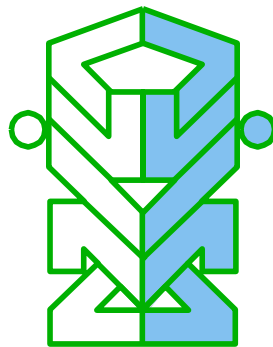


**ANNUAL REPORT
2009 FINANCIAL YEAR**



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

PUBLISHED MARCH 2010

www.nzila.co.nz

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NZILA 38th ANNUAL GENERAL MEETING AGENDA

Date & Time: 12.30pm - 5.00pm
Thursday 15 April 2010

Location: The Angus Room
Museum of New Zealand
Te Papa Tongarewa
Wellington

1. Welcome, Attendance and Apologies
2. Receipt of proxy votes
3. Confirmation of Minutes of the 2009 AGM
4. Matters arising from Minutes
5. Presentation of Annual Reports (the 2009 Annual Report will be precirculated prior to the meeting and largely taken as read)
 - 5.1. President – *Dennis Scott*
 - 5.2. Honorary Secretary; Liaison With Professional Bodies; Environment & Legislation (shared portfolio with Sally Peake) - *Rory Langbridge*
 - 5.3. Vice-President, NZILA Documentation Records – *Grant Edge*
 - 5.4. Associateship, Environment & Legislation (shared portfolio with Rory Langbridge); Documentation Practice Support; - *Sally Peake*
 - 5.5. Accreditation; Education; Urban Design; CIC - *Chris Bentley*
 - 5.6. Communications; Graduate Affairs; Student Affairs - *Hannah Lewthwaite*
 - 5.7. Branch/Membership Liaison, CPD - *Robin Rawson*
 - 5.8. Conference/Workshop Liaison; Awards - *Heidi Monks*
6. Presentation of Annual Accounts – *Grant Edge*
7. Presentation of Budget for 2010
8. Appointment of Auditors
9. Conference/Workshop
 - 9.1. 2010 Wellington Landscape¹⁰ : The Power of Landscape Conference
 - 9.2. 2011 Workshop (Northland)
 - 9.3. 2012 Conference (propose Christchurch location)
 - 9.4. 2013 NZILA/AILA IFLA World Congress - Auckland
10. Awards:
 - 10.1. Fellow nominations for 2010
 - 10.2. Student Tertiary Excellence Awards
11. Associateship Presentations

12. NZILA Associate Process and Membership Review - *Julia Williams*
13. Remits (attached)
 - 13.1 Constitutional changes covering but not limited to: (*tabled by the Executive Committee*) – presented as a comparison of the existing 2007 constitution with proposed 2010 changes
 1. Associateship Process and Membership Review changes as they affect the Constitution – *Rule 2. Membership*
 2. Arrears - changes to clearly support normal practice in regard to acceptable time periods for members to pay their annual fees – *Rules 2.11 Fees and subscriptions and 2.12 Arrears*
 3. Meetings of the Committee – to allow for a wider range of options to be used by the Committee to conduct meetings – *Rule 3.3*
 4. Code of Conduct and Complaints procedure – remove the provision that complaints are handled by branch committees instead they will be administered by a Complaints Committee
 5. Any formal references as are necessary between the Constitution and the existing Operational Procedures and Protocols Document, Branch Protocols and Job Descriptions document, and the Registration Handbook which will replace the old Application Pack for Associate Membership
 - 13.2 A National Policy Statement on Landscape (*tabled by Frank Boffa & others*)
14. The Aoteroa-New Zealand Landscape Charter – *Mike Barthelmeh*
See attachment – NZILA draft charter final for 2010 AGM.doc
(note this version is circulated prior to the final consultation meeting with Wellington branch on 25/3/10)
15. Landscape Planning Initiative (LPI): Best Practice Note – Landscape Assessment and Sustainable Management and Visual Simulations Guidelines (*Frank Boffa and Dennis Scott*) (draft documents and cover note explanation will be circulated prior to the AGM)
16. NZILA Recording of Oral History – *Shona McCahon*
17. Registration – *Rachel de Lambert*
18. IFLA Delegate – *Alan Titchener*
19. Education Foundation – *Frank Boffa*
20. High Country Landscape Group – *Anne Steven/Di Lucas*
21. Landscape Architects Legislation – *Di Lucas/Robert Watson*
22. Cultural Heritage Landscape Group – *Hugh Lusk/Rachel de Lambert*
23. Branches
24. General Business

NZILA PORTFOLIO DIRECTORY 2009-2011

President	Dennis Scott
Vice President; Treasurer; NZILA Documentation Records	Grant Edge
Honorary Secretary; Liaison with Professional Bodies; Environment & Legislation (shared portfolio with Sally Peake)	Rory Langbridge
Associateship, Environment & Legislation (Shared Portfolio With Rory Langbridge); Documentation Practice Support;	Sally Peake
Accreditation; Education; Urban Design; CIC	Chris Bentley
Communications; Graduate Affairs; Student Affairs	Hannah Lewthwaite
Branch/Membership Liaison, CPD	Robin Rawson
Conference/Workshop Liaison; Awards	Heidi Monks
Associate Process and Membership Review	Julia Williams
NZILA Recording of Oral History	Shona McCahon
IFLA Delegate/Liaison	Alan Titchener
Registrar	Rachel de Lambert
Education Foundation	Frank Boffa
Ministry for the Environment Liaison	Clive Anstey
The Aoteroa/New Zealand Landscape Charter	Mike Barthelmeh
Webmanager	Melanie Whittaker
Executive Officer	Melanie Whittaker

Branch Committees as at March 2010:

<p>Auckland Chair Amy Hobbs Sec Sandy Ling Treasurer Jonathan Wong</p>	<p>Wellington Chairperson Vacant Secretary Emma Corbett Treasurer</p>	<p>Southern Chair Philip Blakely Sec Ben Espie Treasurer Antony Rewcastle Dunedin Liaison Stephanie Scott</p>
<p>Hawkes Bay/ Manawatu Chair Shannon Bray Secretary Megan Taylor Treasurer John Brenkley</p>	<p>Central North Island Chair Tim Lander Sec Joby Barham Treasurer Charlotte Grant</p>	
<p>Canterbury/Westland Chair Jennifer Dray Sec Martha Dravitzki Treasurer John Clemens</p>	<p>Nelson/Marlborough Chair Tom Carter Sec Treasurer Lynn Cadenhead</p>	

PRESIDENT'S REPORT

Dennis Scott

Firstly, I would like to acknowledge those that we have passed away during 2009, Geoff Park (March 2009, Honorary Fellow), Mitchell Walker (January 2009, student member) and Barry Chalmers (September 2009, Affiliate member and recipient of an NZILA Certificate of Appreciation). We acknowledge and reflect on the legacy they have left to the landscape and people of New Zealand.

The role of President over the past year has been a challenging yet rewarding experience. I therefore wish to thank the current Executive and other NZILA members who have provided continual support over the past 12 months.

Both internal governance and support for members and the external promotion of profile and advocacy in relation to the skills and experience of the profession are key continuing goals of influence for the executive role.

Specifically, the strategic position promoted by myself and the current Executive Committee has been to focus our energy this year on the progress, action and implementation of a range of existing and new policy and portfolio initiatives by past Executive Committees.

In progressing these initiatives, it is with some pride that I recognise that effort, energy and commitment from executive and supporting members to bring to fruition the outcomes that are now the business focus for this, the 38th Annual General Meeting of the New Zealand Institute of Landscape Architects.

Of particular note is the move towards registration. The member's referendum held in August 2009 returned an overwhelming support for the formal Registration category to replace that of Associate. This in my opinion was an excellent outcome, and one that now sets the New Zealand Institute of Landscape Architects and its membership body on a progressive path.

Registration is about professional currency – both internally in terms of relationship respect within the Institute and externally in relation to client and community relationship respect. This allows landscape architects to enjoy continued recognition as a professional body for members servicing the community with credibility in relationship to our craft. It also signals a continued progress as a growing and relevant profession with so much on offer in a dynamic and changing global environment. Membership of a professional body such as ours allows individual responsibilities to transfer to collective mana.

The NZILA Associate Process and Membership Review now represents a significant milestone for the profession and industry. I offer a special thank you to Julia Williams for her diligent research, consultation and involvement of members, and documentation of the Associateship Process and Membership Review, proposals and recommendations. Thank you to those members who contributed.

Also initiated by the 2005 to 2007 executive and championed by Brad Coombs (Environment and Legislation portfolio) is the development of the Aotearoa New Zealand Landscape Charter which sets out a set of landscape principles and actions expanding on the current NZILA Statement of Philosophy. The Aotearoa New Zealand Landscape Charter will provide a means by which natural and cultural landscapes can be recognised, protected and enhanced, and secures the beliefs and values of the NZILA which apply to the quality, protection, planning, enhancement, change, design and management of the landscape in Aotearoa / New Zealand. The Charter also incorporates current NZILA environment policy. The significant progress made to the Charter is the result of work undertaken by Mike Barthelmeh who has been responsible for evolving and fine tuning the documentation process.

Mike also visited the branches, presenting the material and gaining feedback from members throughout the country and I thank Mike for his energy and commitment to that process.

Also of significance, are the constitutional changes proposed to the existing 2007 constitution. Again my sincere thanks goes to Mike Barthelmeh for his willingness to volunteer his time to oversee this constitutional review and undertake the consultation 'road show' to the regions and branches.

On that note, I would also like to extend a vote of thanks to the branches and the activities, forums and events that are organised within the regions. It is at this local level interaction in collegiality that provides a close and critical level of support for our membership.

I would also like to record my support for the NZILA Education Foundation who, in 2008, initiated the series of workshops on the landscape assessment processes including definitions of terms, visual simulation, guidelines and expert landscape evidence discussions. Termed the Landscape Planning Initiative that sought to prepare a series of Best Practice guidelines aimed at landscape practitioners and decision makers involved in landscape assessment and sustainable management.

The first of these documents provides an overview of the generic process of landscape assessment and a set of definitions and terms commonly used in practice. It outlines processes and practice applications typically carried out by landscape architects in the planning, design and management of landscapes. It is intended that this document be complemented by a series of best practice notes on specific aspects of landscape assessment which will be prepared and published progressively. The second document (and the first of the sub-suite of complementary practice guidelines) provides a technical guideline for visual landscape simulations. It is envisaged that future practice notes will cover the preparation of other matters including landscape evidence, engagement with tangata whenua and in addition more specific detailed models of different landscape assessment techniques and approaches. I would like to thank Frank Boffa for that initiative along with Simon Swaffield and other members who faithfully committed a significant amount of time and focus to bringing the first two publications to realisation.

