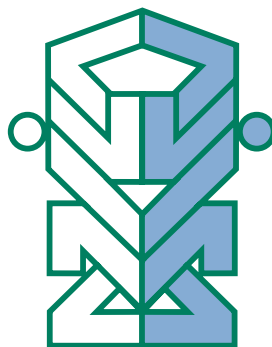


ANNUAL REPORT 2007 FINANCIAL YEAR



**NEW ZEALAND INSTITUTE
OF LANDSCAPE ARCHITECTS INC.**

PUBLISHED MARCH 2008

www.nzila.co.nz

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ANNUAL GENERAL MEETING AGENDA

**Date & Time: 2.30pm - 5.00pm
Thursday 3 April 2008**

**Location: Hyatt Regency Hotel
Cnr Princes St and
Waterloo Quadrant
AUCKLAND**

1. Attendance and Apologies
2. Receipt of proxy votes
3. Confirmation of Minutes of the 2007 AGM
4. Matters arising from Minutes
 - 4.1. Ratification of the revised Constitution 2007 arising from 2007 AGM
5. Presentation of Annual Reports
 - 5.1. Honorary Secretary; Branch Liaison; Liaison with Professional Bodies
 - 5.2. Marketing & Promotion; Student Affairs
 - 5.3. Associateship; Environment & Legislation
 - 5.4. Education; CPD; Conference/Workshop Liaison
 - 5.5. Accreditation; CIC/Urban Design
 - 5.6. Graduate Affairs; Documentation Practice Support
6. Presentation of Annual Accounts – Grant Edge
7. Presentation of Budget for 2008
8. Appointment of Auditors (only required if voting to occur)
9. Conference/Workshop
 - 9.1. 2008 Conference Auckland 'SHIFT'
 - 9.2. 2009 Workshop Queenstown (major AILA conference)
 - 9.3. 2010 Conference (propose Wellington location)
 - 9.4. 2011 Workshop (propose Northland location)
 - 9.5. 2012 Conference (propose Christchurch location)
 - 9.6. 2013 NZILA/AILA IFLA World Congress - Auckland
10. Awards:
 - 10.1. No Fellow nominations for 2008
 - 10.2. Student Tertiary Excellence Awards
11. Associateship Presentations
12. Remits – no remits received
13. Registration – Rachel de Lambert
14. Landscape Architects Legislation – Di Lucas/Robert Watson
15. IFLA – Alan Titchener

- 16. Education Foundation – Frank Boffa
- 17. Landscape Charter - Brad Coombs
- 18. High Country Landscape Group – Anne Steven/Di Lucas
- 19. Cultural Heritage Landscape Group
- 20. General Business
 - 20.1. Members business structure (Grant Edge) (carryover from 2007)

NZILA PORTFOLIO DIRECTORY 2007-2009

President	Renée Davies
Vice President; Treasurer; NZILA Documentation Records	Grant Edge
Honorary Secretary, Branch Liaison; Liaison with Professional Bodies	Jennifer Dray
Marketing & Promotion; Student Affairs	Mike Farrow
Associateship, Environment & Legislation	Brad Coombs
Education; CPD; Conference/Workshop Liaison	Sue Dick
Accreditation; CIC/Urban Design	Chris Bentley
Graduate Affairs, Documentation Practice Support	Will Thresher
IFLA Liaison	Alan Titchener
Registrar	Rachel de Lambert
Education Foundation	Frank Boffa
Ministry for the Environment Liaison	Clive Anstey
Landscape Charter	Diane Menzies and Brad Coombs
Webmanager	Melanie Whittaker
Administration	Melanie Whittaker

PRESIDENT'S REPORT

Renee Davies

This year has been yet another busy one for the Executive Committee. It is always an eye-opener, sitting down to complete the Presidents report for AGM. Time flits past very quickly, and in reviewing the year that's been, it is easy to forget how much has been achieved, over a short 12 month period, particularly as such a lot of the projects are being championed on a voluntary basis. I've outlined below a summary of what I believe are the key achievements that the Executive and Institute as a whole have made over the last year. In addition, I've noted some the projects that we would like to accomplish over the coming year. This will be my final year as President of the NZILA, and I and the current Executive would like to leave a legacy of completed projects and the establishment of some robust planning in place for ongoing projects that may remain outstanding for the next Executive Committee to continue and champion.

2007 Achievements:

- Completion, printing and distribution of Graduate Information Book.
- Secured ongoing solo sponsorship from Resene for the NZILA Pride of Place Awards.
- Securing Auckland, New Zealand as venue for the 2013 World Congress in partnership with AILA. Draft World Congress document completed.
- NZILA Members only forum developed and available to members.
- Increased income from job advertising on website.
- Successful workshop in Hawkes Bay run by Hawkes Bay/Manawatu Branch
- Branch map drawn up and placed on website.
- Associateship process and membership review work briefed and started.
- Seven members achieved Associate member status of the NZILA
- NZILA members provided additional benefits through optional membership of Urban Design Forum
- Development of promotional CD on Landscape Architecture started.
- 26 new members joined the Institute.
- Website hits have significantly increased from previous years
- Average of 14 members per day log on to members only area of website.
- Improved financial administration assistance for Executive Officer role.

2008 To Do's:

- Completion of the Landscape Charter Draft for presentation at 2009 AGM for adoption by membership.
- Completion of the First stage of Documentation papers for distribution to all members by June 2008 and progression of second stage by April 2009.
- Confirmation of venue location and theme for 2013 World Congress by 2009 AGM, preliminary speaker list developed.
- Associateship process and membership review work proposed actions reported to 2009 AGM.
- Job descriptions and guidelines completed for Branch and Executive portfolio roles.
- Completion of promotional CD on Landscape Architecture by June/July 2009.

Sad Goodbyes

It was with sadness that we noted the passing away of Charlie Challenger this year.

Charlie Challenger was a father figure for landscape architecture in New Zealand. He founded the first landscape architecture course at Lincoln College in 1969 and was widely known with a high profile career as a teacher of landscape architecture.

Charlie died at home at Okuti Valley, Banks Peninsula, on 21st September 2007, aged 84. Many senior members of our profession were educated by Charlie and we have all been influenced by and benefited from his leadership in education and the profession.

Charlie's significant and ongoing contribution to the landscape architecture profession, is recognised through our bi-annual NZILA Pride of Place Landscape Awards where excellence in landscape planning is awarded the Charlie Challenger Supreme Award.

As an ongoing tribute to Charlie and also George Malcolm, another of our founding landscape architects (who celebrated his 90th birthday in 2007), the Executive have commissioned a sculpture for the Institute which, starting from 2008, will be presented to the successful Charlie Challenger and George Malcolm supreme award winners. The inaugural unveiling will occur at the NZILA Resene Pride of Place Awards 2008.

World Congress Planning

Confirmation from IFLA that the bid from NZILA and AILA to host the 2013 World Congress was successful has been great news. I have gathered together all the information from IFLA on guidelines and requirements for a World Congress. I am currently drafting a Proposed Committee Structure and Planning Brief which we will table and discuss with the AILA at our joint meeting to be held at the Auckland conference. The intention is to establish the committee by June of this year at the latest and to start implementation of any planning requirements that are identified in the five year timeline that I will prepare for that planning brief.

Executive Committee Thankyou

As always, at this point in time I would like to issue a thank you to all the Executive Committee for their work over the last year. A role on Executive takes a huge amount of commitment and time, fitted in around other day to day work and the continued enthusiasm and hard work being undertaken, on the members behalf, by the Executive is a role that is greatly appreciated by myself and is deserving of recognition and appreciation from NZILA members.

Also, a vote of thanks, again, to Melanie Whittaker, our Executive Officer for her continuing liaison and organisation role for the Institute. As I have discussed previously, I believe that the Executive Officer role is pivotal for an Institute of our size (now over 500 members) to ensure effective and consistent communication. Melanie continues to provide the highest of professional service to our Institute.

IFLA

Alan Titchener as the NZILA IFLA Eastern Region delegate, has continued to represent the NZILA at IFLA conferences and meetings. Alan has ensured that the NZILA has a strong presence within IFLA and produces excellent information and reports for all our members outlining current IFLA issues of relevance to us and our profession. Thankyou Alan for your excellent representation and input into this demanding role.

LNZ

As outlined in the Summer 2008 Insite, responsibility for **LNZ (Landscape New Zealand) magazine** has transferred from the editor of Urbis and now has a dedicated editor/publisher in Steve Bohling of AGM who is also responsible for other professional publications such as the Planning Institute magazine. Steve is keen to re-establish more input and contributions from our members for LNZ magazine. If you are interested in providing articles and/or have some great article ideas, please don't hesitate to contact Steve at steve.bohling@agm.co.nz. Alternatively, keep in touch with any of the current Editorial panel, who can forward ideas to Steve. The current Editorial panel consists of [Jan Woodhouse](#), [Sarah Collins](#), [Peter Kensington](#) and [myself](#). The Executive Committee alongside the Editorial Committee and LIANZ will continue to monitor the magazine to ensure that improvements continue to be made to achieve a better product for our members, the industry and other readers.

Education Foundation

Another interesting Foundation Scholar visit to New Zealand occurred in 2007. Mario Schejtnan, an architect and landscape architect from Mexico presented a number of inspiring and challenging talks and workshops.

Thank you again to Trustees Frank Boffa, Jan Woodhouse and Di Menzies for the huge amount of work and energy put into organising these tours, which continue to be one of the highlights of the Institute year.

(LIANZ) Landscaping New Zealand Liaison

Over 2007, I have met with the President of Landscaping New Zealand, Elle Anderson. We have both discussed the need to re-establish some stronger links between the two organisations, beyond LNZ. From our discussions it is clear that the two organisations are facing similar issues in some

areas, and liaison between us and information sharing could be of real benefit. As such, we will be sharing some information between our respective organisations on CPD events and seminars etc that might be of interest to both parties. Elle's Committee have also instigated an invitation to the NZILA President to attend their annual conference in order to allow networking between the organisations. The NZILA Executive have confirmed a reciprocal arrangement.

Renee Davies
NZILA President

HONORARY SECRETARY, BRANCH LIAISON; LIAISON WITH PROFESSIONAL BODIES

Jennifer Dray

HONORARY SECRETARY

New Members and overseas applications for membership

On behalf of the Institute I am pleased to welcome new members who have joined over the past year. We are also having new members join us who have qualified overseas, our profession is enriched by the experience and training that many of these people bring from other parts of the world.

George Malcolm's 90th Birthday Celebration

The Canterbury/Westland Branch hosted an afternoon tea on 2 December in Christchurch to celebrate George Malcolm's 90th birthday. George is one of the founding members of the Institute and, together with Charlie Challenger was made an inaugural Life Member in 1982.

A collage was presented to George Malcolm representing projects that have been awarded the 'NZILA George Malcolm Supreme Award for Excellence in Design' (1988-2006). (featured in *Insite* #18 Summer 2008)

Sustainability Rating Tool

The CanWest branch committee put forward a resolution supporting an NZILA application to a suitable government fund (e.g. The Sustainable Management Fund) to establish a rating tool for sustainable landscape and public place developments (e.g. Green Star, LEED or similar New Zealand equivalent). This may be a suitable student research topic and the Ministry for the Environment are to be approached regarding a sustainable rating system and project funding available.

Christchurch Urban Design Panel

The Christchurch City Council has called for expressions of interest from Landscape Architects and Urban Designers to become part of a new Urban Design Panel, to review and advise on proposed developments within Christchurch City. The local branch has recommended that panel members be associates with a minimum of 10 years practical experience. Nominations have been received and the panel is to be up and running by May or June of 2008.

Executive Officer role

One of the responsibilities of the Honorary Secretary portfolio is that of overseeing the Executive Officer's position and role. Melanie Whittaker has been filling this position with great initiative and dedication and I acknowledge her considerable contribution to the Institute over the past year.

BRANCH LIAISON

Student contact

With the academic year just starting at the 3 tertiary institutions that run landscape architecture programmes, we are looking toward building upon successful initiatives delivered by previous committees. Local Branch committees are encouraged to support students on their local campuses by appointing a member of their local committee as a student liaison person. Also by introducing, by way of presentations, the Institute to the students at the start of each year and encouraging new memberships. CPD events aimed at the students have been a particularly successful way of gaining student involvement in their local branch.

