

# Architecture & Design Scotland

Ailtearachd is Dealbhadh na h-Alba

## ARCHITECTURE & DESIGN SCOTLAND

### MINUTES OF BOARD MEETING

#### Online Via MS Teams

1400hrs on Thursday 17<sup>th</sup> December 2020

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

**Staff:** Jim MacDonald, (JM, CEO), Heather Chapple (HC), Lynne Lineen (LL), Sue Reynolds (SR), Emelie Borg (EB), Val MacBeath (Minutes), Gillian Black (GB – Observer), Steve Malone (SM – Observer), Johnny Cadell (JC – Observer), Heather Claridge (HCI – Observer)

**Apologies:** Daisy Narayanan

**Guest:** Ian Gilzean PAD (IG)

## 1. WELCOME, APOLOGIES & DECLARATIONS OF INTEREST

The Chair welcomed members to the online Board Meeting. Apologies were received from Daisy Narayanan. No declarations of interest were noted.

It was agreed that the meeting would be recorded, and the recording destroyed after the Minutes are prepared.

The Chair reported meetings had taken place with Ms Hyslop and Ms Campbell. Both meetings were very supportive and encouraging of the progress we are making and asked that staff and Board be thanked for maintaining momentum during the last 10 months. Several references were made to challenging budgets going forward noting the financial position despite very positive conversations.

## 2. DRAFT STRATEGY & CORPORATE PLAN SIGN OFF

Drafts of the Corporate Strategy 2021-31 and Corporate Plan 2021-24 had been amended to incorporate and reflect feedback provided by the Board at the November 2020 meeting. Both documents were now presented for approval.

It was reported that following approval of both documents the drafts would be submitted to Ministers to approve in January 2021. This timescale should ensure we are in a position to publish the documents with Ministerial approval before the pre-election period commencing on 25th March 2021.

The Board were content that the substantive nature of what we say we are going to do over the next 10 years is contained with the draft Corporate Strategy 2021-31 as we aim to move from a world where place and community engagement is hard to deliver to a place where it becomes normal that places are created by the people who use them.

The Board agreed that the graphics within both documents need further work.

The Board **APPROVED** the substantive content of the 2021-2031 Strategy and 2021-2024 Corporate Plan with further updates on graphics being finalised by the editorial team on both documents.

### 3. AOB

The Chair expressed her thanks to the staff team and also thanked the Board for effectively engaging and contributing over the last 10 months of working from home due to the pandemic and supporting the organisation during challenging times.

On behalf of the Board the Chair of Audit Committee thanked the Chair of the Board for her leadership throughout 2020 and extended thanks also to our CEO and Sponsor Team in ensuring A&DS have been able to keep delivering and inspiring people throughout a very uncertain 2020.

The Meeting closed at 16:00.

Signed:   
**Ann Allen, Chair**

Date 11/02/21

#### **Addendum:**

Following the Board meeting on 17 December 2021 the Chair took a decision to add both the 2021-2031 Strategy and 2021-2024 Corporate Plan final drafts to the February 2021 Board Meeting to obtain full Board approval. As well as updated graphic work, it was agreed by the Chair and the CEO that some of the content would be further developed for the final draft.

Action: Add an item onto the February 2021 Board meeting to review and approval final drafts of 2021-2031 Strategy and 2021-2024 Corporate Plan.