Other accomplishments and events over the past year include:

- the NZILA recording of The Oral History by Shona McCahon;
- the successful accreditation review for the MLA at Victoria University,
- the NZILA Resource Management Act submissions to the Local Government and Environment Select Committee on the Resource Management (Simplifying and Streamlining) Amendment Bill 2009;
- the continuing forging of linkages with AILA;
- the continued development of strong linkages to the IFLA eastern region.
- The establishment of the 2013 IFLA World Congress SubCommittee who have commenced planning for the NZILA/AILA joint hosting of this event

Of course other accomplishments are highlighted by the upcoming conference, Landscape¹⁰, The Power of Landscape conference. This promises to be a significant event with an excellent line-up of speakers that will both engage and challenge conference delegates. As part of the conference is the acknowledgement of excellence within our profession at our NZILA / Resene Pride of Place Landscape Architecture Awards Gala Dinner. This is an important biannual and high-profile event and one that is so central in raising the profile of professional landscape practice both within New Zealand and internationally. Again a record number of entries have been received. On that note a special thank you goes to Heidi Monks for her dedication to a portfolio that requires a high level of energy and commitment to successfully organise, administer and manage this demanding event.

It is with some regret that I advise the members of the resignation of Chris Bentley from the NZILA Executive Committee, effective from the 14th April 2010. Chris is relocating to China on the 28th May 2010. Chris has made a significant contribution to executive and the NZILA particularly in relation to the Education and Urban design portfolios. My best wishes go to Chris and his family in their new International venture.

In closing, I again thank you all for your support and encouragement over the past 12 months. The role of President and Executive Committee Member is a challenging role, however the reward comes from the knowledge, energy, enthusiasm and support that you as the NZILA members provide to the organisation.

Dennis Scott
NZILA President

HONORARY SECRETARY; LIAISON WITH PROFESSIONAL BODIES; ENVIRONMENT & LEGISLATION (shared portfolio with Sally Peake)
RORY LANGBRIDGE

HONORARY SECRETARY

Oral History Project

The first 11 interviews of the Oral History Project by Shona McCahon are now complete with the interviews now archived at the Oral History Centre at the Alexander Turnbull Library. On behalf of the institute I would like to thank both Boffa Miskell for seeing the need and taking the initiative to undertake these interviews and to Shona for carrying them through to this point and for the energy and enthusiasm to take it further.

At the end of last year we established some criteria to guide the selection of future interviewees and received a good and wide ranging response. We now have a proposal to interview the next group of nominated members however this will need to be delayed due to the demand on the special project budget. It is anticipated that the next phase will recommence in 2011.

Interviews can now be accessed via the NZILA web site.

Registration Review:

With the focus of much of the exec work this year on the Registration review being undertaken by Julia Williams and the Landscape Charter work being undertaken by Mike Barthelmeh.

Julia Williams of Drake Williams Limited has been engaged to undertake the next phase of this important process. It is anticipated that this phase will include

- Seeking feedback from those on Associate Panel Chair and members 2009, and applicants from 2008 & 2009.
- Prepare revised documentation for the existing practice areas ('categories of work') and prepare new documentation for the new core areas including Professionalism; Legislative Context and Office Administration.
- Documentation will also be developed to assist the sponsor/mentor process, the graduate peer workshops and the interview process
- This process will also provide guidance to the CPD requirements and specific consideration and recommendations made to cover the transition years of 2010 and 2011.

ENVIRONMENT PORTFOLIO:

I nominated to assist Sally Peake with any work associated with this portfolio, apart from some nominal contribution to discussions Sally appears to have effortlessly covered the portfolio this year. From my perspective, the portfolio has primarily involved the extensive work being undertaken by Mike Barthelmeh who deserves a bit thank you for all the work that he has undertaken in this regard and a congratulations for getting the Landscape Charter to this stage in the face of underwhelming support from 'interested' parties.

Rory Langbridge

ASSOCIATESHIP; ENVIRONMENT & LEGISLATION (shared portfolio with Rory Langbridge);
DOCUMENTATION PRACTICE SUPPORT
SALLY PEAKE

ASSOCIATESHIP

2009 was a busy year for the Associateship Panel with 14 Associateship Applications being received. 12 applicants were successful and the Executive Committee congratulates and welcomes the following people as Associate Members of the Institute:

Katie Jane Bailey
Amy Hobbs
Robin Rawson
Brooke R. M. Mitchell
Bruce McKenzie
Lee Brazier
Davis Sinclair Cartwright
Angela McArthur
Emma Frances Corbett
Sean Michael Leogreen
Hannah Lewthwaite
Virginia Anderson

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

Congratulations to you all.

Associateship and Membership Review of the NZILA

The NZILA Executive Committee initiated the Associateship and Membership review in July 2007. This year the Executive Committee carried out a referendum in August 2009 to gauge members views, which showed clear support for the proposed process.

Accordingly, Julia Williams, who was engaged through a competitive tender process to work on the implementation of the review, has been very active, investigating all the necessary documentation and guidelines for membership review components and associated processes.

Julia will present a separate progress report to the AGM.

Members were advised on 25 September 2009 the outcome of the Associate Process and Membership Review Referendum, as follows:

The result of the Associateship Process and Membership Review Referendum was an overwhelming majority vote "yes" for all questions in both the Corporate and Graduate categories.

The questions again were:

Corporate Category:

Registered Landscape Architect
'Associate' is dropped and NZILA adopt the term 'Registered Landscape Architect' as the one brand for its corporate membership.

Reciprocity
NZILA should introduce a reciprocity policy that enables a fast-track process for members of recognised overseas Landscape Architecture Institutes who have sat the equivalent professional practice exam to become Registered members of NZILA.

Graduate Category:

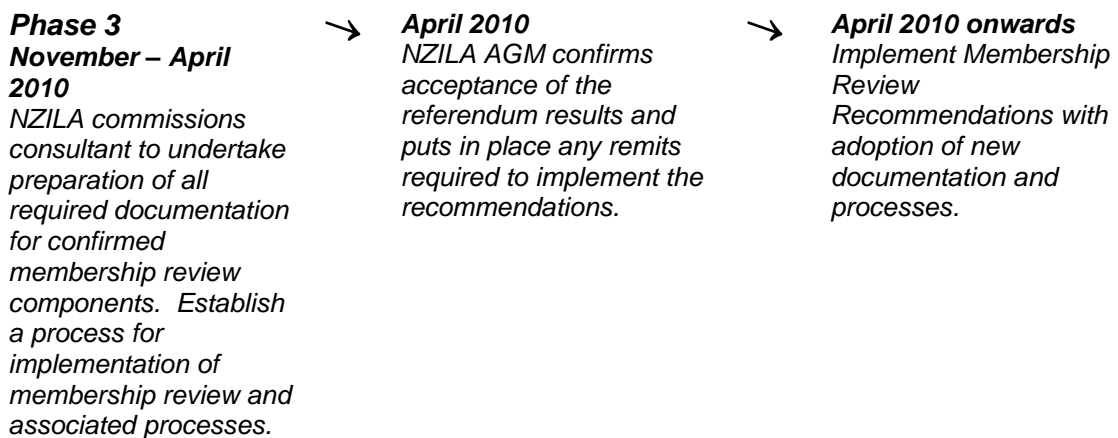
Associate Process Revised

The existing Associate examination process should be revised as outlined on the attached recommendations to meet current practice requirements and professional expectations.

Graduates Directory Listing

Graduate members should be shown on the NZILA website consultant landscape architects list and on any printed directory as 'Graduate'. (The Graduate membership level (G1- G5+) is for internal use only.)

Therefore the Membership Review will proceed to Phase 3 (see flowchart below), after the formal acceptance of the results of referendum by the Executive at their 17 November 2009 Executive meeting.



Associateship Panel

A number of queries regarding the Associateship application process have been responded to during the year, some of which will provide useful knowledge as we go through to the next stage of the Associateship Review.

The Associateship Panel had a busy year in 2009 and continues to do provide excellent support to the Executive and Institute.

John Brenkley was the Chairperson of the panel again this year and was ably assisted by Ralph Johns, Clive Anstey, Renee Davies, Jenny Moore and Brad Coombs. Thank you to the panel once again for your hard work in 2009.

Associate Workshops

A number of Associate workshops were held around the country leading up to Associateship applications closing in 2009. These workshops continue to be well-attended and popular with graduates and prospective applicants.

ENVIRONMENT AND LEGISLATION (shared with Rory Langbridge)

Submissions

The Executive continues to grapple with submissions on behalf of NZILA and will look to creating a forum of people willing to assist in making submissions or preparing position papers on a variety of topics.

Early in 2009 NZILA made a submission to the Local Government and Environment Select Committee on the Resource Management (Simplifying and Streamlining) Amendment Bill 2009. This submission

was co-ordinated by Brad Coombs, with a number of other members making a significant contribution. Brad presented the submission to the committee, supported by a show of representation by Dennis Scott, Chris Bentley, Heidi Monks and myself.

It is anticipated that this work will be ongoing during the current year as the proposed Stage 2 Amendments continue to emerge and in order to continue to raise the profile the Institute.

In June Dennis and I attended the Environment Defence Society annual conference, Reform in Paradise –Threat or Opportunity?, following which I wrote a separate article that was posted on the website.

In September 2009, MfE invited NZILA to carry out a review of NZS 4404: LAND DEVELOPMENT AND SUBDIVISION ENGINEERING. Given the amount of work required, and the absence of any funding (unlike that provided for the Roding and Water sections), the Executive declined, but provided limited advice on the areas requiring to be updated.

Subsequently, a draft was prepared by Yvonne Weeber at MfE, who intended that the landscape section should provide a general overview that allowed it to be developed in future (either as part of the Standard or as a separate Standard).I also attended several workshops where I encouraged participants to make submissions, recognising, however, that this would be unlikely to have much impact at this time.

The Aoteroa/New Zealand Landscape Charter

Mike Barthelmeh has continued to refine the draft charter that was presented at the 2009 AGM. Following consultation with the Landscape Charter Review Group, a revised version has been presented to branches around the country.

Recommendation:

That The Aoteroa/New Zealand Landscape Charter be distributed to key stakeholders and consultation undertaken with those stakeholders. After key stakeholder feedback and any minor modifications to the charter as agreed by the review group, the proposed charter is then distributed to all members for adoption by referendum.

Sally Peake

**ACCREDITATION; EDUCATION; URBAN DESIGN; CIC
CHRIS BENTLEY**

ACCREDITATION; EDUCATION (see below for Accreditation Panel's Report)

The Institute welcomed Melean Absolum onto the Accreditation Panel who replaced the retiring Glenn Thomas.

Victoria University

The Accreditation Panel has completed the 5 yearly audit of Victoria and have accredited the new 3 x 2 course.

Lincoln University and Unitec New Zealand

Annual reports were received and accepted by the Accreditation Panel.