Presentations have focused upon the benefits that students gain from being a member, not just in terms of receiving documentation, magazine subscriptions and website access, but also through an active involvement in the professional community. They also promote the concept of students setting their foundations now as the future of the Institute.

Branch members in arrears.

Branch secretaries have been encouraged to contact members in arrears with payment of fees with offers of payment methods such as instalments or to apply for hardship. We now have credit card facilities as a ease of option for payment of subs.

Branch members who have been overseas should be advised that in order to reactivate their membership upon their return (or those who don't formally resign but run up arrears of membership), Institute guidelines require that upon rejoining the arrears for the year they didn't resign but received membership benefits is due for payment. Melanie should be contacted before leaving the country if there are any queries on this point.

Branch Officers

We've had several changes to branch committees during the course of the recent branch AGMs. I'd like to thank those who have retired, their contribution has been invaluable. The importance of a strong branch structure cannot be under estimated in ensuring that a branch functions well and reflects the vibrant organisation that we are.

The new Branch officers are as follows:

Auckland:	<i>Outgoing</i>	<i>Incoming</i>
Chair	Mike Thomas	Peter Whiting
Vice-Chair		Michael Cassidy
Secretary (unchanged)		Carol Drinnan
Treasurer (unchanged)		Sherry Berg

Central North Island	<i>Outgoing</i>	<i>Incoming</i>
Chair		Fraser Millar
Secretary		Fraser Scott

Hawkes Bay Manawatu	<i>Outgoing</i>	<i>Incoming</i>
Chair	Sara Gerard	Debra Stewart
Vice Chair (unchanged)		Nicola Henderson
Secretary	Shannon Bray	Megan Royal
Treasurer (unchanged)		John Brenkley

Wellington	<i>Outgoing</i>	<i>Incoming</i>
Chair (unchanged)		Ralph Johns
Secretary (unchanged)		Wade Robertson

Nelson/Marlborough Branch	<i>Outgoing</i>	<i>Incoming</i>
Chair		Rory Langbridge
Secretary		Tom Carter

CanWest	<i>Outgoing</i>	<i>Incoming</i>
Chair (unchanged)		David McKenzie
Secretary	Jennifer Dray	Hannah Lewthwaite
Treasurer (unchanged)		Louise Bailey

Southern	<i>Outgoing</i>	<i>Incoming</i>
Chair		Ben Espie
Vice-Chairperson & Dunedin Liaison	Robin Duncan	Stephanie Branch
Secretary	Stephen (moved to Auckland) Quin	Anne Steven

Jennifer Dray

MARKETING & PROMOTION; STUDENT AFFAIRS

Mike Farrow

MARKETING & PROMOTION

The executive has recently elected to support a new promotional publication outlining the skills and capabilities of landscape architects to the various regulatory bodies, developers and the wider community. We have recently commissioned a design consultancy to assemble a mini CD format that will be produced in large numbers and available through Councils, practices, libraries, field days and similar events. We are envisaging this little promo item to sit alongside the front desk brochures that have been produced by our engineering and surveying colleagues, and will be looking for an inspired and punchy presentation. We will also run the promo through the front page of the NZILA website so that all visitors to the site will also have access to it.

The graphic material on the CD will be largely drawn from past award winners and the text will benefit from the words of Dr Dianne Menzies who has kindly offered some of her IFLA presentations as a resource for the promotion. Our intention is to have the CDs available for distribution by May 2008.

The current year has also been selected to review our media liaison relationships and we'll be inviting expressions of interest from a number of providers, including our current advisor, Word of Mouth Media, to present submissions for that service so that we can ensure that we are getting the most effective service for the benefit of the Institute. Accompanying that invitation will be a brief and a media strategy which will be developed with input from the executive.

Continuing the spirit of review, I intend promoting a change in the title of this portfolio from 'marketing' to 'communication' to better reflect the wider role of conveying the various messages that the Institute needs to get out to the community.

STUDENT AFFAIRS

The past 12 months have seen a further consolidation of the Institute's profile amongst students of landscape architecture. We now have a record 116 student members composing over 1/5th of the total membership. It is very pleasing to see this continued climb in the numbers of those studying who are choosing to become active in their professional body. The excellent response to the student awards, along with the caliber of work displayed at the end of year events that were partially sponsored by NZILA, are further signs of this continued engagement.

Two initiatives over the coming year will, I hope, continue to build the Institute's presence within the tertiary institutions. With our Graduate Pack now finalised for distribution, the Student Support Pack that we have been planning for some time can fall into place using a similar template. The content of that information pack is under discussion amongst exec and will be further refined for its final draft at the next executive meeting. Our intention is to have the Student Support package out to all landscape architecture students by mid 2008 and to have an annual distribution to all new students at the three tertiary institutions thereafter.

The student section of the forum on the NZILA Website has recently been launched and we are looking forward to monitoring the uptake of that facility amongst our student members. 2008 will see me taking a more active involvement with the student bodies and I'll be facilitating that through the leaders of the landscape architecture student associations at Unitech, Victoria and Lincoln.

As the profession grows the integration of students is vital to the long-term vitality of the Institute and I encourage all members to go out of their way to have a chat to aspiring landscape architects at branch events and conferences.

Mike Farrow

ASSOCIATESHIP; ENVIRONMENT AND LEGISLATION

Brad Coombs

ASSOCIATESHIP

2007 was a busy year for the Associateship Panel with 14 Associateship Applications being received. Seven applicants were successful with their Associateship Applications in 2007. The Executive Committee welcomes the following people as Associate Members of the Institute:

Charlotte Jackson
Claire Walker
Craig Pocock
Joanna Dey
Kirstie Porter
Paul Roper-Gee
Sarah Poff

Associateship Certificates are to be presented to those in attendance at the AGM.

Congratulations to the successful Associateship Applicants from 2007.

Associate Process and Membership Review

The New Zealand Institute of Landscape Architects (NZILA) Executive Committee undertook at its July 2007 Executive Committee Meeting to initiate an Associate Process and Membership Review of the NZILA. In recent years a number of issues have arisen from the existing Associateship Application process and Membership categories. A review of the Associateship Application process, membership categories, and Registration process is required to ensure that the NZILA is able to service its' membership at an appropriate professional level.

Issues

Issues which have been identified in recent years associated with Associateship and Membership categories include (but are not limited to):

- A large and growing number of Graduate 5 (G5) members who are not applying for Associateship.
- The number of unsuccessful Associateship applicants, and whether the current Associateship application process is still serving the applicants, the profession, and employers. A mentoring and 'pathway' approach to preparing for professional examinations during the early career years may provide more certainty and value for applicants.
- Confusion at the role of Registration and Associateship and which membership category is to become the professional membership standard for NZILA.
- Reciprocity (or at least a streamlined Professional Examinations process) for Landscape Architects who are members of equivalent overseas Institutes (e.g, AILA, USLA, LI (UK), etc)
- The Registration process and a review of the number of CPD points which should be required to achieve Annual Registration. The current 15 point 'self monitoring' system is considered to be easy to achieve, and in line with recommendations made at the inception of the Registration system a points review (quantum) is now required.

The key issue relating to this review is the Associateship application process. Other issues are related, but are secondary to the Associateship review. The Registration Review is a minor part of the project, and it is envisaged that a review of the number of points is likely to be all that is required.

A brief has been prepared to engage an appropriate person(s) to co-ordinate a review of the Associateship category and application process, Membership, and Registration. That brief has been issued to NZILA Members and to other affiliated professional bodies as a Registration of Interest to ensure that an appropriate person is found to undertake the review and make recommendations back to the Executive Committee.

A recommendation will be put to the AGM regarding an appropriate level of financial commitment to this important special project, and appointment of the recommended person.

Associateship Panel

The Associateship Panel in 2007 was the same as the previous year. The Associateship Panel had a very busy time in 2007 with 14 Applicants, and continues to do good work on behalf of the Executive Committee and the Institute.

John Brenkley was the Chairperson of the panel again and was ably assisted by Ralph Kruger, Jenny Moore, Clive Anstey, Linda Kerkmeester, and John Powell. Thank you to the panel once again for your hard work in 2007.

Associateship Workshops

A number of Associateship workshops were held around the country leading up to Associateship applications closing in 2007. Well-attended workshops continue to be popular with intending applicants.

ENVIRONMENT AND LEGISLATION REPORT

It has been a busy year for the Environment and Legislation portfolio with most time and energy spent on the Landscape Charter.

Submissions

During the year the Auckland Chapter of the Cultural Heritage Landscape Group very proactively prepared a submission to the Historic Places Trust (HPT) Guide No 7: Heritage Landscapes. The submission was very well received by HPT, and they expressed their gratitude for the input. The submission had a strong influence on the development of Guide. Thanks to the Cultural Heritage Group for your work in representing the Institute.

NZILA LANDSCAPE CHARTER

The workshop on the Landscape Charter at the 2007 Conference in Hawkes Bay provided some very valuable feedback.

Progress has been stop-start for the NZILA Landscape Charter, however the year has resulted in a Draft Charter, which will be issued to the NZILA Membership prior to the AGM and the Conference.

A workshop will be held on the Landscape Charter on the Sunday after the Conference. Members are encouraged to come along to the Charter workshop and to help to shape this very important piece of work for the Institute.

Brad Coombs

EDUCATION; CPD; CONFERENCE/WORKSHOP LIAISON

Sue Dick

EDUCATION

The Education Foundation continues to provide a welcome lead in the CPD area nationally with its visit last year of Mario Schjetnan as its Foundation scholar. Frank Boffa, Di Menzies & Jan Woodhouse master-minded another out-standing series of professional meetings in conjunction with relevant Branches around the country. Thanks to them all and of course to Mario. A big thank-you to branch committees who did the spade work at a local level planning his itinerary, hospitality and events.

This year it is a welcome initiative to hear that the Foundation Committee are thinking of organising an Education Forum to debate some of our national issues in relation to provider education within the profession. This is timely and will mesh well with the planned review of Associateship and Registration.

CONFERENCE/WORKSHOP LIAISON

Congratulations to the Hawkes Bay-Manawatu Branch who held a very successful smaller Conference in Napier with the theme 'Landscapes of Lifestyle' in April last year. Despite some very wet windy weather under the bald, brown hills (!) the marquee held up and the event was enjoyed by all. A special thank-you to Shannon Bray and his team who organised this profit-making event.

The organisation of the SHIFT Conference in Auckland this year has involved a huge amount of work and the Auckland team has been energetic and creative in organising an excellent line-up of speakers and sponsors. The Committee's liaison has involved attendance at Executive meetings and reporting to Grant, (treasurer) and local Auckland Exec members - Renee and Chris. The Awards event looks to be its most significant yet with a record number of entries and a rich round of awards to be made. The results from the management of this Conference will be analysed and will provide useful grist to formulating a strategy for running the 2013 NZILA/AILA IFLA World Congress which will be held in Auckland.

The NZILA intends to run its Conferences on a two-yearly cycle and we are hoping to forge these distinctions more clearly in future: one year a large Conference is held in one of the main centres accompanied by an Awards event. This Conference calls for papers from members and seeks to draw international key note speakers. The NZILA event the second year is a smaller, often regional event. Here, there is an emphasis on attracting members to an event that can be more intimate and informal, frequently focusing on Landscape issues at the regional scale. Sometimes this will have the format of a participatory workshop and sometimes a small conference with an emphasis on local speakers. Every year an AGM is called, usually on the afternoon before registrations open.

To this end it is pleasing that the Southland Branch has offered to hold a small workshop/conference in Queenstown in April 2009. Ben Espie the event Convenor says:

"The Southern Branch is happy to announce that the wheels have been set in motion to host a workshop or small conference in Queenstown in April 2009. The theme of the event is to be large scale landscape change and a number of large local projects will be looked at and discussed in relation to this. Organisers hope to promote a site-based participatory format with interaction and open discussion being key aspects of the gathering. The branch is looking forward to showing you their back yard. "

A new initiative for this Conference which I am promoting is the idea of a 'Gs for Gs' workshop/event in which Graduates can present small edgy papers, graphics reviews, experimental work to their peers and colleagues.

CPD

Branches have continued to take the lead in the area of Continuing Professional Development and a range of successful events has been held around the country. Credit and thanks are owed to Branch officers who dedicate time to organising these events.

