital AGM and noted that the meeting is being recorded and will be available to those members not able to attend

Jane Findlay (JF) announced that CEO Dan Cook is stepping down from the role in April 2021 after almost 5 years. Dan has helped modernise and transform the LI and will be undertaking some study this year. JF also introduced new Honorary Secretary Dr Keren Jones CMLI

JF confirmed that Members were able to vote in advance as usual and that the online voting site would remain open until the main business of the AGM was concluded. The LI electoral services provider Mi-Voice would confirm the final vote with scrutiny by Peter Neal, Chair Appointments & Selection Committee.

Item 2 To approve the Minutes of the 2019 Annual General Meeting held 07 November 2019

The Minutes were Proposed: Steve Morgan and Seconded: Noel Farrer

Votes:

For	Against	Abstain
449	3	26

Decision: The Minutes were approved as an accurate record of the AGM held 07 November 2019

Item 3 CEO Report

The CEO performance report for 2018-19 was given by JF and Carolin Göhler (CG) and highlighted a number of major achievements:

- i. Digital Innovation & Transformation CPD day
- ii. Celebrating our history LI90
- iii. One of the first professions to declare a climate & biodiversity emergency
- iv. IFLA World Congress
- v. LI Awards
- vi. First ever Black History Month event
- vii. Landscape Architecture on UK Government's skills shortage lists
- viii. Joined High Streets Taskforce

Before giving an overview of future plans including:

- ix. LI Campus - CPD on-demand platform
- x. LI Connect - Online group discussion platform
- xi. Online CPD recording system

Item 4 Presentation from Carolin Göhler, Vice President

The Vice President (and Honorary Treasurer 2018-19) gave a presentation on the Institute's healthy financial position including:

- i. The successful implementation of several major digital projects which provided strong resilience during the COVID-19 pandemic
- ii. The move to a new serviced office at 85 Tottenham Road, London W1T 4TQ
- iii. Audit report noted that 'despite the early impact of COVID in March 2020, the Institute remains in a healthy financial position and is making investments designed to enable the growth and the strengthening of the profession and its influence in future years'

- iv. Preparing for greater operational uncertainty in the year ahead, starting to see impacts from Brexit on goods but yet to see impact on services, a longer lockdown means a slower recovery and potential further economic impacts

Carolyn also recorded thanks to:

- Steve Morgan for his time as HonTreasurer during 2019-20
- Finance & Risk Committee (FRC)
- all staff and members who have made the treasurer role interesting and challenging at times, helping to propel LI into the future

Q&A Will more LI staff work from home and not commute to central London offices so we can downsize and relocate to cheaper offices. *Have already moved to significantly smaller offices and have a number of regionally based staff*

Why did we spend £162,000 on consultants/direct costs last year. *The use of a range of different consultants for specialist advice such as legal, entry standards etc are typical for an organisation of our size*

Item 5 To receive and approve the Trustees' Report and Annual Accounts of the Institute for the financial year ended 31 March 2020

The Trustees' Report and Annual Accounts were Proposed: Marc van Grieken and Seconded: Sue Illman

Votes:

For	Against	Abstain
444	9	25

Decision: The Trustees' Report and Annual Accounts of the Institute for the financial year ended 31 March 2020 were approved.

Item 6 To approve the re-appointment of Sayer Vincent as the Institute's auditors

The re-appointment of Sayer Vincent as the Institute's auditors was Proposed: Nick Harrison and Seconded: Marc Van Grieken

Votes:

For	Against	Abstain
447	3	28

Decision: Sayer Vincent were re-appointed as the Institute's auditors

CG noted that as part of the regular review of the audit process and financial best practice we will look to engage new auditors for 2022-23 financial year

Item 7 Presentation from Jane Findlay

The President gave a brief update on future plans and activity including:

- i. Apprenticeships - Capel Manor College to launch apprenticeship programme 04 May with a number of other academic institutes programmes in development having been delayed by the COVID-19 pandemic

- ii. #Chooselandscape - Adam White ambassador for the campaign
- iii. LI Awards 2020 - the 1st virtual event was very successful with a record number of entries and 1083 delegates registered for the event
- iv. Online CPD recording system
- v. Equity, Diversity & Inclusion action plan
- vi. Update on the Independent Review highlighting stress/welfare of staff, trustees and volunteers. Report will be published 10 February 2021 on the LI website

Q&A Will the Independent Review report be redacted. *The report will not be redacted*

Item 8 Volunteer of the Year Award

The President announced the winner of the Volunteer of the Year Award: Karen Fitzsimon CMLI, and offered her congratulations before Karen gave a well received presentation

CLOSE There being no other business the meeting closed at 1858