Accreditation Panel Report

1. With the retirement of Glen Thomas from the NZILA Accreditation Panel, Melean Absolum has joined the Panel and assisted at the Accreditation Review of the Victoria University Programme in 2009.
2. Annual Reports, as required, were received from the three Universities during the year.
3. On 28-29 September 2009 the Victoria University Review was carried out by Dianne Menzies, Melean Absolum and Frank Boffa. The Review Panel recommendation was that the '*Bachelor of Design – BDes (LArch; Masters in Landscape Architecture – MLA) be granted accreditation in accordance with the NZILA Accreditation Procedures 2004, until 2014, subject to satisfactory self evaluation through the annual reporting process.*'

This recommendation recognises that entry into the existing 4 year BDes course will cease in 2010, and be replaced by a 3 + 2 MLA commencing in 2010. We noted that transition provisions are in place to accommodate existing BDes students.

4. The schedule of ongoing accreditation reviews are –

2010	Unitec
2011	Lincoln University

*Frank Boffa
Dianne Menzies
Melean Absolum*

CIC

CIC recently held their annual retreat and identified a large number of issues to be for the year. The key issues are, Providing input to the Building Act review, Home Warranties, Product Assurance, NZ Standards and Compliance, Timber Treatment quality and Compulsory Drug and Alcohol testing on construction sites.

The most significant for the NZILA is the proposal to have free website access to all standards required to comply with the Building Code.

URBAN DESIGN

The Institute continues to support the Urban Design Forum as a partner and encourages all members who practice in the area of Urban Design or who have an interest in Urban Design to join the UDF.

Chris Bentley

**COMMUNICATIONS; GRADUATE AFFAIRS; STUDENT AFFAIRS
HANNAH LEWTHWAITE**

Communication

The NZILA publicity CDs have been distributed amongst the Branches... quite a job! so a big thankyou to all who have been involved with this initiative, particularly the Branch Secretaries and to Melanie for your efforts here. So far it has been a bit difficult to gauge the usefulness of the CDs as these are generally held at unmanned collection points for people to take away and so feedback is often not easy to gain. However they are a long term resource and a useful tool for communicating about Landscape Architecture with clients, and to provide information on the Institute.

Communications by the Institute with the Media have been a prominent issue this year for the Institute. Presently it seems that members are somewhat divided over how the Institute should best represent a view (and whether it should do this at all) on pertinent issues. It is recommended that the Executive consider consultation with members on this topic and how best to proceed. The Draft NZILA Media Strategy contained some guidance on the topic but from a 'media' view rather than a Landscape Architects professional and/or technical viewpoint.

Graduate Affairs

The main topic this year has been the Associateship Review and Julia William's research, canvassing views of members, and presentation to the Executive Team of the options for addressing this complicated issue. Thank you Julia for your excellent work. Feedback from Graduate and newly Registered members I have spoken to so far concerns mainly the need for a better understanding of how the transition period will work (between the former Associateship process and Registration), and clarification around our CPD programme.

Student Affairs

Student membership continues to grow with a focus within the Branches on attracting students with reduced student membership fees and social events and the opportunity for networking with other professionals. Thank you to all the Branches for your outstanding efforts this year in this area.

NZILA Awards to students for 2009

Congratulations to the winners of the annual NZILA student awards that are presented to the top graduating students in each of the NZILA Accredited teaching institutions.

NZILA/Frank Boffa Award (Unitec)
NZILA/Robin Gay Award (Lincoln)
NZILA/Dr Diane Menzies Award (VUW)

Joseph McCready
Chris Owen
Robert Bark

Hannah Lewthwaite

**BRANCH/MEMBERSHIP LIAISON, CPD;
ROBIN RAWSON**

BRANCH LIAISON

Thanks to the many members around the country who have put time and energy into branch activities and events. Branches have supported Executive and NZILA with meetings relating to the *Associate Process and Membership Review Referendum*, the NZILA promotional CDs and other initiatives.

Thanks in particular to the previous office holders, many of whom are back as office holders this year. Thanks also to all the committee members who have worked hard to keep branch and national events going, and to those who have made and maintained contact with landscape architecture students.

I hope that you're all enjoying the statistically significant improved sense of well-being and self-esteem that volunteering brings!

Once proposed changes to the NZILA Constitution are approved, we will be amending and updating other documents including the *Branch Job Descriptions and Protocols* which provides a quick reference to branch activities.

Branch Officers for 2010:

Auckland Chair Amy Hobbs Vice Chair Lee Brazier Secretary Sandy Ling Treasurer Jonathon Wong	Nelson / Marlborough Chair Tom Carter Secretary Treasurer Lynn Cadenhead
Central North Island Chair Tim Lander Secretary Joby Barham Treasurer Charlotte Grant	Canterbury / Westland Chair Jennifer Dray Secretary Martha Dravitzki Treasurer Rachael Annan
Hawkes Bay / Manawatu Chair Shannon Bray Secretary Megan Taylor Treasurer John Brenkley	Southern Chair Philip Blakely Dunedin Stephanie Scott Secretary Ben Espie Treasurer Antony Rewcastle
Wellington Chair To be advised Secretary Emma Corbett Treasurer To be advised	

CPD

With the *Associate Process and Membership Review Referendum* returning a majority vote, members have approved *Registered Landscape Architect* as the NZILA membership brand. As a result of this, the role of district Branches is even more important as the main provider of CPD opportunities. Expect a few more members at your CPD events this year, and consider whether having a CPD Branch Committee member will work for your branch.

In the past year there have been a wide range of events put on by branches, including 'show and tell' events, site visits slide shows and workshops. Thanks to all those Branch members who made these events happen.

The *Registration Code of Practice* and the website are useful tools in planning for CPD events. Events put on by other branches can be a source of inspiration, and we are working on an ideas section for the website. It would be great to see more branch events posted on the website; you can send details to Melanie before the event and photos to her after.

We're not the only professional group looking for opportunities for CPD points, and sharing events can be a great way to bolster numbers, widen the conversation and give people a chance to find common ground that may help to develop professional relationships.

Robin Rawson

CONFERENCE/WORKSHOP LIAISON; AWARDS HEIDI MONKS

CONFERENCE / WORKSHOP

In 2009 the Workshop held in Queenstown was a fantastic success and the delegates appreciated the format which combined indoor sessions, in rooms overlooking the lake, with field trips into the Central Otago landscape. Many thanks from us all to the hard working team.

Attached below is a report from Robin Rawson and Ben Espie.

'THE BIG PICTURE' WORKSHOP CONFERENCE

*The Southern branch hosted **The Big Picture**, a workshop style conference with the theme of examining large scale landscape change in New Zealand in April 2009.*

Like many visitor destinations internationally, the growth of the Queenstown Lakes district has been subject to pressures, forces and demands from outside the district, and often outside New Zealand. Like New Zealand as a whole, visitor activity and overseas investment (often motivated by the beauty of our landscape) directly brings economic activity; we rely on it for economic wellbeing and survival.

The conference was attended by 80 people including landscape architects, students and local planners.

*Highlights of **The Big Picture** highlights were many and varied. For some it was the presentation of artist Grahame Sydney and poet Brian Turner on the opening night which was ably chaired by Graeme Todd. For others it may have been the fantastic conference dinner held at the Jack's Point clubhouse which was sponsored by Darby Associates.*

In between there were field trips to a variety of stunning locations around the Queenstown Lakes District. The field trips considered the Landscapes of Recreation, the Landscapes of Rural Living, Landscapes of Production and Landscapes of Energy.

At the final session, admirably chaired by Rachel de Lambert we did not resolve or reach consensus on all the issues, but we nonetheless had a thought provoking time.

The conference was well supported by a number of sponsors including Vivian and Espie Landscape Architects and the legal firm MacTodd as gold sponsors. Darby Associates Landscape Architects provided lots of support to make the conference dinner so enjoyable.

Baxter Design Group, Morgan and Pollard and Macafferri were silver sponsors and Opus was a bronze sponsor. Thanks to all the sponsors, without their support this event would not have happened.

Thanks also to the Crowne Hotel and their wonderfully organised staff, and our unflappable event organiser; Malcolm Blakely of QT Event Management.

Many thanks also to the organising committee of Ben Espie as Chairperson, with Rob Boyd, Jo Dey, Helen Mellsop, Luke Porter, Robin Rawson, Marion Read, Anthony Rewcastle and Michael Steven. The Conference Committee was left in a state of exhausted relief at the end of the conference, but has now recovered.

2010 Power of Landscape Conference Wellington.

Attached below is a report from Boyden Evans Chair of the Wellington Conference Committee. The Wellington Committee has worked extremely hard to bring this conference to us and I applaud them for the hard work and dedication they have exhibited. They will be providing a summary document after the conference is over in order that we will be able to get the Conference Guideline document formalised.

NZILA 2010 Conference: Report to NZILA Executive Committee: AGM 15 April 2010

Background

The NZILA 2010 Conference Committee was formed in June 2008 and first met in August 2008. Members comprise:

Boyden Evans (Chair)
 Bron Bennetts (Secretary)
 Steve Dunn (Treasurer – ex officio role)
 Shona McCahon (Publicity)
 Ross Jackson (Sponsorship)
 Cheryl Robilliard
 Alayna Renata
 Clive Anstey
 James Pattullo (Student. VUW)
 Phil Bonifacio (Student VUW)

To broaden the composition of the Committee, we approached Victoria University seeking two students to join given that none had come from following the NZILA Wellington Branch meeting to appoint the Committee; James and Phil came forward. The Committee has met regularly, initially monthly then fortnightly, and weekly for the past two months (minutes from our 27th meeting were issued last week).

One of the first actions was the appointment of Janet Simes of Absolutely Organised as conference organiser; several of the Committee had worked with Janet on NZILA conferences previously and hence were confident of her abilities. Given the difficult economic conditions and financial uncertainty, the Committee from the outset, adopted a cautious approach to the scale of the conference, the selection of venue, likely attendance and sponsorship target. We had concerns about hosting the Conference in a major Wellington venue (ie Te Papa, Wellington Conference Centre) and so explored and costed smaller, alternative venues.

We alerted NZILA Executive of our concerns about the financial viability and budget, and also other matters in our letter of 7 May 2009.

Structure

We decided to adopt a very hands-on role to selection of speakers and papers for the Conference and instead of calling for papers and then selecting suitable speakers, we put a great deal of effort in formulating the conference theme and sub-themes, preparing specific briefs for each session and then selecting speakers to meet those briefs. Formulating the conference theme proved to be difficult and time consuming during the first six months; we held several meetings open to all NZILA Wellington Branch members focusing just on developing the conference theme.

In addition, we decided that in selecting speakers we wanted to involve mostly non landscape architects so that we obtained different perspectives on what we feel are key landscape issues and to avoid landscape architects 'talking to the converted' or simply showcasing their work.

From the collective knowledge of the Committee, together with specific suggestions sought from a few NZILA members such as Simon Swaffield, Jacky Bowring and Diane Menzies, we believe we have managed secure a good range of speakers, including initially two and now three from overseas.