Some branches, after hard work preparing CPD programmes, still face the disappointment of unrewarding response from NZILA members in terms of attendance at CPD events. Two branches have now formally written to Executive regarding their concern about it not being a requirement to attend local CPD events as part of a member's eligibility for registration each year, or a graduate's eligibility to gain Associateship. They have expressed the view that it should be compulsory to demonstrate engagement with the Institute at Branch CPD events. This matter has been tabled and will be addressed as part of the Associateship and Registration review.

Further matters to be explored looking into the future include:

- 1 The potential to record individual CPD points on the NZILA web-site with points being awarded at the time of attending a Conference or CPD event.
- 2 The potential to join other Professional bodies to organize shared training events of mutual benefit.
- 3 The possibility of circulating more national CPD events around the country.
- 4 Exchange of CPD ideas. A rich range of differing events are being held around the country and rather than losing these good ideas, we would like to post these programmes in a 'Members only' area on the web-site where those organising CPD can check in on the ideas of other Branches. A taster (from Auckland):

TWO BY TWO: A simple format where each person brings two images relevant to any aspect of their work and talks about them for 2 minutes.

I am currently negotiating with several Branches to send me their formats or programmes for local CPD events with a view to circulating these to other branches.

Sue Dick

ACCREDITATION; CIC/URBAN DESIGN

Chris Bentley

ACCREDITATION

Te Ao Maori Content in Landscape Programmes

The issue of Maori content within Landscape Architecture programmes was raised in 2007 by a group of Maori landscape architects. The NZILA Accreditation Panel believes that there is a need for a greater Te Ao Maori content in some of the current landscape courses.

The group of Maori landscape architects initially met to consider how a Te Ao Maori content could be added to the BLA course at Unitec.

The group met with academic staff from Unitec and it was decided that a Maori Advisory Group be formalised, drawing together representatives from the Maori Academic Unit (Maia), Pae Arihi, SCALA staff and the Maori landscape architect body.

There are a number of primary foci for the group that were discussed at the most recent meeting, including:

- development of appropriate content and mechanisms for delivery and quality assurance of the Maori dimension, consistently across the entire 4 year programme;
- assist with the identification and securing of teaching resources (including design and research projects) and lecturing expertise to feed into programmes;
- mentoring, support and development of Maori students, aiming to improve retention and success/completion rates of Maori students;
- assist with marketing to secure greater exposure of programmes to potential Maori candidates;
- identify links within Unitec support networks that are not currently active;
- examine and develop notions of a Maori experience of and response to landscape architecture.

The result of their work has been the introduction of a paper covering the "Landscape History of Aotearoa" which commences this year. The content and success of this paper will be monitored by the Maori Advisory Group and their experience will be available for other Institutions.

Landscape Programme Accreditation

The NZILA received annual reports from all Institutions, although some arrived late.

Victoria University has recently lost a number of full time landscape architect lecturers and is currently recruiting. They therefore do not currently comply with the NZILA and IFLA accreditation criteria.

I have been in correspondence with Victoria University and are awaiting a written response explaining their proposals and timeline to remedy the situation.

The Accreditation Panel

The accreditation panel is made up of three members, including one from AILA. Glenn Thomas (AILA) is now retired but still available to serve on the panel and Frank may want to cut back his work at some stage in the near future. This indicates to me that there is a risk of maintaining continuity of experience with the panel into the future and therefore we should look to identify one or two new members in the next few years that can be mentored into this very important role.

CONSTRUCTION INDUSTRY COUNCIL (CIC)

I attended the last CIC meeting held in Auckland in August 2007. There was nothing discussed at that meeting that was specifically of interest to the NZILA. I receive and review all the CIC documents and e-mails and will get involved if there are any issues that would interest our members, however as most of the topics are related to the building industry, a lot of the issues they deal with have little relationship to our profession.

URBAN DESIGN

In May 2007 I attended the MFE, NZ Urban Design Protocol second birthday celebrations and seminar in Wellington. It was extremely well attended by a large number of professions, companies and government agencies and was a great opportunity for the NZILA to reinforce that our profession is an integral part of the focus on urban design.

The NZILA has been working with the NZPI to form an association with the NZ Urban design Forum (UDF). This has now been established and the two organisations are now supporting the launch of the Urban Design Forum NZ in Christchurch on 1 April.

The UDF is an umbrella organisation linking the urban design interests of professionals engaged in urban design and includes architects, planners, landscape architects, engineers, surveyors etc. The aims and objectives of the UDF include amongst other things promoting an increase in the understanding of urban design approaches and practices among professionals engaged in shaping the built environment of cities, neighbourhoods and communities in New Zealand. They also include the dissemination of information, hosting events and generally promoting best practice urban design among professionals.

All NZILA and NZPI members have the opportunity to join the UDF for a small (\$50 per annum. \$40 if paid before the end of March 2008) addition to their current subscriptions. This will provide members with opportunities to expand their knowledge of urban design, keep up with current trends. There will be an UDF web site, newsletters as well as a number of conferences, seminars and workshops which provide opportunities for members to up-skill and gain CPD points.

There has already been a number of seminars on urban design this year, that have been attended by some of our members. These include a 3 day Urban Design Master Class and a one day seminar on Urban Design & Infrastructure Planning.

Chris Bentley

GRADUATE AFFAIRS; DOCUMENTATION PRACTICE SUPPORT

Will Thresher

GRADUATE AFFAIRS

Graduate Information Booklet

Final design and production of the Graduate Information Booklet has been the focus of work over the past year.

Amendments following feedback on the draft available at the last AGM include: addition of specific reference to the roles and responsibilities of graduates; updated descriptions of membership categories; further information on registration; additional listed benefits for membership and branch membership; clarification of intentions of CPD.

The document has been comprehensively revisited for content, layout design and graphics.

A print run of 300 copies has been arranged and these will be available after the AGM. These will be circulated to all current graduates and then graduating students. It is anticipated this resource will be available in this form for the next 3 years after which time the future form of Associateship will be much clearer as will any requirement to dovetail Graduate information with Associateship information.

Mentoring

There has been a consistent low level of requests for mentoring. Melanie continues to retain a database of enquiries from people approaching the institute for mentoring support and of members willing to provide support as mentors.

Requests for mentoring continue to be handled on an as required basis.

DOCUMENTATION PRACTICE SUPPORT

It has been difficult for members of Exec as practitioners to prioritise this work and progress over the past year has been disappointing. However Exec has conceived an approved a strategy to 'unfreeze' this project.

As a result of the continuing and difficult problem of resourcing certain projects Exec has resolved that suitably experienced and qualified persons can, from time-to-time, be approached and remunerated by the NZILA to undertake tasks and projects. Such tasks and projects will be in the interests of the membership at the direction of and under the general supervision of Exec and under the particular supervision of nominated portfolio holder or holders.

Exec has further resolved that a suitably qualified Associate/Registered LA can be remunerated to complete revisions of the current drafts agreed by the Practice Support Documentation Working Party.

Exec then resolved that an appointment be made to undertake support tasks for the Practice Support Documentation portfolio under the supervision of Will Thresher as portfolio holder

Exec has agreed to prioritise the first section of the support documentation which has the heading of LA/client relationship and review matters from there.

An allocation of \$5,000 is identified in the budget of which about \$1,800 has been spent on work undertaken over the last two years.

It is anticipated that when all sections are available in draft the Working Group will reconvene and confer to discuss feedback and the process for making material available. Sign off, and incorporation into the Documentation for Members file will be followed by lodgement of latest versions on the website.

Will Thresher

TREASURER'S REPORT AND PRESENTATION OF 2007 ACCOUNTS
PRESENTATION OF THE 2008 BUDGET
Grant Edge

Reports to be separately tabled

REGISTRATION REGISTRAR'S REPORT

Rachel de Lambert

In 2007 the NZILA confirmed 74 registered members. This number was very slightly down on 2006 at 76.

The number of new Associates progressing straight to annual Registration; was noticeable and is encouraged, as is the Registration of all Associate members.

With the registration programme now in its 7th year (2001 being the first year of implementation) the NZILA Executive and I feel it is time to undertake a review of the Registration procedures. The registration review will be part of Exec's wider review of membership.

The focus for the registration review will include:

- 1) Review of the number of points required to meet the necessary level of CPD achievement for Registration to be conferred, with the intention of questioning whether the number of points should be raised above the existing 15 point requirement.
- 2) Further clarifying the points available for public lectures / in-house seminars which are worth 0.5 points as opposed to externally taught seminars at 1.0 point.
- 3) Seeking response to the NZILA putting in place a system of 'accrediting' courses / lectures etc with CPD points and downgrading the points received from attendance at all non accredited courses / lectures.
- 4) Converting to an on line only system for recording CPD and the individual's intentions for the next year. This would be similar to the NZIA system which also enables members to 'check' their points on line at any time.

The wider membership review is an important process for Exec and the Institute. As registrar it is very clear to me that the achievement of Associateship status as it currently stands (and as it will be in the future) is the real 'test' of the competency of a member. Registration is a voluntary self motivated and largely self monitored process. The current requirements are in my opinion set at a low level of achievement with limited if any opportunity for the Registrar to determine the real benefits of the tasks undertaken and recorded by the member.

I believe that the Institute needs to have the best possible Associate Membership procedures in place and that these need to be relevant for the current nature of landscape architectural practice in New Zealand.

Rachel de Lambert
NZILA Registrar 2008

LANDSCAPE ARCHITECTS LEGISLATION REPORT

Di Lucas/Robert Watson

The working party has identified various issues and options, developed proposals, reported to Exec, and, liaised with Government to explore the opportunities for landscape architects legislation. Protection of the names “landscape architect”, “landscape architecture” and “landscape architectural” is sought to provide professional standards and consumer protection. Formal recognition of Registered NZILA Landscape Architects has been proposed as the appropriate approach, and they would be the only professionals able to use the protected terms.

Robert Watson & Di Lucas

IFLA DELEGATE'S REPORT

Alan Titchener, NZILA delegate to IFLA

Introduction

Since being appointed NZILA IFLA Delegate in early 2007, I've learnt a lot about the many and varied activities that IFLA is involved with and have established contact with many other Delegates amongst the family of landscape architects throughout the world.

It has been an eye-opener to discover how active IFLA is and how valuable a role the organisation plays in promoting the interests of landscape and landscape architects.

Those interested in finding out what is happening in IFLA can go to the IFLA website www.iflaonline.org and / or go to www.iflajournal.org

These twin sites provide regular updates on what has happened lately, is happening or is going to happen.

As well, the IFLA Newsletter (edited by John Clemens in Christchurch) provides information about upcoming events and backgrounds personalities and events of interest to landscape architects. Others from NZ have contributed to this newsletter including Shona McCahon who submitted an article in a recent issue about Charlie Challenger.

When appropriate, Di Menzies (IFLA President) and I report and provide comment in In Site on activities and events we have been involved with.

Set out below are a few of the highlights of the last year, as well as some up-coming events to look forward to.

Conferences

The Chinese Society of Landscape Architects (CHSLA) in association with Tsinghua University held a summit meeting in Beijing in May 2007, largely to draw attention to the work done on Beijing Olympic Forest Park and partly as a means of raising the profile of the profession in China. For further information and comment on this meeting, refer to my report in In Site 15.

The 44th IFLA World Congress was held in Kuala Lumpur, Malaysia in August, 2007. This conference coincided with Malaysia's 50th anniversary celebrations of gaining independence and was attended by possibly the largest number of delegates from New Zealand to attend a World Congress - perhaps an indication of growing awareness of the relevance of IFLA to NZ landscape architects. Certainly as a representative group, NZILA members punched well above their weight, contributing significantly to the content and continuity of the event.

Of particular importance to landscape architects in this part of the world was the granting of the 2013 IFLA World Congress to be jointly hosted by NZILA and AILA in Auckland.

My report and that of Di Menzies in In Site 17 provided more feedback on the Kuala Lumpur Congress.

A Conference of the Asia Pacific Region (APR) of IFLA was held recently in Chennai, India, hosted by ISOLA (the Indian Society of Landscape Architects). I did not attend this gathering but NZILA was represented by Di Menzies, who reports that the conference was interesting and enjoyable. Delegates from other regions have commented that the Asia Pacific region is in a dynamic and powerful phase, making it an exciting time and place to be.

