

Architecture & Design Scotland

Ailtearachd is Dealbhadh na h-Alba

ARCHITECTURE AND DESIGN SCOTLAND

BOARD MEETING (96)

IN PERSON EDINBURGH FUTURES INSTITUTE (EFI)

10.45 am Wednesday 26 June 2024

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

Staff: Jim MacDonald (JMacD), Lynne Lineen (LL), Ian Gilzean (IG), Tom Sharples (TS), Anja Ekelof (AE), Heather Claridge (HC) & Andrea Hepburn (AH – Minutes)

Sue Reynolds (SR), Danny Hunter (DH), Lesley Riddell-Robertson (LRR) & Gill Black (GB) – all Item 8

1. DIGITAL PLACE HUB

IG provided Board with an overview of the work to date and its potential application within our work.

2. Tour of EFI

CP led a short tour of the building for members of the Board

3. EFI presentation

Kev Dhaliwa, Interim Director, and Douglas Graham, Business Engagement and Partnerships, from EFI joined the meeting to introduce members to the philosophy behind the Institute and their ambitions for it.

4. APOLOGIES & DECLARATIONS OF INTEREST

Apologies were received from Sam McCabe & Georgiana Varna.

5. MINUTES OF PREVIOUS MEETINGS AND MATTERS ARISING

The Minutes from the meeting on 16 May 2024 were approved.

One matter arising from May 24 is ongoing.

6. CEO's UPDATE

The CEO's update was NOTED with no comments.

7. RAPID FUNCTIONAL ASSESSMENT (RFA) – CONFIDENTIAL

Board members discussed a commercial-in-confidence paper relating to the recent draft report of the RFA. Following this discussion, it was agreed that it presents the opportunity to restate our value and directed the CEO to communicate their views to Scottish Government as part of the next steps.

8. 2024/25 ACTIVITY PLANS

JMacD updated that the Business Plan approved in March sets out our work around six activity areas under our new ways of working. We are currently getting up to speed with the way we drive the outcomes for Corporate Plan 2 and keep track of data gathering to record our impacts and outcomes.

Each of 6 activity leads summarised their work for the year, how they will track performance, and how they will gauge its impact.

The Board welcomed the presentations and the work being undertaken, in particular the efforts being made to understand performance and impact. AA asked that further detail on these two issues be brought back to a future meeting.

KM noted that this provides a good framework for Audit Committee and gives an opportunity to home in on what the priorities are.

ACTION 1: JMacD to arrange for copies of the slides to be circulated to members.

9. VALUE OF CAMPAIGN UPDATE FOLLOWING LAUNCH

AE updated on the launch tomorrow (27 June) of the Value of Design Campaign. This will be a multi-channel campaign aimed at raising our profile and we'll be testing a new approach to comms across channels. We'll measure the impacts of this to inform future campaigns. There will be a web page, social media posts and press releases and the campaign will have three phases between now and September.

The Board have been provided with a briefing on the messages and we will share the google drive with all the videos, messages, branding, etc.

Board members were asked to give some thought to anyone who could be interviewed or write any blogs for the campaign and we will follow up on suggestions.

ACTION 2: Board Members to give thought to anyone who could contribute to the videos or blogs and advise JMacD/AE.

10. KEY STAKEHOLDERS UPDATE - CONFIDENTIAL

JMacD updated members on the most recent engagements with key stakeholders, including the content of the RFA draft report. Headlines from this include low awareness of our role and the need for more clarity on the value we add, notably in relation to government priorities.

The Board agreed that updates on Stakeholders should be brought to every meeting. In addition to planned engagements, AA encouraged Board Members to make the most of any informal opportunities they have to get our messages out there and to draw on the Value of Design campaign in doing so.

Board Members should provide updates to SR following all engagements with stakeholders.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

12. ANY OTHER BUSINESS

There was no other business.

Date of next meeting – Wednesday 11 September 2024.

The meeting closed at 4.00 pm.



Signed:
Ann Allen, Chair

Date: 13 November 2024