We also introduced some new aspects to the conference format, including an opening lecture following the NZILA AGM, which we were very fortunate in securing film director Vincent Ward, introduction of a conference 'listener' who will attend the conference and then summarise proceedings at the close of the Conference (Chris Laidlaw), and an art exhibition with all pieces for sale (LeSa Gallery, which is owned by artist Sheyne Tuffery).

We were also fortunate in arranging for a book launch at the conference (Beyond the Scene: landscape and Identity in Aotearoa New Zealand), through our association with Dr Janet Stephenson, who is one of the people presenting a paper at the conference.

Taking a lead from the 2009 NZILA Conference held in Queenstown, we also included poster session for members but are disappointed by the number of submissions for this (9 entries, 8 of which are from one company). We have also introduced a Student Event, and have primarily given the task of organising this to the two student representatives on the Committee.

Outlook

Similarly with previous NZILA Conferences, registrations have been relatively slow, which has caused us concern; we were surprised that so few NZILA members took advantage of the cheaper early bird registration. However, numbers are building and as of Friday 26 March, we are past break even. Traditionally, with NZILA Conferences, there has been a flurry of late registrations.

We were disappointed that given the number of NZILA conferences held over the years, that the Executive Committee were unable to provide us as the new 2010 Conference Committee, with a conference handbook or a list of key issues to guide us in our work. In addition, a list of key requirements from the Executive at the outset of the conference planning would have been very helpful and would have avoided having these aspects being drip-fed in response to our queries. While a professional conference organiser can provide invaluable assistance on a wide range of matters, there are still many aspects that the NZILA members on the Conference Committee have to address (i.e. theme, speaker selection, publicity, etc).

We have kept full records of correspondence and documentation associated with the conference and will pass this on to the Executive after the Conference once we have tidied up all the loose ends. In addition, we will prepare a report to Executive, which will include recommendations and lessons learned for organising future conferences so that conference committees in the future can benefit from our experience.

We are confident that the 2010 Conference will be memorable and that attendees will enjoy and be challenged by the great range of speakers and presentations over the 2+ days of the conference.

*Boyden Evans'
Chair
NZILA Conference Committee*

29 March 2010

NZILA Resene Pride of Place AWARDS

Numbers

The number of Awards entries continued to grow despite the financial uncertainty that has prevailed. It is heartening to see the excellent work put forward by the members and to know that landscape architecture as a profession is flourishing, and that landscape architects continue to develop their skills, work in multi-disciplinary teams and share their knowledge and experience. It is exciting to see that they are proud of what they do, and I am privileged to be in a position to support and celebrate this.

There were a total of 129 entries in the latest award round and 64 awards will be presented at the Gala dinner. The members have continued to support the program with enthusiasm and the phenomenal growth in the number of entries, (from 50 in 2006 to 97 in 2008) attests to the fact that the value of the program is recognised.

Judging

I did have some difficulty finding judges able to give the time needed to assess the entries, and had several people turn me down before I was able to finalise the teams. I was pleased that we could continue to develop the relationship with AILA and host one Australian landscape architect as a judge,

Niall Simpson, landscape architect, from Tasmania. I was also pleased to have assistance from David Gibbs, architect and urban designer from Construkt Architects Ltd.

The teams were as follows:

Mary Buckland, Sally Peake and Hugh Lusk for the Planning category.

Renee Davies, Niall Simpson, David Gibbs and Jan Woodhouse for Design category.

Peter Kensington, Mandy McMullin and David Irwin for Student category.

By all accounts the teams worked well together and the design judges, who were on the road visiting sites for two weeks, valued the input, from David and Niall, with their different perspectives.

A final meeting of the judges took place on the 21st Feb at which time the decisions were finalised. Following this most of the entrants were notified whether or not an award had been granted, and certificates were printed and taken to be framed. Sincere apologies to those I missed; I hope that by the time you read this you have contacted me!

Considerable discussion arose over how to manage the number of entries in the design category. Ideas put forward have been to do an initial cull prior to visiting, to have regional judging and to hold the Awards annually. Once the Design judges were on the road assessing the sites it became clear to them that it was necessary to visit all sites, and the input from Niall and David supported this.

The suggestion of holding the Awards annually deserves further discussion as this may allow for sites to mature and may take some of the pressure off entrants who see two years as being too long to wait before entering.

I applaud our judges, and thank them on behalf of all the members for the time they devote supporting the Awards process. They are generous in giving their time, but while they do enjoy it they take their role seriously, spend much time deliberating, endeavoring to ensure there is a fairness and consistency in the outcomes. There are often very difficult decisions to make, and they are often all too aware that some of these decisions will be controversial.

Eligibility.

An issue arose regarding Student eligibility for entry into the Awards. The requirements for this were stated on the Call for Entry, but a few students entered from non accredited courses. This resulted in two entries being moved into different categories and two unfortunately were eliminated. This is being addressed with the proposed changes to the Constitution.

Awards Display at the Conference.

This year all entries are on display during the Conference and a rolling PowerPoint display will show all the entries on Day one and the finalists and awards allocated on the second day. This is not a new initiative but one that has not happened for a few years.

Sponsorship.

This continued to be provided by Resene and Lincoln University (for the Student awards), and we are extremely grateful for this support.

Awards Presentations.

There are 65 Awards to be presented at the Gala dinner on the 16th April and at the date of writing there are over 200 dinner tickets sold.

Awards Policy Document.

I have made a few additions to the draft Awards Guideline and Policy Document, put together by Renee Davies, which will help define some of these items. I hope this can be accepted as the official Awards Policy document.

Heidi Monks

**TREASURER'S REPORT AND PRESENTATION OF 2009 ACCOUNTS
PRESENTATION OF THE 2010 BUDGET
Grant Edge**

Reports to be separately tabled

NZILA ASSOCIATE PROCESS AND MEMBERSHIP REVIEW

JULIA WILLIAMS

1. Referendum

Following an extensive consultation with the branches, a postal referendum was sent to members in August 2009. The final vote was a vote for change, although the number of members who voted, and graduate members in particular, was relatively low. A total of 101 corporate members participated, and **83%** of those opted for a change in the Associate/Registered system.

Vote Breakdown	
Registration	CARRIED
NZILA adopt the term 'Registered NZILA Landscape Architect' as the one brand of Corporate membership. All existing corporate members be re-categorised as Registered in 2010.	83.16%
Reciprocity	
NZILA should introduce a reciprocity policy that enables a fast-track process for members of IFLA recognised overseas Landscape Architecture Institutes.	96%
Associate Process Revised	
The existing Associate examination process should be revised.	94.38%
Graduates Directory Listing	
Graduate members should be shown on the NZILA website consultant landscape architects list as 'Graduate'.	85.62%

2. Associateship Applications

A letter was emailed to all graduates late February 2010 reminding them that, provided that the Referendum results were ratified at the 2010 AGM, the existing process for Associateship would be replaced in 2012. Applications for Associateship/Registration for 2010 and 2011 would proceed along existing lines. The features of each process were outlined and graduates were reminded that they had a choice to apply for Associate membership now or wait until 2012. The Associate Handbook for 2010 was sent to all graduates together with a note urging applicants for this year to start their documentation early.

3. Reciprocity

A number of enquiries have been received about the timing and nature of the proposed reciprocity process, whereby 'full professional members' of recognised (overseas) landscape architecture institutes are encouraged to apply to be professionally recognised by the New Zealand Institute of Landscape Architects on a fast-tracked system.

It is anticipated that 2010 may see a large number of applications under the proposed reciprocity process.

4. Phase 3 Membership Review

Documentation is underway for Phase 3 of the Membership Review
Elements For Documentation Include

Part One: Registration Application Pack

Documentation for:

- Revised /clarified/extended evidence and judgement statements for practice areas ('categories of work').
- New core areas: Professionalism; Legislative Context and Office Administration.
- Graduate Sponsor/Mentor process.
- Graduate/Peer workshops
- Graduate CPD Requirements.
- Project record sheet.
- Application declaration

- Examples of Work
- Interview Process

Part Two: Documentation For NZILA Sponsors & Mentors

Part Three: Registration Applications Covering Transitional Years 2010 & 2011

Part Four: Documentation for Interview Panels

The documentation will be released after the AGM ratifies the results of the referendum so that graduates can prepare for the (potential) revised Registration process.

Julia Williams

ELEMENTS FOR DOCUMENTATION	DAYS (estimated)
PART ONE: REGISTRATION APPLICATION PACK	15.0
a) Seek feedback from those on Associate Panel Chair and members 2009, and applicants from 2008 & 2009. (Documentation revised for 2009. It would be useful see how successful the revisions were)	0.5
b) Documentation for revised/clarified/extended evidence and judgement statements for practice areas ('categories of work').	5.0
c) Documentation for New core areas: Professionalism; Legislative Context and Office Administration. Allows for consultation, feedback and revision.	5.0
d) Documentation for Applicant Sponsor/Mentor process.	1.0
e) Documentation for Graduate/Peer workshops	1.0
f) Documentation for Interview Process including sample questions.	0.5
g) Detail CPD Requirements.	0.5
h) Detail 'Examples of Work' (to replace portfolios)	1.0
i) Detail Project record sheet.	0.5
PART TWO: DOCUMENTATION FOR NZILA SPONSORS & MENTORS	3.0
<ul style="list-style-type: none"> • Objectives and policies • Work with individuals • Branch workshops 	
PART THREE: REGISTRATION APPLICATIONS COVERING THE TRANSITION YEARS 2010 & 2011	2.0
<ul style="list-style-type: none"> • Revise application pack for transitional years 2010 and 2011. 	
PART FOUR: DOCUMENTATION FOR INTERVIEW PANELS	2.0
<ul style="list-style-type: none"> • Notes for Interview Panel. 	
PART FIVE: FINAL DOCUMENTATION	0.5
<ul style="list-style-type: none"> • Present final documentation to NZILA Executive at April 2010 meeting to gain sign off from the Executive. Attend AGM to answer questions on membership review and registration process. Both meetings held in Wellington. 	
TOTAL	22.50

NZILA RECORDING OF ORAL HISTORY

Shona McCahon

Five more oral histories were recorded and documented during 2009, with copies deposited at the Alexander Turnbull Library, the Lincoln University Library in the NZILA archives as well as with the Institute. The interviewees were:

- **Barry Chalmers**, who was a foundation graduate (1975) of the Advanced Diploma in Landscape Technology at Lincoln College and was an advocate of landscape architecture through his career in local government and private consultancy, and was awarded a Certificate of Appreciation from the Institute in 2006. Sadly, Barry died last September.
- **Hedley Evans**, who was a foundation graduate (1969-1970) of the Diploma in Landscape Architecture course at Lincoln College, who subsequently worked at the NZ Electricity Department in the 1970s-80s and is now in private practice.
- **Jan Woodhouse**, who completed a Certificate in Landscape Design in 1971 and later became a landscape architect. As well as a career including the Ministry of Works and Development, tutoring at Lincoln College and working in private practice, Jan has been heavily involved in the Institute.
- **Herwi Scheltus**, completed his DipLA at Lincoln in 1978 and has worked in the public service ever since, first at the Department of Lands and Survey and then the Department of Conservation. He was involved with pioneering land rehabilitation and revegetation techniques using native plants on large-scale infrastructure projects in the Central North Island.
- **Alan Morgan**, was co-founder of the then landscape construction firm, Morgan and Pollard, and was a founding member of the New Zealand Association of Landscape Designers in 1969 (now LIANZ.) He has insights into the parallel development of the landscape industries and the landscape architecture profession.