Regional conferences or meetings were also held in Mexico (in May 2007), St Petersburg (in June, 2007), China (in October, 2007), and Dubai (in January, 2008). Our indefatigable IFLA President, Di, attended most, if not all of these!

The 45th IFLA World Congress will be held in Apeldoorn, The Netherlands, from 30 June to 3 July, 2008, with the theme Transforming With Water. This promises to be a fascinating topic – more information is available from the Congress website, www.ifla2008.com

Communications

The digital age has greatly improved the ability to provide and access information, the quality and topicality of which depends on individuals and organisations feeding in relevant material. The input of people like John Clemens is invaluable in this process. Any member of any member organisation of IFLA can submit material to John (for inclusion in the IFLA Newsletter), or to the IFLA Journal editor (contact details at the online journal website).

The appointment of Christine Bavassa (a Belgium-born Congolese who happens to be fluent in five languages) as joint Executive Secretary for EFLA (the European Foundation for Landscape Architecture) and IFLA in Brussels has already proved its worth in the quality of communication achieved.

The IFLA Constitution has been updated and translated, allowing better understanding and application of the organisation's rules and procedures.

The IFLA archives are now held in Rene Pechere Library in Brussels.

The Landscape Foundation, the role of which is to provide a vehicle for accumulating funds for the advancement of landscape architecture, is now underway

Elections and Appointments

Over the last year the following have been elected to executive roles within IFLA:

- Virginia Laboranti from Argentina has been elected Secretary General of IFLA (at World Level);
- Professor Bhagwat Prabhakar from India has been elected Secretary of the APR.

Currently elections are underway for the roles of President and Treasurer at both World and APR levels.

How can NZILA members get involved?

The APR invites submissions from practitioners in member countries to its IFLA APR Awards for Landscape Architecture. NZILA members have enjoyed success in these awards in the past. They are judged in conjunction with APR conferences and are publicised through In Site and from memos to members from the NZILA Executive Officer. The Asia Pacific Region is currently the only region which runs these Awards.

There are also IFLA APR Student Design competitions which are also held in conjunction with IFLA World Congresses. Last year Group Han from Korea sponsored this competition and there were 160 entries on the theme Eden-ing The Earth.

The Sir Geoffrey Jellicoe Gold Medal Award is awarded every four years by IFLA in recognition of a practising landscape architect whose merit, talent and actions are acknowledged at international level. This award will be presented at the IFLA World Congress in Brazil in 2009. Sir Geoffrey Jellicoe was the founding President of IFLA and served as President from 1948 to 1954.

Last year in Kuala Lumpur five NZILA members presented papers, which were all favourably received by delegates. Collectively such papers help demonstrate the strength of the profession in NZ and the quality of work being done here. It's also about sharing ideas, pushing the boundaries and establishing contacts in different parts of the world.

There is currently a world-wide shortage of landscape architects as emerging nations in Asia, the Middle East, Central and Southern America and Eastern Europe in particular, discover the benefits to be achieved through utilizing the services of landscape architects. China, alone, is providing landscape architecture or related courses at more than 100 universities for in excess of 15,000 students.

Through APR there are opportunities for Student Exchanges with students in other member countries of APR. The details of these exchanges need to be arranged by the students themselves.

The Landscape Charter, the development of which the NZILA Exec has been facilitating under Brad Coombs' direction, will be another significant contribution once it is completed.

Through IFLA, there is considerable interest in the subject of Cultural Landscapes. I am keen to see if the work being done by the Cultural Heritage Landscape Group can be linked with this. Establishing an Inventory of recognized Cultural Landscapes in NZ would be an important step towards this and possibly create an exemplar for other countries in the region to follow.

Current and Future Issues and Projects

Given the world wide shortage of landscape architects, education and the establishment and maintenance of consistent educational standards is a key role for IFLA and its member organisations.

Africa and the Middle East, parts of Eastern Europe and Central and South America are regions where landscape architecture has a long way to go in terms of increasing awareness of the principles of landscape architecture and the role people can play in preserving and enhancing land and landscape, and people's quality of life. IFLA is adopting a project-based approach to these issues and aiming to increase awareness at governmental and university levels.

The effects of Global Climate Change are increasing the urgency for action and national associations are collectively pooling ideas for greater sustainability in design.

The protection, maintenance and enhancement of Cultural Landscapes is looming as another key global issue that IFLA is increasingly contributing to.

Conclusion

We all contribute to the goals of IFLA through our individual actions as effective landscape professionals. There is scope for expanding our contribution both regionally and globally through education, the sharing of ideas and expertise, and involvement in the activities of organisations such as IFLA.

I think there is a pressing need for experienced landscape architects (possibly retired or semi-retired) to share their knowledge and accumulated wisdom in areas of the world where there is a shortage of such resources.

My experiences to date as the NZILA's IFLA Delegate has brought home to me the important role IFLA can (and does) fulfill in this area. I am grateful to the NZILA for the opportunity to serve as Delegate.

Alan Titchener
NZILA IFLA Delegate

NZILA EDUCATION FOUNDATION

Frank Boffa, Diane Menzies, Jan Woodhouse

Background

The Education Foundation is nearing its 10 year anniversary. Members may recall that the concept for foundation was floated following the successful NZILA 25th Anniversary Conference held at Te Papa in 1998. Funds of approximately \$50,000 (\$25,000 from the conference surplus and a matching grant from the NZILA) was used to set up the Trust.

The Trust was incorporated under the Charitable Trusts Act on April 12, 1999. On 28 April 1999 the Inland Revenue approved the Trusts application to be exempt from income tax.

The foundation Trustees and current Trustees are Frank Boffa, Di Menzies and Jan Woodhouse.

Finances

Currently (as at March 31, 2008) the Trust has a cash balance of \$75,955 of which \$74,563 is on Term Deposit at 8.71%.

Foundation Scholar 2007

In 2007 we had Mario Schjetnan from Mexico as our Foundation Scholar. From all accounts Mario's visit was a success. While the Foundation seeks additional sponsorship and financial support from members and associated organisations we still call on our reserve funds to finance our overseas scholar visits. Mario's visit cost the Foundation \$10,013.75 excluding funds and services provided by others.

Foundation Expenditure

The trustees receive no fees nor do they seek reimbursement of general expenses, other than those directly related to scholars when they are in New Zealand in the same way others are reimbursed for costs. Thus, all expenses to date is for direct expenses relating to scholar visits and costs associated with professional fees (i.e. legal and accounting as necessary).

The direct costs to the Foundation of our three scholars have been –

Robert Thayer	2004	-	\$7,543.98
Joan Nassauer	2006	-	\$8,245.43
Mario Schjetnan	2007	-	\$10,013.75
		T o t a l	\$25,803.16

The costs noted above are the direct costs to the Foundation and do not include the costs and/or services provided by others such as the NZILA and the local NZILA Branches, Councils, Universities, individuals and commercial sponsors (i.e. landscape practices). These costs would at least equal or exceed the cost contributed by the Education Foundation.

Activity in 2008

The Trustees have no plans for hosting a scholar this year. We are, however, considered hosting a workshop on landscape education later in the year. Members will be advised if and when this is to occur.

The Trustees are planning to host a scholar in 2009.

Ongoing Funding

Currently the Trust is about solely reliant upon interest on capital, NZILA Conference surplus contribution and members contributions for funding.

The Trust Deed allows us to raise funds by seeking patronage, legacies, gifts, donations and grants. While we have not been particularly active on this front we hope to develop strategies that will enable us to considerably increase our income and activities.

NZILA Education Foundation Trustees

Frank Boffa

Diane Menzies

Jan Woodhouse.

NZILA LANDSCAPE CHARTER

Convened by Brad Coombs

See Executive Environment & Legislation Report tabled herein

HIGH COUNTRY LANDSCAPE GROUP

Anne Steven/Di Lucas

State of Tenure Review March 08

Policy Development

There have been encouraging moves in the past year with the Government Policy announced by Ministers of Lands and Conservation in June 2007 that *"From now on, pastoral lease properties will be excluded from tenure review if they have highly significant lakeside, landscape, biodiversity or other values that are unlikely to be protected satisfactorily by tenure review. Such land will not be allowed to pass into private hands unless it is demonstrably in the public interest."* Consequently, in November 2007 there was a Government decision to cease existing tenure reviews on 65 pastoral leases that are within 5km of the larger South Island lakes. There has been a significant slowing of the process with only one proposal being advertised for public comment in the last 6 months or so (Allandale/Greendale by Kingston was advertised in December 2007 – see note appended below). If the lessee agrees to the outcomes desired by the crown, they may re-enter tenure review – otherwise they remain a pastoral lease. There are now still 52 pastoral leases “sitting” at the proposal stage, and a further 25 in the early stages of the process.

Mesopotamia – the legendary huge run in the upper Rangitata - is currently completing its final agreements with the government. As there has been considerable concern over the proposal it will be informative to see how the proposal has been revised, to see if the government really is implementing its policy.

Pastoral Lease Discretionary Activities

With properties remaining as Pastoral Leases, the adequacy of management of pastoral lease landscapes is being questioned, such as the cultivation of virgin land and conversion to irrigated pasture and dairying. The discretionary consents process has been poorly implemented in some cases. Government has recognised this and is currently reviewing the process. Anne had an opportunity to speak with David Parker, Minister of Land Information, at the recent gathering in the upper Manuherikia where Mr Parker announced the government purchase of the Twinburn lease, a valuable addition to the proposed Oteake Conservation Area. We will certainly be scrutinising government's proposals for management of pastoral leases.

Pastoral Lease Land/Landscape Management Plans

Another related aspect of landscape management being explored by lessees is the Whole Property Plan. Anne attended a field day at Balmoral and Glenmore Stations in the Mackenzie late last year to learn how these two properties were going about developing their whole property management plans. Whilst these plans may be very good in addressing matters of healthy vegetation cover and improving soils, there is doubt that such plans would adequately address landscape matters, as the focus of the plans remains ultimately on productive farming and on a very “primary” definition of sustainability (soil health, vegetation cover, nutrient balances, improved stock carrying capacity, etc). It was not readily apparent that sustaining the landscape resource was recognised and provided for within the goals. However they show promise as a mechanism for setting objectives on which to base management strategies. Unfortunately there is no legal requirement for a lessee to prepare such a plan at present. This is a matter we can continue to pursue with officials.

Permanent Landscape Protection Via Whole Property Purchases

Crown purchases are one good solution to secure permanent protection of particular values on pastoral lease land – the Hakatere Conservation Area opened in spring last year involved land

purchase by the Nature Heritage Fund of Hakatere Station and Clent Hills Station areas in the Ashburton Lakes area, and Tarnbrae near Lake Ohau to form the new Ohau Moraines Wetland Complex, just opened and being added to the Ahuriri Conservation Park. These purchases all address the problem that most tenure reviews have not secured the lowlands of the high country, but have focussed on the higher elevation lands. Active management by DOC will be required on these lands to prevent weed problems.

Recent Development In Tenure Review

A legal opinion paper on the rights of lessees, co-authored by Ann Brower and a legal expert John Page, was released late last year in the Waikato Law Review. The opinion in a nutshell is that pastoral lease statutory rights are limited to pasturage only, with a perpetual right to renew leases. The opinion is that there are no rights of trespass, ie, that the land is public land to which we all have a right to freely access and use without getting permission, as long as we do not interfere with pastoral use in any way. This opinion does not appear to have been actively challenged or confirmed yet. If it were formally recognised as correct legal interpretation it would have major implications for lessee: crown negotiations since it effectively removes a substantial bargaining chip. It may also strengthen the case for the Crown retaining pastoral leases in order to protect public access.

This opinion also has implications for RMA processes where assessments of development proposals are required to take into account views of proposals from public places. This has already been tested at council hearing level in the QLDC but the decision has not yet been released. It will be very interesting to see where this opinion takes us.

APPENDIX. SPECIFIC PROPERTIES

Allandale/Greendale Pastoral Lease

Anne had an opportunity to review this property just before Christmas, in conjunction with Forest and Bird members; and contributed to submissions on the proposal.