In November, some audio extracts from the oral histories were put on the NZILA website. These related to the setting up and significance of the DipLA course, in recognition of the course's 40th anniversary. At the same time, members were asked to suggest further interviewees for the ongoing project.

The five interviews above were mainly funded under an award from the Australian Sesquicentennial Gift for Awards in Oral History, with some top-up funding from the Institute, which had been approved in 2008. Funding for a further eight interviews was approved at the 2009 AGM, but these were not started due to delays in completing the earlier ones and consulting with membership. In accordance with the resolution at the AGM, this project has been put on hold in the interim, pending general review of funds available for special project budgets.

Special thanks is extended to the interviewees, who gave their time and their memories to the project.

Shona McCahon
NZILA Oral History Project

REGISTRATION REGISTRAR'S REPORT

Rachel de Lambert

In 2009 the NZILA confirmed 86 Registered Members. This number is the highest since Registration commenced in 2001 and significantly more than the static 76-78 of the past 3 years. A pleasing result, perhaps indicative of corporate members recognising the value of Registration, the realisation that Registration is going to be compulsory as a result of the Associate Process and Membership Review and/or even client awareness and request for Registered Members as a result of the marketing of the promotional CDs as well as other market awareness of the scheme. Whatever the reason it is heartening to see an increased number of our members recognising the value of being an NZILA Registered Landscape Architect.

Eleven of the 2009 Registered Members were first timers with 3 being from the crop of new 2009 Associates. It is a little disappointing that not more of the 12 new Associates applied for Registration immediately, however this number could alter once the 2010 CPD record sheets are reviewed.

It is also disappointing that 7 of the 2008 Registered members did not re-register for 2009, one was because of maternity and others maybe because of change of employment but there appears to be no reason why some members did not re-register on a continuous annual basis.

I encourage you all to read and be familiar with the outcomes of the Associate Process and Membership Review Referendum as it goes forward at the 2010 AGM for endorsement and implementation. This is a significant step forward in the progression of Registration and I thank Julia Williams and the NZILA Executive who have undertaken the review process for the NZILA and all its members. I believe the process has been comprehensive and of great value to the membership and I look forward to being part of the team to carry forward Registration into the next phase of the project.

Rachel de Lambert
NZILA Registrar 2009

LANDSCAPE ARCHITECTS LEGISLATION REPORT
Di Lucas/Robert Watson

The working group awaits endorsement of the current NZILA Constitution revisions regarding membership categories. We will then pursue the preparation of a Bill to protect the name “landscape architect”, as previously agreed with Exec. The Constitution revisions propose refining the use of the term, which helps clarify the situation within the profession, but applies to members only. We will meet a government MP to seek initiation of the drafting of a Bill which would be submitted to Exec for endorsement and directions. The intent is to protect the status of qualified landscape architects through protection of the terms landscape architect, landscape architecture and landscape architectural.

Background:

There has been concern that landscape contractors and designers without academic or professional landscape architecture qualifications are being referred to as landscape architects. Currently anyone with or without a landscape degree can use this term. The intent is that landscape architect members of NZILA, whether Registered or Graduate, become the recognised professionals in Aotearoa New Zealand as per an act of Parliament. Only qualified members could then be called landscape architects. Currently only membership of NZILA manages the use of the term. Hence the move by the working group to achieve statutory protection as has been achieved for other professions, e.g. architects, to protect both the profession and the consumer.

The working group awaits refinement of NZILA membership categories before continuing with the process of drafting and progressing a statute.

Any member interested in assisting, please make contact with us.

Robert Watson & Di Lucas

IFLA DELEGATE'S REPORT

Alan Titchener, NZILA delegate to IFLA

1. Introduction and Acknowledgements

Scrolling through past issues of IFLA News and IFLA Newsbrief it's hard not to be impressed by the huge amount of effort that goes into IFLA worldwide – organising conferences, promoting and raising the profile of the profession, running design competitions, encouraging involvement in the profession, identifying, protecting and enhancing cultural landscapes and so on.

The vision of those forward-looking people who established IFLA in 1948 of a global organisation promoting the interests of landscape and landscape architects is being realised.

The commitment and dedication of the people who are active in IFLA is to be admired, none more so than our own Dr Diane Menzies who, as President of IFLA, leads from the front and sets the standard for others to aspire to. Diane's four year stint as IFLA President ends at the end of the World Congress in China in May. She will be leaving the organisation in exceptionally good heart.

The input of Melanie Whittaker in assisting Diane through the preparation of power point presentations and in other ways is also gratefully acknowledged.

2. Significant Events in 2009

For the purposes of this report to NZILA AGM 2010, a by no means exhaustive list of significant events and progress which occurred in 2009 is recorded as follows:

- the regular publication of IFLA News and IFLA Newsbrief which keep landscape architects around the world informed about current activities and up-coming events – the input of John Clemens, who has edited IFLA News for the past four years is greatly appreciated;
- the convening of numerous conferences and symposia – notably (as far as NZILA is concerned) the Asia Pacific Region conference in Songdo, Korea in September, and the 46th IFLA World Congress held in Rio de Janeiro, Brazil in October (featuring a keynote address delivered by NZILA President, Dennis Scott);
- the announcement of the recipient of the Sir Geoffrey Jellicoe Medal to Professor Bernard Lassus of France;
- further refinement of the IFLA Education Charter led by Professor Jim Taylor from Canada;
- a review of the IFLA Constitution and Bylaws led by Darwina Neal, Vice President of the Americas region;
- further development and implementation of the Africa Programme aimed at assisting and encouraging the establishment of the profession in Africa;
- establishment of a Climate Change Task Force (linked with AILA initiatives in this area);
- the development of a Landscape Architects Without Borders framework for application in some of the more underdeveloped or disadvantaged parts of the world;
- continuation of various international committees focusing on Education, IFLA Competitions, Conferences, Innovations, International Liaison with related international professional entities, an Educational Opportunities database, the Central American and Caribbean group, the Cultural Landscapes Committee and the Historic Urban Landscape group that is connected with ICOMOS;
- resolutions passed in support of National Associations' efforts to protect Burle Marx's classic Parque del Este in Venezuela and Rights to Landscape;

- support for landscape educators in the form of a resolutions concerning landscape education in Brazil and the staffing of landscape education courses in accordance with the specific requirements of landscape architecture and landscape planning;
- agreement to undertake the drawing up of a Global Landscape Convention based on the European landscape Convention;
- the signing of a Memorandum of Understanding between IFLA and the World Federation of Engineering Organisations has enabled IFLA to join the WFEO delegation in New York and send two people to the UN Commission on Sustainable Development who will meet in May 2010 focusing on Africa;
- an up-dated strategy for Promotion of the Profession, led by Desiree Martinez of Mexico, (currently Secretary for the Americas region);
- the announcement of the winners of the IFLA Student Design Awards (the top three places being taken by students from China);
- a Landscape Education Symposium held in the Americas, with a similar event planned for the Asia Pacific Region this year in Malaysia;
- the admission of three new Associations, from Paraguay, Ecuador and Central America and the Caribbean;
- at APR level the staging of the 6th Asia Pacific Region Landscape Awards with the winning entry being from a Chinese consortium;
- elections of IFLA Secretary General and IFLA Regional secretaries;
- elections of IFLA President and Treasurer and Regional Vice-Presidents and Treasurers;
- and much more.

3. Future Events

2010 looks set to involve more of the same with:

- April – World Landscape Architecture Month – including the NZILA’s Power of Landscape Conference in Wellington;
- IFLA will have a delegation of 5 at the World Urban Forum including the UN Habitat Professionals Forum in Rio in March, 2010;
- an IFLA representative will attend the UNESCO NGO’s meeting in March 2010 (an IFLA representative also attends meetings of the World Heritage Committee) – further examples of the way IFLA is participating in a growing number of international activities which provide opportunities to make an input into international action and communicate the role and contribution which the profession can make;
- on-going work with international partners which is particularly beneficial in providing opportunities, such as working with ICOMOS on rehabilitation in Haiti;
- the 47th IFLA World Congress in Suzhou, China in May (a sponsorship offer to encourage the attendance of young landscape architects at IFLA Congresses through a design symposium is proposed – assuming this gets approved in Suzhou it is hoped that a firm in New Zealand would sponsor a young (under 35) landscape architect to go to the IFLA World Congress in Zurich next year);
- the Americas regional conference to be held in Santiago, Chile in September;
- the APR Landscape education Symposium in Malaysia in October;

- plus on-going effort in many of the areas referred to in this year's progress.

4. Activity as NZILA Delegate

Input has been provided as follows:

- regular reports to NZILA Executive Committee and to the membership through *Insite*
- participation in World Level and APR elections;
- attendance at APR conference and IFLA World Council meeting and conference;
- member of the jury for the APR Landscape Architecture Awards;
- input into the review of the APR Awards;
- member of the IFLA Constitution and Bylaws review task force;
- member of the Promotion of the Profession task force;
- prepared report for IFLA News (with assistance from Melanie Whittaker);
- support for NZILA President Dennis Scott as keynote speaker to Brazil World Congress.

5. Obituary Note

The passing of IFLA Past President Theodore Osmundson is noted with regret. Mr Osmundson was President of IFLA from 1990 – 1992.

Alan Titchener
NZILA IFLA Delegate

NZILA EDUCATION FOUNDATION
Frank Boffa, Diane Menzies, Jan Woodhouse

Financial Position

As at December 31, 2009 the Education Foundations financial position was as follows –

WestPac Term Deposit		\$75,042.77
WestPac Checking Account	-	\$06,308.65
Total	-	\$81,351.42

The term deposit which is receiving 4.6% interest matures on 25 June 2010 with a net interest of \$1,683.43 due on that date.

Other than interest, money received in the 2009 year were 2 grants from the NZILA for \$3,639.31

Activities

The main activity for the Education Foundation has been the LPI (Landscape Planning Initiative) which has consumed a great deal of time. Frank Boffa will update members at the AGM on the LPI and where it is heading.

Two documents from the LPI, namely the Landscape Assessment and Sustainable Management Practice Note (March 2010) and the Visual Simulation Technical Note (August 2009) – both of which have been approved in principle by the NZILA Executive Committee – will be circulated to all members and hopefully will be endorsed at the Wellington AGM

2010 Activity

Given the work that has been involved with the LPI and the ongoing work needed to complete the initial task, it is unlikely that the Foundation will be supporting an Education Foundation Scholar visit this year. We will, however, be seeking a suitable candidate for the 2011 year.