Whilst 100% protection is being given to a significant part of Lake Wakatipu's landscape setting at Kingston, other aspects have been overlooked such as basin floor short tussock (contiguous with the range slopes conservation area proposed, and therefore adding value); a large somewhat modified but still valuable basin floor wetland; and terrace shrubland. This may have been partly due to the proposal being based on survey and reporting work from the late 1990's, well before the current understanding of the values inherent in low altitude and perhaps to some more "ordinary" and "too modified" ecosystems.

There is also concern with this proposal that the scene is being set for more extensive exotic forestry within a large mountain valley catchment on the property, compromising its remaining indigenous and natural landscape values and its wider contribution to the Eyre Mountains conservation area, an impressive mountain valley landscape.

Mt Ida and Soldiers Syndicates

A storm is brewing over the proposed retention of thousands of acres of high altitude snow tussock land of the Mt Ida and Soldiers Syndicate pastoral occupation licence areas up on the Hawkdun Range as conservation areas, as part of the Oteake Park. Syndicate members have long associations with these areas, spanning several generations, and see no good reason why they should not be able to continue, despite the fact their licences have expired and have no rights of renewal and the DOC has reported on adverse impacts on natural values and the potential for restoration if left undisturbed. These are areas of superb, relatively untouched and remote landscape, easily accessible and rich in cultural heritage, and constitute key areas of the Hawkdun Range/Oteake Park. Anne reviewed the Soldiers Syndicate with Forest and Bird last spring.

*High Country Landscape Group
Anne Steven & Di Lucas
Co-conveners*

CULTURAL HERITAGE LANDSCAPE GROUP

The Cultural Heritage Landscape Group in Auckland includes a number of landscape architects / NZILA members as well as planners with a professional interest in heritage landscape, garden historians, archaeologists, conservation architects and the like. We encourage people working in any fields related to cultural landscape or with interests in the same to our meetings and events.

There is a relatively small regular core of people who attend monthly meetings in the homes of members.

In 2007 we:

- Finalised our web page as a part of the NZILA site and sought to have this appear outside the "members' only" area of the site.
- Provided feedback on the draft NZHPT Sustainable Management of Historic Heritage Guide Number 7 Heritage Landscapes, this was forwarded to Exec and submitted on behalf of the Institute.
- Organised a very successful and well attended "Evening of Culinary Heritage" with a presentation by Dave Veart (August 2007).
- Successfully organised one the three NZILA Auckland Branch Spring Lecture Series events (September 2007), in which political and other community leaders were invited to debate the cultural landscape heritage of Auckland, its imperatives and some personal choices.

The group felt that the time involved in arranging events for 'others' in 2007, had contributed to one of our key objectives of raising awareness of cultural heritage landscapes. However, whilst rewarding in many ways, the effort required had diminished the group's ability to achieve other objectives, including the desire to informally meet, discuss and share knowledge and ideas about the development of cultural heritage landscapes in New Zealand. We are keen to re-focus our efforts and have more monthly meetings with people of interest invited to stimulate discussion and the sharing of knowledge within the group.

There is also interest from the group in further focusing our collective expertise into providing feedback to relevant policy documents. Such as the consultative process already undertaken with the ICOMOS charter and draft NZHPT Heritage Guide.

Having said this we are currently organising an advertised event at the Ellen Melville Hall with the title of an: "Evening of Personal Perspectives on Cultural Heritage Landscapes" (11 March 2008) where 5 speakers will give their personal perspectives followed by discussion.

The NZILA Exec has agreed to provide a pool of funds to the extent of \$1000 annually to assist in funding CHLG groups - there is interest and some activity amongst Christchurch members as well. We understand such funding has been afforded also to the High Country Landscape Group. To date we have found it relatively arduous and very slow to secure reimbursement of funds requested (a small amount, less than two hundred dollars) and would be interested to find a less time consuming process for this. At present members 'front foot' costs for the hire of venues, associated licences, beverages and the like with reimbursement through koha door takings and any shortfall sought by way of the NZILA. The time, food, preparation of invites, postage, email and rsvp costs are covered by members as part of their interest / volunteer effort. Whilst not wishing to seem ungrateful we feel that the CHLG makes a valuable contribution to the landscape architectural field and that this is an area of significant and growing importance to the Institute. We would welcome any further support from the NZILA.

The group has been in existence now since during 2006 and we still appear to have commitment to continue although probably with a greater focus on our shared knowledge rather than the organisation of events.

ICOMOS NZ is currently undertaking a review of the ICOMOS NZ Charter; members were invited to the Auckland meeting (8 Feb 2008) to discuss the review process and comment on possible additions / improvements. This will continue to be a matter for input over 2008.

We welcome new members be they NZILA members or people from other professional backgrounds with interest and / or working in this broad and interesting field. Hugh Lusk holds the Auckland Group's membership email list, anyone wishing to be added to the circulation list should contact Hugh as follows hughlusk@gmail.com.

*Rachel de Lambert
on behalf of the Auckland CHLG*

**DRAFT MINUTES OF NZILA'S 35th ANNUAL GENERAL MEETING
HELD AT NGATARAWA WINERY, 305 NGATARAWA ROAD, BRIDGE PA, HASTINGS
SATURDAY 14 APRIL 2007**

WELCOME

Renee Davies (nee Lambert), President welcomed everyone to the meeting and thanked them for their attendance at the 35th NZILA AGM meeting. The meeting was declared open at 1.24pm.

It was **MOVED** (Renee Davies/Mike Barthelmeh) and Carried: THAT the Item numbered "12 Remits" on the agenda be moved to be the final item on the Agenda.

1 ATTENDANCE AND APOLOGIES

1.1 Present

Renee Davies (Chair), Mike Barthelmeh, Will Thresher, Sue Dick, Tim Heath, Grant Edge, Mike Farrow, Brad Coombs, Hugh Lusk, Tony Collin, Simon Cocker, Ross Jackson, Rory Langbridge, Nicola Henderson, Heidi Monks, Sam Bourne, Debra Stewart, Georgina Thow, Antony Rewcastle, Meg Gaddum, John Clemens, Lisa Rimmer, Matt Lester, Claire Findlay, Alan Titchener, John Brenkley, Amy Hobbs, Clynt Ringrose, Carol Drinnan, Penny Fletcher, Ben Frost, Wiliam Murphy, Fiona Nightingale, Melanie Cameron, John Hudson, Chris Williams, Steve Dunn, Louise Bailey, Jennifer Dray, Cheryl Robilliard, Sara Gerard, Barry Straight, Paul Wilkinson, Mary Monzingo, Bruce McKenzie, Dennis Scott, Simon Smale, Chris Bentley, Rachel de Lambert, Jan Woodhouse, David McKenzie, Melean Absolum, Melanie Whittaker (minute taker)

1.2 Apologies

Sarah Collins, Tom Carter, Peter Kensington, Neil Aitken, Frank Boffa, Tom Abraham, Jenny Moore, Boyden Evans, Janet McPherson, Di Lucas, Helen Ballinger, Neil Challenger, Jenny Moore

2 RECEIPT OF PROXY VOTES

Proxy votes were received from:

Jenny Moore appointing Jennifer Dray

Di Lucas appointing Alan Titchener

Helen Ballinger appointing John Hudson

Neil Aitken appointing Alan Titchener

Peter Kensington appointing Rachel de Lambert

Neil Challenger appointing Mike Barthelmeh

3 MINUTES OF THE 2006 ANNUAL GENERAL MEETING

It was **MOVED** (Mike Barthelmeh/Grant Edge) and Carried: THAT the minutes of the 2006 Annual General Meeting held in Wellington 13 March 2006 be accepted as a true and accurate record.

4 MATTERS ARISING FROM MINUTES

There were no matters arising from the last minutes.

Grant Edge confirmed the auditors report was received May/June 2006 without change to the Annual Plan.

5 PRESENTATION OF THE 2006 ANNUAL REPORT

The NZILA's 2006 Annual Report was tabled and noted as having been precirculated and available for download from the members only area of the website. The Annual Report included reports for each Executive Portfolio.

A powerpoint presentation and brief summary from each respective portfolio holder of their key points was presented to the meeting.

5.1 PRESIDENT'S REPORT Renee Davies report tabled and taken as read.

Landscape New Zealand Magazine

Sponsorship initiated to support directory issue Need to address several factors with AGM Publishing which is progressing.

5.2 Vice-President, Long-Term Strategy; Website Liaison - Mike Barthelmeh report tabled and taken as read

5.3 Honorary Secretary, Marketing; Liaison with Professional Bodies; Student Affairs Report – Mike Farrow report tabled and taken as read

5.4 Graduate Affairs; Documentation Practice Support - William Thresher report tabled and taken as read.

Barry Straight has been engaged under Grant Edge's supervision and has completed Sections 2,3,4 and 5.

5.5 Associateship; Environment & Legislation, MfE - Brad Coombs report tabled and taken as read.

Associateship 5 successful candidates were welcomed as Associate members. (see also Recognition of Awards).

Sincere thanks from both the Executive and the membership go to the Associateship Panel for their continued assistance in 2006. John Brenkley (convenor), Jenny Moore, Ralf Kruger and Clive Anstey.

Brad thanked Di Lucas for help with NZ Coastal Policy Statement Review.

The Landscape Charter will be covered in more detail later this afternoon in the Conference Workshop session and all members provided feedback in due course.

5.6 Education and Accreditation; Branch Liaison; CPD – Sue Dick report tabled and taken as read.

Thanks to Accreditation Panel, Frank Boffa, Diane Menzies and Glenn Thomas (Australia)

Thanks to branch committees. A plea for members to support and attend at branch events. The branch is the mainstay of the Institute.

Thanks to Education Foundation for supporting a scholar.

PDLVA – if branch members want to pursue, Sue Dick has a digital copy available and resource if required.

Working with Lisa Rimmer as host contact person. Lisa presented her report to the Executive and congratulations were expressed to Lisa.

Lisa – thanked the Institute for their support and informative group. Members encouraged to consider hosting MLA students – its very worthwhile.

5.7 Conference Liaison; CIC/Urban Design - Tim Heath report tabled and taken as read.

Schedule of proposed future Conference/Workshops presented. Change of Name from minor/major conference to Conference and Workshop adopted.

6. PRESENTATION OF THE ANNUAL ACCOUNTS

Grant Edge, on behalf of the Executive Committee, presented the Treasurer's Report and Annual Accounts for 2006.

The Financial Report is divided into 3 parts.

1. The Treasurer, Grant Edge's report;
2. Accountant's report;
3. 2007 Budget.

The financial accounts are managed in a Cash Manager programme, there are 4 main entities:

1. Investment – 3 accounts giving interest.
 - (a) Term deposit
 - (b) Ready access -set aside for special projects
 - (c) Current Account
2. Operational account
3. Conference
4. Awards

Grant spoke to the tabled accounts. Discussion ensued on the Accountant's return with an analysis of 2006 compared to 2005 figures.

Healthy surplus

Equity: end December 2006 \$184,000 up from 2005 by approx \$20,000

Accountant describes current assets, term deposit, ready access and subscriptions from arrears how arrived at. Wrote off some fixed assets as listed. Continue to write down some assets related to the trademark.

Grant then summarised the Executive financial management of the accounts.

Investments term deposit \$91,000 earned income of \$9,000 in interest

Term investment – always tries to maintain a goal of one years income as reserve. Short by \$30,000 for this year . Term investment gap between that and the subs income is increasing.

Question posted to the meeting "is \$100,000 healthy to maintain our goal?"

Grant Edge considers reserve position is good

At the moment continue roll over interest – could look upon \$8,000 as income source to be used for special projects. Exec will monitor position and report back next year. Grant considers 100,000 very sound at current subs/income v investment level.

Operational account – as tabled

There were no queries regarding 2006 expenditure
IFLA delegate \$3200 paid towards the IFLA delegate's expenses
Branch levies returned 7,500 to branch and Yellow Pages paid
Operational Account \$16,000 and \$5,000 special project = \$21,000 could use for special projects – thought get people do to special work for the Institute.

Budget 2006 comparison with actual discussed.

Level of subscriptions in arrears as at 31 December 2006 \$26,000 owing in late fees is a concern.

Yes followup in process, 3 targeted letters. Involve branch in followup and collection. Grant goal to reduce outstanding levies by 50%.

Awards account deficit \$20,000 information to accountant since then some of that loss should have been apportioned to operational account, therefore down to \$14,000 to Awards. Learnt lessons and that now staged in conjunction with big conference – sponsorship. Awards was successful marketing wise. Renee Davies working with Resene Paints to secure sponsorship for 2008 Awards.

It was moved (Grand Edge/Chris Bentley) and Carried:

THAT the Draft Annual Report be accepted subject to receipt of the Auditors Report. (Once received the Auditors Report may be adopted by the Executive and reported next year under Matters Arising).

THAT the Treasurer's Comments be received.

7. PRESENTATION OF BUDGET FOR 2007

Grant Edge presented, on behalf of the Executive Committee, the proposed budget for 2007, noting:

Projected income increase by \$15,000 income \$126,000
Rise in increase in secretarial budget of \$3,000, increase in Executive budget, IFLA delegate funding, CPD event
Subscription income \$142,000 if all subs received

It was moved (Grant Edge/Jan Woodhouse) and Carried: That the 2007 budget be approved by the membership.

8. APPOINTMENT OF AUDITORS

It was moved (Grant Edge/Chris Bentley) and CARRIED: THAT Iles & Campbell be retained as NZILA's Accountants and Auditors for a further term.

9. CONFERENCE/AGM IN 2008 and WORKSHOP/AGM 2009

2008 Auckland Conference and Awards
Further information will be circulated to members shortly

Jan Woodhouse addressed the meeting about the 2008 Conference – theme Landscape Urbanism, all encompassing theme cover rural lifestyle, revegetation, tight urban spaces.

The meeting was advised that Queenstown members have been approached and shown an initial willingness to host the 2009 Workshop/AGM.

10. LEGISLATION

11. REGISTRATION Rachel de Lambert (Registrar) report tabled and taken as read.

Two aspects arose from the report.

1. The Registrar will be doing a review of the current process and whether the current CPD 15 point allocation is adequate.
2. Over the next two years a larger strategy review which will also encompass the relationship between Associateship/Registration will be conducted.

12. RECOGNITION OF AWARDS

Congratulations were extended to the following recipients:

12.1 Fellow Membership Awards

The following member was awarded Fellowship of the NZILA. The Fellowship Award presentation took place last night at the Conference Dinner.

David McKenzie

12.2 Associateship

Georgina Thow, Melanie Cameron, Debra Stewart, Rachael Annan (apologies for absence) and Nicole Thompson (apologies for absence)

were elected to Associateship of NZILA and presented with their Associateship certificates. The meeting congratulated the new Associate members.

12.3 Student Tertiary Awards

The meeting was advised that the Student Tertiary Awards had been Consolidated and Restructured and that the NZILA sponsor 3 NZILA/Life member awards. The recipients for 2006 are:

12.3.1 NZILA/Robin Gay Award 2006

The recipient of this Award was Frazer Baggaley from Lincoln University, Canterbury.

12.3.2 NZILA/Frank Boffa Award 2006

The recipient of this Award was Jonathan Shao Xiong Wong from UNITEC, Auckland.

12.3.3 NZILA/Dr Diane Menzies Awards 2006

The recipient of this Award was Sean Leogreen from Victoria University Wellington.

13. REMITS

Renee Davies went over housekeeping to clarify the process with respect to voting on the tabled remits.

The quorum of 6 members has been exceeded.

The meeting was advised that voting on remits results in changes to the Constitution. Graduates may vote on Executive nominations but are excluded on voting on Constitutional changes. Therefore Graduate or student members cannot vote.

Proxy votes were counted.

REMIT 1:

Remit Number One was opened for discussion and discussion ensued.

Purpose of Remit 1

To clarify the definition of, and provide for an alternative mode of entry to, the Associate category. (Note that these two proposed changes are independent, and will be put to the meeting as two separate recommendations.)

Mike Barthelmeh explained that Remit One was in two Parts:

Part 1. To confirm academic requirement that is missing from the definition.

Part 2 To consider adding a new clause to consider an alternative pathway.

Part 1 Recommendation was tabled first.

1. THAT the proposed changes to (c)(1) and (c)(2) are approved, but that if recommendation two below is not approved, that the word "or" after (c)(2)(i) is highlighted and moved to the beginning of (c)(2)(ii).

Discussion Ensued:

Clarification of the 1 year practical experience. How is one year's work proved? Need employer verification that completed work.

Clarification of 90 weeks – does not change this
preferably 3 years experience needed – however onus is proving competency.

It was **moved** (Mike Barthelmeh/Diane Menzies) and Majority Carried: THAT Remit 1 Part 1 Recommendation is accepted:

Remit 1, Part Two Recommendation was tabled and introduced:

First page of remit 1 – previously referred to "Grandfather" clause.

Not reinstituting Grandfather clause. Clause refers to someone who has a made singular contribution not less than 12 years, has met the 2.1 or 2.2. applicant has 5 corporate applicants support application + independent group. Apply to someone who doesn't have the initial tertiary qualification to be a member but would have the ability to proceed to the sit the Associateship professional exam. To allow a worthy person to proceed to the professional

practice examination – they pass or fail on their merits, but pass the same as any other candidate.

Discussion ensued:

Reaffirm point not reinstating the grandfather clause – think the proposal rigorous and would provide a fair outcome for the applicant.

Pre 1998 who were admitted under grandfather clause - 2 or 3 was the response
How many "in the wings" Is it a real issue? Possibly 4 or 5 possibles
Some misgivings were expressed. NZILA a professional group. Flagging away academic requirements. If say professional requirements after 12 years. Misgivings expressed. NZ should have like standards to reach international standards. This would be a backward step – look to another way of doing it. But not as a professional member.

Discussion in 1990s re entry into tertiary education, thinks successful there for entry into Master Programmes.

Associateship/Registration review to be conducted– therefore think first 2 remits submitted too early and should be considered under that review.

Academic standard important. Other avenues can be recognised.
Worthy candidates can be welcomed into Institute through Citation process like Barry Chalmers.

Another category eg Honorary Fellow? Answer, not an appropriate membership category.
Other idea honorary Associate – not appropriate to introduce another membership category.

Make distinction between an Honor or sitting the Associateship exam. Place too much emphasis on academic qualification and not enough on life skills.

If you can pass the Associate exam then that must provide competence.

Has any research been done on other professions in similar situations? Some, no other organisation seems to have an equivalent.

Clearly shown there are safety checks in place, still the professional practice exam that needs to be sat.

As there were no other comments from the floor Mike Barthelmeh summarised the discussion making these points:

1. The profession is broadening and changing reflecting the wider role LA take
2. Review of Associateship. We have large number hofferer in G4 and G5 member. Survey shows "stuck at the gateway". Associateship narrow, one review may well be becoming an Associateship
3. That the process is both clear and rigorous.

Re the in (ii)

It was **moved** (Rachel de Lambert/Rory Langbridge) and Carried: That the words "direct professional or personal project based" be added in after the word "in", so the sentence reads "has passed an examination in direct professional or personal project based practice after completing the period of practical experience required in (1) above"

It was **moved** (Mike Barthelmeh/Alan Titchener) and Defeated: THAT Remit 1 Part 2 Recommendation be accepted.

13 for/22 Against, **motion defeated**

REMIT 2

Purpose of Remit 2.

To remove the categories of Affiliate and Education Provider from the NZILA membership options.

Discussion ensued:

Affiliate Membership could come within a new subscriber category (not a membership category, just interest group) – be kept informed.

Education Provider – never used, call to have it deleted.

"Registered" in the Constitution is a separate category – will be reviewed during the whole review of the registration process.

Membership categories if remit passed, will be:

Honorary Fellow

Life

Fellow

Associate

Graduate

Student

Education Provider – brought in by Unitec never used – yes remove

Current Affiliate Members – who are they – could be good to retain. Does play useful role to express their support yes should remain.

Affiliate members are not corporate members

It was **moved** (John Hudson/Diane Menzies) and Carried: THAT Remit 2 be split into 2 parts.

Remit 2 Part A:

It was **moved** (John Hudson/Diane Menzies): and Carried: THAT: Clause 2.3(i) Education Providers (and any reference throughout the constitution) be removed as a membership category.

Remit 2 Part B:

It was **moved** (Mike Barthelmeh/Grant Edge) and Defeated: THAT Clause 2.3(e) Affiliate (and any reference throughout the constitution) be removed as a membership category.

Therefore the current Affiliate Category will remain as a membership category and in this respect the Constitution remains unchanged.

Subscribers Category:

It was **moved** (Mike Barthelmeh/Renee Davies) and Carried: THAT the Executive establish a 'Subscribers' facility with appropriate rules and conditions as part of the Executive Policy and protocol document. The value of the subscriptions for any one year shall be as determined by the committee.

Jan Woodhouse spoke to the meeting and advised that Mario Schejtnan will be visiting New Zealand in September 2007. Joan Nassauer was the visiting scholar in 2006.

15. IFLA REPORT

Di Lucas was thanked for her preceding term as IFLA delegate. Welcome Alan Titchener for the 2007-2009 term. Alan will be representing the Institute at the Beijing Summit in May.

16. HIGH COUNTRY LANDSCAPE GROUP

Report tabled to meeting

17. CULTURAL HERITAGE LANDSCAPE GROUP

Report tabled to meeting . The meeting was advised that they should contact Hugh Lusk if they wished to be added to the CHLG email tree.

18. GENERAL BUSINESS

Issue raised with Exec re business structure – more investigation and outcomes and advice to members forthcoming.

It was **moved** (Renee Davies/David McKenzies) and Carried: That the reports be accepted:

Renee Davies closed the meeting and thanked everyone for attending.

Meeting closed at 3.34pm

Certified as a true and accurate record:

President

Date

REVISED ARTICLES OF CONSTITUTION 2007
Arising from 2007 AGM Remits – to be ratified

See attached

NZILA BRANCH COMPILED 2007 REPORTS

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NZILA WELLINGTON BRANCH

MINUTES OF NZILA WELLINGTON BRANCH AGM MEETING

HELD 5.30pm, 12th December 2007 AT THE SOUTHERN CROSS 'LOUNGE'

ABEL SMITH STREET, WELLINGTON.

PRESENT

Ralph Johns, Wade Robertson, Blair Hiscoke, Mike Steven, Emma Corbett, Alex Gardiner, Lyn Wilson, Boyden Evans, Cheryl Robilliard, Steve Dunn, Michael Hawes, Katie Bailey, Chris Punt, Angela McArthur, Yvonne Weeber, Bron Bennetts, Ross Jackson, Tom Abbott, Nathan Young, Steve Drakeford, Nicole Thompson.

APOLOGIES

Andrew Gray, Tim Porteous, Julia Williams, John Powell, Linda Kirkmeester, Kay Bannatyne, Frank Boffa, Robin Gaye, Barry Chalmers, Rong Quian, Neil Aitken, Sarah Poff.

CONFIRMATION OF MINUTES

MOVED that the minutes of the 2006 AGM were confirmed to be a true and correct record.

Robilliard/ Hiscoke (carried)

CHAIRPERSON'S REPORT

Ralph presented the chairperson's report and highlighted the following:

2007's branch committee was a relatively new one with a number of long serving members from the previous committee having stepped down at the end of 2006.

There was a broad array of events run by the Branch this year, including:

- The NZPI Alfred O'Glasse award, awarded to Frank Boffa.
- The Young Professional's Group quiz night held at Connell Wagner in conjunction with the NZPI and NZSI.
- The annual Associateship workshop held in conjunction with the HB/Manawatu Branch. The workshop was held at MWH in Wellington.
- The Branch 'show and tell' evening held at Vic Uni.
- The Education Foundation's visiting scholar seminars.

All of these events were well received by members with good attendance at all but one of the visiting scholar seminars. It was mooted that this may have been due to the cover charge applied to this event and the fact that there were other seminars run at the same time that were free of charge.

The only planned event that did not occur this year was the petanque evening to be held at Waitangi Park, which was rained out.

Nicole Thompson was acknowledged for having received her associateship this year.

The Branch sponsored the student Memorial Park design competition.

Ralph presented an award on behalf of Di Menzies to the top graduating student from Vic Uni.

Ralph submitted a letter to the Dominion Post regarding an article referring to the design competition entries for Frank Kitts Park being the work of 'Architects'.