NZILA Education Foundation Trustees
Frank Boffa
Diane Menzies
Jan Woodhouse.

NZILA LANDSCAPE CHARTER
Convened by Mike Barthelmeh

See separate attachment:

The Aoteroa/New Zealand Landscape Charter
(draft for review and discussion by NZILA members: March 2010)

HIGH COUNTRY LANDSCAPE GROUP
Anne Steven/Di Lucas

The high country of the South Island has been at the forefront of nationally significant land and resource management issues over the last 12 months with pressure from various directions. This is largely due to a drive for economic development particularly irrigated development – the high country is seen as an under-utilised resource ripe for exploitation with little regard for its unique and much cherished landscape values.

Pressures include:

- Damming for hydro and irrigation – the Hurunui River, the Nevis valley
- Wilding pine spread is increasing exponentially; other pest species are moving out of their control ranges eg thar, wallaby, pigs
- Remaining pastoral lease land is now vulnerable to privatisation with very uncertain outcomes for significant landscape values
- Conservation lands are being eyed up for resumption of tall tussockland grazing
- The threat of widespread irrigated development including large scale dairying in the Mackenzie on some of our last undeveloped dryland ecosystems
- Mining of national park land eg Mt Aspiring, also Manuherikia lignite

These issues are more than the small HCLG can take on but evidence was given by Di and Anne for the Mackenzie Guardians at the water take consent hearing; and Anne has continued to monitor tenure review policy and outcomes. Assistance is given to Forest and Bird advocacy efforts to protect our high country landscapes.

We will continue to do what we can to make sure high country landscape values are recognised and protected.

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

CULTURAL HERITAGE LANDSCAPE GROUP

Report not tabled

**DRAFT MINUTES OF NZILA'S 37th ANNUAL GENERAL MEETING
HELD AT CROWNE PLAZA, BEACH ROAD, QUEENSTOWN
THURSDAY 2 APRIL 2009**

Meeting opened 2.09 pm

WELCOME

Renee Davies, President welcomed everyone to the meeting.

A brief moment of silence to remember those who had passed away this year was observed.

Robin Gay (Life Member) passed away 22 December 2008
Geoff Park (Honorary Fellow) passed away 17 March 2009
Mitchell Walker (Student Member) passed away 23 January 2009 (as a result of an accident)

1. ATTENDANCE AND APOLOGIES

1.1 Present

Renee Davies (Chair), Grant Edge, Brad Coombs, Chris Bentley, Sue Dick, Mike Farrow, Will Thresher, Jennifer Dray, Robin Rawson, Sally Peake, Julia Williams, Heidi Monks, Rory Langbridge, Michael Steven, Anne Steven, Rachel de Lambert, Dennis Scott, Hannah Lewthwaite, Martha Dravitzki, John Brenkley, Tori Stableford, Kevin Gillespie, Joby Barham, Bruce McKenzie, Helen Mellsop, Ross Jackson, Shannon Bray, Ralf Kruger, Di Lucas, Antony Rewcastle, Don Barham, Linda Kerkmeester, Tim Lander, Ross Jackson, Melean Absolum (apologies for lateness not present for voting), Melanie Whittaker (minute taker)

1.2 Apologies

Rebecca Ryder, Stephen Dunn, Cheryl Robilliard, Peter Kensington, John Goodwin, Sarah Collins, Neil Aitken, Helen Preston-Jones, Ines Stager, Diane Menzies, Alan Titchener, Nick Beveridge, Sue Roff, Simon Swaffield, Mary Monzingo, Jocelyn Mahoney, Wade Robertson, Catherine Hamilton, Chris Fourie, Jeff Myles, Joanna Soanes, Boyden Evans, Frank Boffa, Mike Barthelmeh, Don Miskell, Peter Whiting, Alan Cutler, Gavin Lister, David Irwin, Marion Read, Jenny Moore, Louise Bailey, Stephen Drakeford, Neil Challenger, Shona McCahon,

2. RECEIPT OF PROXY VOTES

Proxy votes were received from:

	<u>In favour of</u>	
Rebecca Ryder		Rachel de Lambert (or Chris Bentley)
Stephen Dunn		Ross Jackson
Cheryl Robilliard		Marion Read (or Lyn Bishop)
Peter Kensington		Rachel de Lambert (or Renee Davies)
John Goodwin		Rachel de Lambert (or Chris Bentley)
Sarah Collins		Rachel de Lambert
Boyden Evans		Rachel de Lambert
Frank Boffa		Rachel de Lambert
Alan Titchener		Shannon Bray
Mike Barthelmeh		Brad Coombs
Ines Stager		Di Lucas
Clair Findlay		Di Lucas

3. MINUTES OF THE 2008 ANNUAL GENERAL MEETING

IT WAS MOVED (Mike Farrow/Grant Edge) and Carried:

THAT the Minutes of the 2008 Annual General Meeting held in Auckland on 3 April 2008 be accepted as a true and accurate record.

4. MATTERS ARISING FROM MINUTES

Grant Edge (Treasurer) advised that in accordance with the directive passed at the 2008 AGM he made enquiries about the costing and services of comparative auditor and accountant. A letter from Staples Rodway outlining an estimation of their fees was tabled to the meeting. See also Treasurer's report.

5. PRESENTATION OF THE 2008 ANNUAL REPORT

The NZILA's 2008 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 and Branch AGM minutes and financial statements.

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

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

Renee thanked her Executive Committee and advised that as she has completed her two terms as President it is time to stand down. Many things have been completed, some ongoing tasks for new exec being carried forward. She advised sound processes have been left to enable continuation of projects and procedures.

2008 achievements were summarised as being:

- Graduate information pack
- Credit card facility for membership subscription payment
- IFLA delegate policy document
- Subcommittee and Job description documentation
- Web forum – both members and public area
- Support for the oral history of NZILA
- Winning bid for 2013 World Congress (NZILA & AILA)
- Inaugural member support with Planning Institute for Urban Design Forum
- Increase in requests for member representation on expert panels
- Combined conference & increased communication with AILA
- MOU with AGM Publishing drafted, negotiated and signed
- Re-launch of professional journal as Landscape Architecture New Zealand

Discussion ensued from the floor:

The meeting was advised that the editorship of Landscape Architecture Magazine (the amalgamation of the old Urbis Landscapes and Landscape New Zealand magazines) saw the redundancy of Shonagh Lindsay's editorship after the first issue of LANZ magazine. The editor of Proscape magazine now taking over the editorship of LANZ mag. Concern was expressed that the Institute had finally reached the milestone of a dedicated journal that represented landscape

architecture in NZ that by not having an editor conversant with LA issues the content and publication would suffer accordingly.

The question was posed: What can be done to ensure the publication doesn't slide down? The meeting was advised that at the relaunch AGM made the commitment of a "full time" editor.

AGM advised that the restructuring was due to the severe restrictions in the publishing market. Each editor has 2 magazines they are responsible for. AGM still committed to LANZ and the outcome NZILA had with past magazines. Up to us to monitor and make sure the quality is achieved – it is in the MOU what is the NZILA responsibilities. Shonagh Lindsay is now freelance, AGM committing resources in photography and editor and have assured the Institute that the mag will be produced to the same quality. The next 2 issues is what Shonagh has put together. Clauses in MOU to refer back to if necessary.

AGM will be able to provide information of sales of the magazine and in a month AGM will send Dennis the statistics on the first issue. Next issue needs to be more friendly to the general consumer to facilitate sales.

The general consensus was that everyone liked the magazine.

5.2 HONORARY SECRETARY, BRANCH LIAISON; LIAISON WITH PROFESSIONAL BODIES

Jennifer Dray report tabled, taken as read and summarised:

- Oral History Project to commemorate NZILA's 40th Anniversary in 2013 is being undertaken by Shona McCahon, the outcome of which will result in a valuable archival material for the Institute
- Thank you to all branch committees for their dedication and energy. A big thank you in particular to the Southern Branch for hosting the 2009 Workshop here in Queenstown.
- Branch committees encouraged to explore ways of engaging their student members.
- A busy year for branches with the membership review. Phase 2 of the review to involve more consultation with members in 2009 followed by a referendum process.

5.3 MARKETING & PROMOTION; STUDENT AFFAIRS **Mike Farrow** report tabled, taken as read and summarised:

Student Affairs

- 2008 Student final year displays a great success. Exec attends Lincoln "Watch This Space"
- 29 new student members for 2009 already.
- Many returning for postgraduate study in current economic conditions.
- NZILA presentations to each institutions to commence the year.
- Potential for greater student involvement in branch events – aim to hold a minimum of one branch gathering in each of the universities.
- Limited engagement with the student forum on the website – looking for new ways to promote this facility (and forum generally).
- Student support pack almost there!
- Membership review will have implications for student members, so keen to see active involvement in that process.

Communication

- New portfolio name bedding in.
- Launch of new Landscape Architecture New Zealand a great profile for the profession and something of a "coming of age".
- *Insite* continues to build in volume and depth – an invaluable asset for our communication within the Institute. Much of the credit to the editor.

- Media releases have slipped during 2008 – need to achieve better feedback from membership to pick up on regional matters and key debates. Please communicate thru exec any issues coming up thru regions. These leads could lead to a press release for the Assoc
- Promotion pack now ready to launch –interactive CD and 250 stands.
- New generic advert for magazine and media placement

A preview of the new promotional CD was played for members, noting a dedicated link thru to Registered Members list. The meeting was asked that if anyone has contacts for outlets for the CD, 2000 CDs are being produced, and a procedure is needed for their distribution.

5.4 ASSOCIATESHIP; ENVIRONMENT AND LEGISLATION Brad Coombs report tabled, taken as read and summarised:

Associateship

- Very Busy Year with 18 Associateship Applications
- We welcome 11 New Associate Members to the Institute
- A big thank you to all of the members of the Associateship Panel and to those applicants this year, who have prepared applications during an uncertain time (due to the Membership Review and its outcomes as yet unknown).
- The Associateship and Membership review is progressing well. Separate report from Julia Williams.

Environment and Environmental Legislation

- It has been a very busy year for submissions, with NPS review and submission processes underway for Renewable Energy Generation, Urban Design, Fresh Water Management and the New Zealand Coastal Policy Statement. Although due to limited resources the Institute was not able to submit on any of the above.
- The Resource Management (Simplify and Streamline) Amendment Bill 2009. The Institute is making a submission on this Amendment. Thanks to valuable feedback received from Ruru Group, EDS and other contributors
- The function of making submissions has outgrown the time available to this portfolio in a voluntary role.
- The NZILA Landscape Charter is being developed by Mike Barthelmeh as part of a research placement.

The Aoteroa/New Zealand Landscape Charter

The meeting agreed to reorder the Agenda allowing for Item #19 “The Aoteroa/New Zealand Landscape Charter Report” presentation to be brought forward.

It was noted that a Draft of the Landscape Charter was contained within the Annual Report and had been precirculated to the members prior to the meeting.

Brad spoke to a summary prepared by Mike Barthelmeh which noted that the Charter is a significant initiative by the NZILA. The draft Charter comprises 3 sections:

- A Preamble
- The Context, and Definitions
- The Charter itself

Brad summarised a contribution by Diane Menzies (IFLA President) (in absentia) that she believes the NZILA Charter will become a global ‘blueprint’. Further, that IFLA seeks to promote the development of landscape policy, by encouraging the adoption of National Landscape Charters.

Brad advised that the next step is to seek the support of the range of stakeholders, MfE, Federated Farmers etc (once members agree on it).

Discussion ensued:

- A brief history to the point where we are with the Charter was relayed.
- Document needs to be reviewed carefully and have members input before going to stakeholders until it has members acceptance. Need therefore to build in review period.
- Each branch to have workshop session on it, then perhaps consensus at branch level will ease workload on editing committee.
- Could be synergies with Education Foundation's Landscape Planning Initiative.

Needs to be made clear how this Charter is to be used? This is quite important. How are members going to be bound by it? If members are bound by it then important members are made aware of this. It need to be clear that any member of the Institute is bound by it once it has been accepted by the Institute. It will become part of the environment policy. Becoming a signatory to it is relevant to other organisations.

Recap of discussion:

- Period of time to go to membership
- Description of where we've been, how come to this and how it is to be used
- Internal consultation before going to stakeholders for adoption
- Adoption by members. To be adopted at a AGM so it becomes part of the constitution and binding by members.
- Go to stakeholders at the end? If not then informally beforehand, not that they have any influence on it.

IT WAS MOVED (Renee Davies/B Coombs) and Carried:

THAT the draft Charter be distributed to all members for comment and feedback.

THAT a review group then be established to workshop recommendations from that member feedback for amendments to the charter. After which, the proposed charter is distributed to key stakeholders (ie: MFE) and consultation undertaken with those stakeholders. After key stakeholder feedback and any minor modifications to the charter as agreed by the review group, the proposed charter is then distributed to all members for adoption by referendum.

Review Group Members: Brad to establish Review Group and ask when Charter is sent out for feedback who would like to be part of the Review Group. Rachel de Lambert and Di Lucas advised they would like to be part of the Review Group.

Action: Brad

Brad advised the meeting that it is important to acknowledge the work Mike Barthelmeh has done as he has given the Charter traction. Mike was sincerely thanked by the meeting for his work in progressing this project.

Brad commented that this is another situation where the Institute should be able to reward the contributor for work undertaken.

It was agreed that the Executive is to formally write and thank Mike on behalf of the membership.

Action: Melanie

5.5 EDUCATION; CPD; CONFERENCE/WORKSHOP LIAISON Sue Dick report tabled, taken as read and summarised:

Conference/Workshop Liaison

Thanks go to Ben Espie and his team of organisers for bringing together this substantial workshop/conference programme with a distinctive South Island and high country focus.

- A feature of this Conference, and I believe a first for NZILA, is the Poster display initiative.
- In keeping with the two-yearly cycle for our Conferences, the 2010 Conference will be held at Wellington 15-17 April next year and will be in conjunction with the bi-annual NZILA Pride of Place Awards event. Ross Jackson, on behalf of the Wellington members, advised a theme will be finalised shortly.

Education & Continuing Professional Development

- The Education portfolio works in tandem with the Accreditation Portfolio. Liaison has taken place with the tertiary education providers on an 'as needed' basis. Proposed changes to courses in a number of institutions, liaison over this over next few years and via the Accreditation portfolio.
- Credit and thanks are owed to Branch members who dedicate time to organising local Branch CPD events.
- On cusp of big changes for CPD, which would arise from the implementation of the Membership Review. Likely to be a cohesive section of workshops.
- Exec keen to hear back from branch regarding resources and management issues implementation of this may pose.
- Liaison has taken place with other professional bodies regarding the possibility of future combined CPD.
- NZILA CPD events will continue to be channeled principally at Branch level. However the new process for Associateship will involve a greater level of national co-ordination & direction for Branches with new requirements for mentoring, workshops and coordinated events for graduates.
- Executive is keen to hear about resourcing issues that may face smaller branches if the new Associateship processes for graduates get approved.

Conference/Workshop Tentative Schedule

2010	Wellington
2011	Northland
2012	Christchurch
2013	IFLA/NZILA/AILA Auckland

5.6 ACCREDITATION; CIC/URBAN DESIGN Chris Bentley report tabled, taken as read and summarised:

Accreditation

Chris thanked the Accreditation Panel on behalf of the membership
Frank Boffa, Diane Menzies and Glenn Thomas

He advised Glenn Thomas is retiring. There is necessity to plan for Accreditation Panel succession. The portfolio crosses into the Education portfolio. A recognition and understanding of Maori issues is important within course material.

NZILA Accreditation Policy needs to link with IFLA policy and tie in with what AILA is doing (AILA have recently implemented a membership review. NZILA & AILA have full reciprocity).

Grey area for students taking on courses that are not accredited. AILA and NZILA talking about putting combined courses on their webpages. Link thru to AILA and vice versa to minimise any misunderstanding.

Next round of accreditation reviews commence this year.

2009 – Victoria University

2010 – Unitec New Zealand
2011 – Lincoln University

Urban Design

- NZILA joint with NZPI to support Urban Design Forum
- NZILA members can join UDF
- Members making valuable contributions to Urban Design Panels
- Represented NZILA at MfE NZ Urban Design Protocol signatories symposium
- Will look at making a submission if National Policy Statement on urban design eventuates.

5.7 GRADUATE AFFAIRS; DOCUMENTATION PRACTICE SUPPORT Will Thresher report tabled, taken as read and summarised:

Documentation Practice Support

- Appointment of Sally Peake to prepare drafts of documentation has advanced this project significantly.
- The Working Group, Peter Rough, Wayne Rimmer, Grant Edge and myself convened and progressed the documentation.
- working group to convene and review latest draft. Has been formatted so changes should be minor
- Pending final sign off by the working group draft documentation for members and usage protocols will be posted on the NZILA website

Graduate affairs

- a large group of G5 and impediment to move to Associateship is being considered within the Membership Review
- The Graduate Information Booklet was produced during the year and a copy sent to each of our Graduate Members and will be available to graduating students

6. PRESENTATION OF THE ANNUAL ACCOUNTS – Grant Edge, Treasurer

Grant Edge, on behalf of the Executive Committee, presented the Treasurer's Report and Annual Accounts for 2008.

The Financial Report is divided into 3 parts.

1. The Treasurer, Grant Edge's report;
2. Accountant's report;
3. 2009 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 2008 accounts**.

Financial Goal regarding term Investment – Grant referred to page 14 of Treasurer's report

It was agreed at the 2008 AGM an ideal minimum figure to retain in reserves is \$100,000. Any surplus over and above this can be used for special projects.

The Executive re-invested the Term Deposit at a lower Interest rate in November 2008 to achieve an 5.5% interest rate.

By end December 2009 this will have generated about \$7,000.00 interest which will take our Investment account to over \$150,000.00.

Arrears of membership significantly down, due to slight change of way arrears are administered.

Conference and Awards Accounts - Grant referred to page 22 of the Annual Accounts

2008 SHIFT Conference and NZILA Resene Pride of Place Awards

Conference Awards Surplus 2008 \$18,545.00

As a result of the above surplus the Executive agreed at its Executive Meeting today to the following: ***It was moved*** (Grant Edge/Chris Bentley) and Carried:

THAT 15% of the above profit (**\$2,781.75**) be returned **to the organising Branch** with thanks from Executive for a job well done. That this money may be used by the Branch at their discretion.

THAT 10% of the above profit (**\$1,854.50**) be **donated to the NZILA Education Foundation Trust**.

THAT the remaining \$13,908.75 be transferred from the Conference Account to one the NZILA's other savings accounts.

THAT the recommendation be accepted and Grant prepare letters and cheques for the Auckland Branch and Education Foundation. Thanks to the Auckland Conference & Awards Committee for such a successful outcome.

Grant referred to page 18 Item J of his report. Expenses next to CPD/Assoc Review/ and Associateship a result of coding Julia's invoices for the Membership Review paid for via Operational Account instead of term deposit for special projects. This therefore retained the special project money in full. Grant explained that in cashmanager it can be identified via the audit trail.

IT WAS MOVED (Grant Edge/Robin Rawson) and Carried:

THAT the Draft Annual Report 2008 be accepted.

THAT the Treasurer's Comments be Received and Actioned

The Accountants report will now go to auditor for review

Questions were taken from the floor.

- Grant spoke to the increase of half the CPI for 2009 subs - at the time the 2009 subs were set the CPI was 5% so a concession was made to set the subs at a lower level than this.
- Members suffering hardship should apply for hardship or staggered payments.
- Treasurers report and annual report produced as quickly as possible. Financial information goes to accountant mid-late February and then comes back for review.

- Branch levy CPI increase – branches have not had increase for many years from the \$20 subs rebate. One view keep branch levy stable then build up main coffer for special projects. Depends what branches do with their levies. **Resolution:** Forward query to Incoming Treasurer and Executive to pick up at their meeting to become policy perhaps link branch levy to CPI also.

7. PRESENTATION OF BUDGET FOR 2008 – Grant Edge, Treasurer

Grant spoke to the 2009 operational budget

In setting the budget for 2009 he explained that the Institute was a bit more cautious in our income projections than last year. The world recession will cause problems for members and we are already fielding more requests than usual for hardship or staggered payment options.

As a result we have reduced the CPI level to 3.5% rather than 5.5+%. This still results in an increase in projected income of \$6000 over last year.

NZILA Office bearer insurance has been taken out at a cost of \$2350

HCLG had a quiet year with the government not doing much and so did not utilise their budgeted \$1500, Di Lucas advised the Group wishes this to be reinstated as its dropped to \$500. The government is coming out with something soon that will need HCLG involvement. Grant advised to leave the budget at \$500 as the Exec has discretion to spend outside this, therefore does not need to alter the budget.

IT WAS MOVED (Grant Edge/Anne Steven) and Carried:

THAT the 2009 Budget be approved by the membership (page 28 financial report)

Grant presented the **Special Projects for 2009** to the meeting (page 29 financial report)

The following projects have been earmarked for action by the Executive

Project	Estimate	Expenditure to Date (2008)	2009
Development of Landscape Charter	2500		2500
Practice Documentation	10000	3000	3000
Legal Review for Disciplinary Committee	15000		
Associateship/Membership Review	50000	16000	23000
Oral History Recordings	18400	2500	15900
IFLA Conference 2013	15000		5000
Promotional CD for Registered members	3000		
Research Officer	3000	3000	
Media Invite to Conferences Reg. & Dinner	500pa		500
AILA Delegate	2500pa	2500	2500
IFLA Delegate	4000pa		4000
Landscape Assessment	3000		
Budget Estimates	126,900	27000	56,400

Discussion ensued:

- Approximate Value of Executive 'Special' project ideas' \$126,900.
- AGM Endorsement is sought for action for the 2009 financial year.
- Clarification of the Research Officer \$3000 – to provide the Institute with coordination and well written submissions, other organisations have a research officer position. Incoming Exec's role to work out policy regarding the engagement of someone for this role and how to go about calling for registrations of interest.
- The 2 major projects to fund are the Associate Process and Membership Review and Oral History. These recommendations to be put to the membership later in the meeting.