The Branch sponsored the exhibition of Vic Uni final year students work at Frank Kitts Park.

Wade and Ralph met with the Executive during their meeting in Wellington where they discussed the activities being run by the branch. The branch was interested in the YPG event in particular and also highlighted the annual conference timeframes being implemented in the future. The Wellington Branch will host the 2010 annual conference, which will include the pride of place awards.

- Yvonne suggested an 18 month organization period needs to put in place for an event of this nature.
- A separate conference organization committee will be set up mid 2009 to brainstorm conference themes and potential sponsorship etc.

The Expert Witness Workshop was discussed. This is an event that Mike and Boyden have been organizing during 2007 with the view to running a series of seminars/workshops in 2008. These workshops will cover a number of topics including preparation of expert evidence, cross-examination, hearing processes etc.

Ralph called for suggestions for further events for 2008. There was general consensus that there was enough going on at present.

Ralph highlighted the need for more committee members in order to share the load during the year.

The committee thanked Boffa Miskell, Isthmus and MWH for the use of their meeting rooms for committee meetings and events. Vic Uni was also thanked for the use of their seminar rooms.

MOVED that the chairperson's report be received. Dunn/Steven (carried)

TREASURER'S REPORT

Blair presented the financial report for the year and highlighted the following points:

The Branch ran a deficit for the year, although the bank account was still in a healthy position.

The most money was spent on providing food and drink for events. The visiting scholar cost the branch a lot, which was being followed up with the Education Foundation. Compensation is being sought.

Cheryl requested that the financial report be made available to members of the branch for their general information. Blair will circulate this information.

MOVED that the treasurer's report to be received. Evans/Dunn (carried)

2008 COMMITTEE NOMINATIONS

Ralph acknowledged the contribution Mike and Blair made to the committee in 2007 and the fact that they were moving on in 2008. Lyn may also be moving on during 2008 but was still keen to stay on the committee until then.

Nominations for committee members were called. Cheryl MOVED that the remaining members of the committee be nominated. This was unanimously seconded.

Michael Hawes, Chris Punt and Nathan Young were also nominated. MOVED that they be elected to the committee. Johns/Robertson (carried).

GENERAL BUSINESS

Cheryl suggested that events should be held bi-monthly.

Sponsorship helped off set the cost of events this year and was worth pursuing in coming years. Lyn put in a lot of work in 2007 to secure sponsorship and felt that sponsors liked the idea of sponsoring multiple events as opposed to one of sponsorship.

Cover charges for events were not considered an option in the immediate future.

The committee was thanked for their hard work over the year.

Meeting closed at 6:15pm.

Minutes taken by Wade Robertson.

**NZILA CANTERBURY WESTLAND BRANCH
ANNUAL GENERAL MEETING MINUTES
Date: 6:00pm Tuesday 31st July, 2007**

1. Present

David McKenzie, Jennifer Dray, Louise Bailey, Hannah Lewthwaite, Malcolm Campbell, Chris Glasson, Maria Ignatieva, Matt Lester, Aurelien Girard, Barry Straight, Phil Millar, Sean Dixon, David Sissons, Grant Edge, Nadine Sargent, Di Menzies, Neil Challenger, Martha Drantzki, Lisa Rimmer

2. Apologies

Ines Stager, Mike Barthlemeh, Rachael Annan, Di Lucas, Tracey Owers, Simon Swaffield, Jenny Moore, Joanna Soanes, Mark Brown, William Field, Alan Rackham, Don Miskell, Emma Content, Wayne Rimmer, Wendy Hoddinott.

The meeting moved that the above apologies be accepted.

Nominated – Dave McKenzie

Seconded – Di Menzies

3. Minutes of Last Meeting

The meeting moved that the 2006 minutes were a true and accurate record.

Nominated – Dave McKenzie

Seconded – Grant Edge

4. Matters Arising

None

5. Report from the Chair

David McKenzie presented his report. **(attached)**

The meeting moved that the Chair's Report be accepted.

Nominated – Dave McKenzie

Seconded – Di Menzies

6. Treasurer's Report

Louise Bailey presented her report. **(attached)**

The meeting moved that the Treasurer's Report be accepted.

Nominated – Neil Challenger

Seconded – Matt Lester

- a Neil Challenger congratulated the committee on creating surplus funds and suggests that it is good idea to retain surplus funds as may be required in the future to fund environmental campaigns or complaints process.

7. Subcommittee Reports

These were covered under the Chairman's Report.

8. Election of Officers

Position	Nominated	By	Seconded
Chair	David McKenzie		Louise Bailey Chris Glasson

Treasurer	Louise Bailey	David McKenzie	Neil Challenger
Secretary	Hannah Lewthwaite	David McKenzie	Louise Bailey
Committee	Nadine Sargent	David McKenzie	Matt Lester
	John Clemens	Louise Bailey	David Sissons
	Neil Challenger	Di Menzies	Chris Glasson
	Rachael Annan	David McKenzie	Louise Bailey
	Grant Edge	David Sissons	Louise Bailey
	Sean Dixon	Louise Bailey	Grant Edge
	Jennifer Dray	Louise Bailey	Phil Millar
Student Rep	Shannon Davis	David McKenzie	Louise Bailey
Complaints Com. Peter Dyhrberg			
Charles Manning			
Alex Sutherland also suggested by Di Menzies, to be followed up by David McKenzie)			

9 General Business

Complaints Procedure enquiry from the meeting. Grant Edge responded that the procedure is set in the constitution (available on NZILA website). Procedures are set for member-member complaints and public-member complaints. Applies to Code of Conduct and Ethics issues only. Initially dealt with by the Branch Chairman and complaints committee, if appealed it then goes to the NZILA Exec.

Student Exhibition. Short presentation given to the meeting by Lisa Rimmer, Student at Lincoln university. Student Exhibition opening is on Wed 16 October in the Art Gallery foyer. Theme is "UnEarthed".

Documentation. Draft has gone to exec members for comment. Hope to be ready for release April 2008.

Sustainability Workshop. David Sissons gave short presentation to the meeting about the upcoming CPD event. To be held 23 August.

10. Meeting Closed: 7.10pm

Followed by Maria Ignatieva who spoke to us about the Russian Landscape and Landscape Architecture past and present from the 10th Century Byzantine to post Soviet globalisation and westernisation. GaLA conference notes from the conference in Russia in June 2007 and Maria's full paper are available by emailing Jennifer.

Jennifer Dray
Outgoing Secretary

NZILA BRANCH ANNUAL REPORT 2007 CHAIRMAN'S REPORT

Introduction

As with previous years, this past year has been a busy and productive one for the branch with the main focus on organising continuing professional development. The branch remains in a healthy state in terms of membership, finance and representation on the executive and we are looking forward to another big year ahead with regular CPD events and the opportunity to 'tie-in' some social activity with the CPD events...

The committee met every 4-6 weeks to review progress of the various tasks. The 'tasks masters' included Louise Bailey as Treasurer, Jennifer Dray as Secretary, Rachael Annan as CPD 'co-ordinator', Grant Edge as Executive 'connection' and Shannon Davis as Student Rep. Support roles were played by David Sissons, Stephanie Morris, Sean Dixon, Nadine Sargent and Joanna Soane, with Hannah Lewthwaite joining in more recently. Stephanie resigned during the year to take on a

career change. Shannon is currently overseas carrying out further research and Emma Content is 'sitting-in' for Shannon in her absence.

Membership

- a. Branch membership currently stands at 131, up from 126 last year
Membership was made up of:

Life Members	3 (1 Registered)
Fellow Registered	9
Fellow Not Registered	4
Associate Registered	10
Associate Not Registered	15
Grad 5	27
Grad 4	5
Grad 3	7
Grad 2	5
Grad 1	1
Students	40
Hon Fellow	0
Affiliate	5
	<hr/>
	131

- b. NZILA Executive removed 2 Associates and 19 Graduates from the Branch membership in June this year due to non-payment of 2006 subs. At the Branch level we have contacted a number of these individuals and 1 or 2 have 're-joined'.

Promotion

- a. **NZILA Website**
Our Branch Secretary – Jennifer Dray - has been actively using the NZILA website to list up coming CPD events and along with her many emails, generally keeps in contact with branch members and the committee and also kept our branch page on the NZILA website up to date with information on forthcoming CPD events.
- b. **Telecom Yellow Pages**
As in previous years, a branch listing has been placed in the yellow pages and involves a simple format of PO Box, phone number and referral to the NZILA website. The branch email address was set up last year to direct all correspondence to our secretary. The email address is canwest@nzila.co.nz.

CPD Events

Our branch continues to organise interesting and informative CPD events for members. For the events we did have this year all were well attended by branch members

The following events were held:

1. **July** **AGM and a slide show on "Landscape and Life in Japan"**
After last year's AGM, Earl Bennett gave a very informative 'slide show' on his recent period of teaching landscape architecture in Japan.
4. **August** **Play Time – Design, Therapy, Standards**
As our main CPD event for 2006, this one-day playground design seminar was fully booked and included attendees from other branches and professions. Speakers included Tina Dyer who designed Manukau City's award winning Barry Curtis Park Regional Playground and has a detailed understanding of the New Zealand Playground Standards, Sue Wake from

Auckland Unitec, and Adele Orangi from the SPARC active movement programme

2. **October** **ILFA Presentation**
Di Menzies, recently elected IFLA President gave a well attended presentation on the role and activities of IFLA at the Christchurch City Council Chambers on 27th October.

3. **November** **University of Canterbury 'stroll' + pre-Christmas Drinks**
On a Friday afternoon in late November about 40 members met on site at the Ilam Campus for a 'walk and talk' guided by Phil Millar and Geoff Weston. Phil spoke to recently completed work at the Library Plaza and the Science Precinct and Jeff led the group along the northern boundary of the campus to observe the Okeover Stream enhancement works. The group then adjourned to a bar at Merivale for a pre-Christmas 'shout' by the Branch and were joined by members of the Executive who were in town for one of their regular meetings.

4. **March** **CPTED Workshop**
Hannah Lewthwaite organised a CPTED workshop at the Council Chambers on 23rd March, which was well attended with a few going on for a drink at The Twisted Hop after.

5. **April** **Tree Evaluation Talk**
In April Rachel Annan organised a tree evaluation talk by Rob Graham from Win Tech which was well received by members and others

6. **June** **New CCC Infrastructure Design Standard**
Jennifer Dray arranged for various Council Officers to speak to the proposed new set of CCC Infrastructure Design Standards, which was well received by 30-40 of our members who regularly undertake Council and local subdivision work. The attendees will be contacted to make submissions on the draft document and invited to the launch event

7. **Later this year**
Our next big CPD event will be a full day seminar - **Sustainability in Design** - in late August. Workshop content will include panel discussion on 4 related sustainability topics. A resource toolkit is to be developed and provided to participants and the main points from workshop to be fed back into landscape charter

The Education foundation speaker Mario Schjetnan will be speaking at the Art Gallery on Tuesday evening, 18th September - further information will be circulated shortly.

Along with branch organised events we have been issuing many other CPD events run by other organisations including Christchurch City Council, NZ planning institute, Banks Peninsula Conservation Trust, QE11 National Trust, Farm Forestry Association, Canterbury Regional Council, MFE, Landcare Research etc. Upcoming events will continue to be emailed to members and everyone is encouraged to participate in these CPD events.

Environment

- a. The Branch committee was not active on any environmental issues this past year with the expectation that members make submissions as individuals as they saw fit...

- b. **NZ Urban Design Protocol**

The New Zealand Urban Design Protocol that was released by MFE in 2005; NZILA was a founding signatory and now many members or their employers are signatories also. I represented the Branch at a local 'Design Champions' Workshop in November 2006 where the focus of discussion was 'Urban Design and Transport'.

Student Activities

- a. **October 06**
Branch members were invited to attend last year's exhibition of work by final year Lincoln LA students. The exhibition was run over three days and the branch supplied some sponsorship (\$250) to help with costs. The exhibition opening night was well attended by our members, many of whom were looking for prospective employees.
- b. **September 06**
Shannon and I co-ordinated a Wednesday Lunchtime Talk to Lincoln landscape students on the process of how local practices advance their graduates to associate membership. I spoke to how Opus as a large multidisciplinary consultancy did this; Kirsty Porter from Earthworks outlined how a smaller landscape practice developed opportunities for advancement, as did Nik Neal from Isthmus. Nik included a number of 'helpful hints' from Rachael Annan in their Christchurch office, who had just gone through the process of achieving her associate membership. Our presentation was well received as was the pizza that the Branch supplied.
- c. **March 05**
Nadine Sargent spoke to new landscape students at their Introductory Meeting on support offered by NZILA and the Branch and handed out membership forms and past issues of "Landscape NZ". Louise Bailey represented the Branch at this year's Graduation Morning Tea for graduating landscape students and their families and presented the Robyn Gay award to Frazer Baggaley.

Conferences

- 2007 'The Landscape of Lifestyle'** - The Hawkes Bay Manawatu Branch host a very successful 'low-key' conference at Ngatawara Vineyard in early April. It was well attended by our Branch members and a good number of provocative papers were presented on our changing countryside and lifestyles. During the conference dinner there was a brief break from the consummation of excellent local food and wine where the following branch member was honoured by the institute:
David McKenzie – Fellow

Cultural Heritage Landscapes Group (CHLG)

Rachael Annan recently called for interest in creating a local Cultural Heritage Landscape Group to be set up along similar lines to a group that is now active in Auckland. The first South Island meeting was held on June 20th 07. 10 people attended this first meeting, including local landscape architects and Historic Places Trust representatives. Much positive feedback was received and actions for the group include identifying vulnerable local sites, compiling relevant case law, defining the wider issue of heritage landscapes, and hopefully taking part in next year's heritage week. Bimonthly Christchurch meetings will be held; with the next one scheduled for late August/early September.

Executive

Canterbury Branch members on the Executive:

Grant Edge – Treasurer + Vice President
Mike Barthelmeh - Website; Marketing – 'stepped-down' at this year's NZILA AGM
Jennifer Dray – Secretary since NZILA AGM, April 2007

Di Menzies was elected to President of IFLA (Alan Titchener, Hawkes Bay Manawatu Branch subsequently replaced Di as the IFLA liaison to the Executive)

Jenny Moore, with Robert Watson and Jennifer Dray in support, again hosted an information session for those graduate members interested in applying for associateship in 2007. We have a large number of graduate members and those members are encouraged to apply for associate membership and registration.

I wish to acknowledge to Committee's appreciation to Jenny and her colleagues for always being willing to provide graduates with a good understanding of the requirements for the portfolio and interview.

Peter Rough, Wayne Rimmer and Grant Edge along with Will Thresher, who has the Documentation portfolio on the Executive had further discussions on drawing together possible standard forms of contract documentation and agreements for members

Complaints Committee

Earlier this year I contacted Charles Manning and Peter Dyhrberg, who have been 'on-call' as the two lay members of our Complaints Committee for a good number of years. Both were willing to continue in this role, but did query if we needed a third lay person in case either of them were unavailable or had a conflict of interest if and when the need arises. The incoming committee will be looking into this.

Treasurers Report

Treasurers report by Louise Bailey.

Committee Membership

I am happy to continue in the role as Chair for another year. The committee will have the ongoing support of Louise as Treasurer and of Hannah Lewthwaite who will be taking on the Secretary role with Jennifer Dray 'stepping-aside' to concentrate on her Executive responsibilities.

I would like to make a special thanks to Jennifer for her tireless commitment to the Branch and great minute taking and emailing skills; as with all good secretaries, Jennifer has been the 'glue' that keeps us all connected...

As usual, we are looking for a number of members to help with Branch activities...

Committee make up for the coming year (that is, those that I know are willing to re-stand...)

Chair – David McKenzie

Treasurer – Louise Bailey

Secretary – Hannah Lewthwaite

Committee – Rachael Annan, Grant Edge, Jennifer Dray + Shannon Davis as Student Rep on her return from OE

Complaints Committee – Charles Manning and Peter Dyhrberg

Call for nominations for further committee members!!!

David McKenzie
Chair

NZILA SOUTHERN BRANCH

Minutes of the Annual General Meeting of the Southern Branch of the NZILA
Venue: courtyard next to the Dux de Lux, Queenstown
on Thursday 14 February 2008 6.15pm

Item		Action
Members Present	Ben Espie (Chair), Robin Duncan (Vice-Chair), Anthony Rewcastle (Treasurer), Helen Melsop, Andrew Norwood Phillip Blakely, Marion Read, Anne Steven, Brooke Taylor	
Apologies	Mike Steven, Tina Batistic, Georgie Pinckney	
New Members	James Stevenson, Joel Lewis, Helen Melsop	
Outgoing Members	Rhys Girvan, Kieran Neale, Steven Quinn	
2007 Minutes	Minutes of the Last Meeting were tabled Motion: that the minutes as presented are a true and correct record Moved: Ben Seconded: Phillip	
Matters Arising	Conference 2009 The executive committee resolved to host and plan the conference, for Southern Branch CPD events for 2008 1 Robert Thayer video showing as an evening event with a social meal, venue somewhere in Wakatipu, in late May 2 Visit to Rippon biodynamic Vineyard in the spring	Helen Anne
Chairs Report	Ben's report was short as the branch has been somewhat inactive over the last year, the main feature being the talk given by Mario Schjetnan in September and more recently planning the 2009 conference.	
Treasurers Report	Tabled, Anthony reported we have a balance of There remain some outstanding debtors for Yellow Pages ads. Motion: that the Treasurer's report be accepted Moved: Phil Seconded: Brooke	
General Matters	1 CPD (covered under matters arising) 2 Conference Committee Report: - the theme is large scale landscape management - format is up to us but preference is for more field visits as basis for discussion and facilitated group sessions rather than listening to speakers - suggest AGM on first morning, with field trip in	

	<p>afternoon; next morning sessions follosed by field trip in afternoon, followed by final round of sessions last half day so total of 2.5 days</p> <ul style="list-style-type: none"> - cater for up to 150 people - venue maybe Cromwell, or Wanaka - need budget forecasts - need ideas for field trip destinations, a number of ideas were collected (eg, Cromwell valley with vineyard and irrigation development; Jacks Point; Cardrona village)
Executive Positions	<p>Current Positions:</p> <p>Chair: Ben Espie Vice Chair: Robin Duncan Treasurer : Anthony Rewcastle Secretary: vacant</p> <p>New Positions:</p> <p>Chair: Ben Espie Vice Chair : Stephanie Branch (pending confirmation of acceptance) Treasurer: Anthony Rewcastle Secretary: Anne Steven</p>
Next Meeting:	Around the 17 March 2008 start 6.00pm
Meeting Ended:	7.00pm

Signed:----- -----/-----/2008

Chairperson
Southern Branch NZILA

NZILA HAWKES BAY/MANAWATU BRANCH

NZILA Hawke's Bay Manawatu Branch AGM & General Meeting 6 December 2007

Location: Alan Titchener's Living Room, Havelock North

Present: Sara Gerard, Chair (SG), Shannon Bray, Secretary (SB)

John Brenkley (late), Treasurer (JB), Nicola Henderson (NH),

Edita Babos (EB), Alan Titchener (AT), Megan Royal (MR), John Hudson (JH)

Apologies: Tom Abrahams, Richard Bain, Alice Cullen, Jessica Staples, Jo Bruerton, Debra Stewart

Minutes of Previous AGM:

Taken as read. Moved that correct – 1. NH, 2. AT. Carried.

Matters Arising:

Debra Stewart as new chair should follow up the creation of a branch complaints committee, of which she needs to sit as Chair.

Further discussion on some matters took place in the General Meeting which followed the AGM.

Treasurers Report:

John Brenkley outlined the funds in the account, indicating total funds were around \$2800.00.

Motion that the Treasurers Report be accepted: 1. JH, 2. SG, Carried.

Chairmans Report (attached):

Sara Gerard read out her report, thanking a number of members and commenting on the year.

She discussed the successful hosting of the Conference, and a couple of events that took place throughout the year.

Motion that the Chairmans Report be accepted: 1. AT, 2 JH, Carried.

Election of Offices:

Chair: Nominated Debra Stewart. 1. NH, 2. SG, Carried.

Secretary: Nominated Megan Royal. 1. AT, 2. SG, Carried.

Treasurer: Nominated John Brenkley. 1. JH, 2. NH, Carried.

Dep. Chair: Decided that it was not required.

Note: It was decided to keep the AGM short to cover only Chair/Treasurer Reports and election of offices, and all general business was discussed in the General Meeting that followed.

NZILA CENTRAL NORTH ISLAND BRANCH

No report received from Central North Island Branch

NZILA AUCKLAND BRANCH

2007 ANNUAL GENERAL MEETING MINUTES

Date: Tuesday 12th February 2008, 6PM.

Present: Sherry Berg (SB), Rachel de Lambert (RDL), Paula Wilkinson (PW), Carol Drinnan (CD), Stuart Houghton (SH), Heidi Monks (HM), Helen Preston Jones (HPJ), Mike Thomas (MT), Chris Bentley (CB), Jonathan Wong (JWO), Michael Cassidy (MC), Kris Macpherson (KM), Clynt Ringrose (CR), Peter Whiting (PW), Sally Peake (SP).

Agenda:

1. Apologies
2. Notification of other matters
3. Acceptance of 2007 minutes
4. Chairperson report
5. Treasurer report
6. Election of Committee; set date and time for first meeting

Apologies: Mike Farrow, Keren Neal, Tony Collins, Simon Cocker, Shonagh Lindsay, Peter Kensington, Melean Absolum, Lance Millward, Renee Davies, Sam Bourne, Jan Woodhouse, Rod Barnett.

Other Matters:

1. 2008 Shift Conference update
2. Awards
3. Event Planning

2007 Minutes:

MT moved to accept, RDL seconded. No matters arising from minutes.

Chairperson's report: Mike Thomas read his report. HM accepted, RDL seconded.

Treasurer's report: Sherry Berg presented. CB accepted, RDL seconded.

Election of 2008 Committee:

Chairperson: CD on Behalf of Renee Davies nominated Peter Whiting, HM seconded. Peter Whiting elected unopposed.

Secretary: HM nominated Carol Drinnan, MC seconded. Carol Drinnan elected unopposed.

Treasurer: HM nominated Sherry Berg, HM seconded. Sherry Berg elected unopposed.

Vice Chairperson: HM nominated Michael Cassidy CD Seconded Mike Cassidy elected unopposed.

Other committee members: Mike Thomas, Paula Wilkinson, Rachel de Lambert, Clynt Ringrose, Melissa Clark, Kris Macpherson, Chris Bentley, Jonathon Wong, Sally Peake.

First Meeting: Tuesday 3 March, 2008. Boffa Miskell, 6pm.

Other matters:

- **2008 Shift Conference.** MT gave an update on the conference.

Sponsorship is going well, with more to come. A significant amount of overseas speakers have been secured. The conference will be covered by landscape magazines in NZ and Australia. There have been a few registration issues that the conference planners, Eventi have been dealing with. MC acknowledges Mike Thomas, for his hard work in collecting sponsorship, Lance Millward for organizing powhiri details, and Jan Woodhouse for ongoing support and guidance. Conference Committee will be putting forward to Exec the business case for potentially holding a Carbon Neutral Conference. The Landscape Charter will be held on the Sunday, as part of the conference. This will be promoted on the website.

- **Awards.** HM (Awards Convener) invited questions. These were about the dinner. HM has not come to the details of this yet, but student awards will be part of the dinner, which was acknowledged as being important. All entries are in the process of being assessed, and the design judges are currently on the road. There were a record number of entries, 97 in total, but 2 have subsequently withdrawn.

- **Event Planning.** RDL mentioned that there needs to be a meeting in regard to incorporating Northland members in Auckland Branch activities, with a potential activity north. HM asked that the Auckland Branch Committee hold a Christmas Party at the end of this year, she has had a number of requests for one. Also, HM is to put together a document that outlines the function of the Auckland Branch Committee, to send to all Auckland Branch members.

First Committee meeting: Tuesday 13th March, 2008. Jasmax, 65 Upper Queen Street, 6pm

Agenda

- Event planning for year.

Meeting closed 7.00 pm.

**NZILA NELSON/MARLBOROUGH BRANCH
MINUTES OF ANNUAL GENERAL MEETING**

No report received from Nelson Branch