The meeting was reminded of the 2007(08) **AGM Resolution regarding the Special projects**

THAT the membership endorse the proposed special project programme for the 2008 financial year of

- *Completion of the Landscape charter*
- *Completion of Stage 1 and progress the remaining Practice Support Documentation*
- *Completion of consultant report including proposed actions for Associateship and Membership Review*

To the value of \$45000

THAT the Executive draws the budget for these projects only from the surplus funds over and above the \$100000 on term deposit. (AGM.04.2008)

IT WAS MOVED (Grant Edge/Dennis Scott) and Carried:

THAT the membership endorse the proposed special project programme for the 2009 financial year as outlined above; and

THAT the Executive draws the budget for these projects only from the surplus funds over and above the \$100,000 on term deposit.

8. APPOINTMENT OF ACCOUNTANT AND AUDITORS

IT WAS MOVED (Grant Edge/Rachel de Lambert) and Carried:

THAT Iles and Campbell be retained as the Institute's Accountants and Steve Jacobs & Associates as Auditors for a further term.

Grant had previously advised the meeting that costing and services of comparative auditor and accountant were obtained with Staples Rodway's estimation of their fees being similar to what the Institute is currently paying.

Constitutional Amendment 2009 (page 34 financial report)

SEE 15. REMITS

9. NZILA Associate Process and Membership Review – Julia Williams, Convenor

It was noted that a letter and summary together with the full report on the Associate Process and Membership Review was precirculated with the Annual Report to members prior to the meeting.

Renee introduced Julia Williams, Convenor of Associate Process and Membership Review.

Julia spoke to her tabled report.

She encouraged members to read the document and absorb the process that is being recommended.

Julia briefly summarised the recommendations:

- Graduates are assigned sponsors and complete project record sheets over a 90 week minimum period
- 'Associate' is dropped and NZILA adopt the term 'Registered Landscape Architect' as the one brand of corporate membership
- Registration is by completing the required number of CPD points
- A new membership category 'Non-Active Member' should be introduced for a corporate member who is not Registered.
- Members will be listed on the Consultant Landscape Architects list as either Registered or Graduate.

Discussion ensued.

Financial implications and revised fee structure yet to be visited.

Various questions raised centred around what benefits for membership fees. The response felt any such feelings generally came from a member's lack of engagement with the Institute.

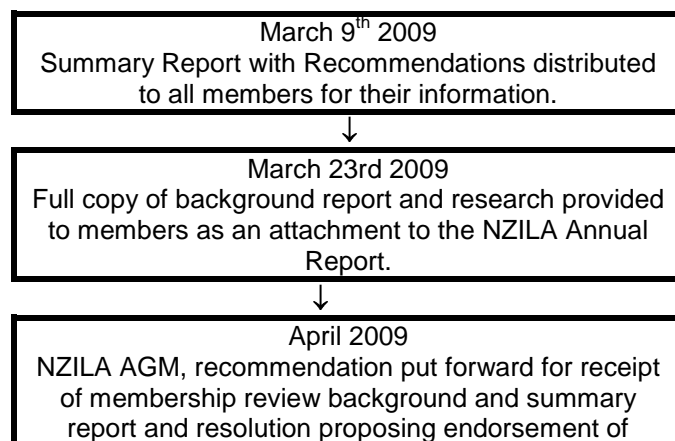
Julia quoted Simon Swaffield.¹

Landscape architecture will only survive as a profession over the next 100 years if it can retain a significant degree of shared purpose and experience amongst its members

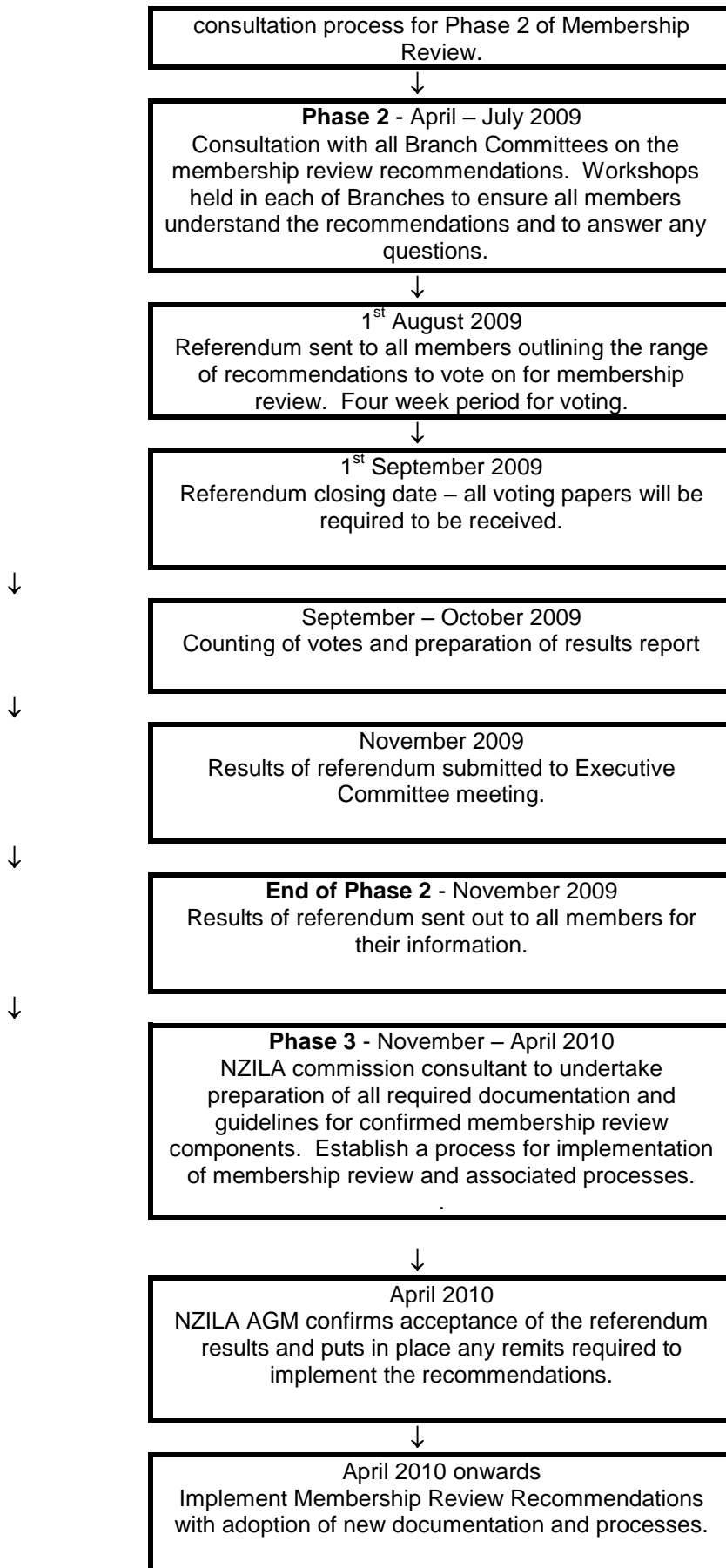
Julia then gave a brief rundown of Phase 2 and Phase 3 of the Review.

Renee Davies read to the meeting the Phase 2 procedure – proposing this as the way forward in the consultation process.

Membership Review – Proposed Consultation Process for Phase 2 and 3 of Membership Review (page 22 Annual Report)



¹ Simon Swaffield. Social change and the Profession of Landscape Architecture in the Twenty-First Century. Pub Landscape Journal 2002



As there were no further comments or questions from the floor the meeting confirmed it was comfortable with the tabled Review and was then asked to endorse the proposed Phase 2 of the Consultation in order for the Review to continue.

IT WAS MOVED (Renee Davies/Mike Steven) and Carried (unanimous):

THAT the NZILA Membership agree to the proposed consultation process outlined for Phase 2 and Phase 3 of the Membership Review as outlined in the report.

THAT the Executive Committee be given authority to progress with Phase 2 and 3 of the Membership Review.

THAT the NZILA membership agree to undertake Phase 2 of the Associateship Process and Membership Review at a cost to the Institute of \$18,000.00 plus GST and disbursements. Disbursements to total a maximum of \$5000.00 unless otherwise agreed by the NZILA Executive.

The meeting congratulated Julia and the Executive, noting the Review's recommendations are appropriate and it is time for big decisions.

10. NZILA Recording of Oral History – Shona McCahon

Jennifer Dray (Honorary Secretary) spoke to Shona McCahon's tabled report which was noted as having been precirculated with the Annual Report.

- Two of the proposed interviewees have already been interviewed, therefore alternatives will be found.
- 5 more people to interview before end June 2009.
- With additional funding able to interview a further 8 people.
- Shona has put together criteria of how these people are to be selected.

Options were tabled to the meeting (see page 25 Annual Report)

Rachel de Lambert spoke to the tabled options.

- It is important for the Institute to have a record as it is now at an age when it needs to start recording its history.
- It would be helpful to provide Shona with some feedback who the interviewees could be. Look outside the Institute who were fundamental in its formation.
- If not fully funded now then will need to be done at some time, most sensible and expedient to do now.

IT WAS MOVED (Jennifer Dray/Rachel de Lambert) and Carried:

THAT the NZILA membership accept option (a) of the recommendations with a view to expanding the project into a possible publication or presentation to commemorate the 40th anniversary of the NZILA

- (a) Eight interviews with full documentation and abstracts including digital format on CD and bound hard copy with brief biographical information and abstracts at a cost to the Institute of \$15,900.00 plus GST to be funded from the Special Projects allowance.

11. WORKSHOP/AGM 2009 and CONFERENCE/AGM IN 2010

The Southern Branch were thanked for hosting "The Big Picture" Workshop commencing with a cocktail function tonight with guest speakers Grahame Sydney and Brian Turner, a much

anticipated event. Members were looking forward to a stimulating workshop programme with various field trips to attend and later analyse during workshop sessions. Many thanks to our hosts for bringing the Institute this workshop occasion.

Conference/Workshop Tentative Schedule

2010 Wellington
 2011 Northland
 2012 Christchurch
 2013 IFLA World Congress hosted by NZILA/AILA Auckland

12. LEGISLATION

Nothing to report.

13. REGISTRATION - Rachel de Lambert (Registrar) report tabled, taken as read and summarised:

- 78 Registered members in 2008 up from 75 in 2007
- 5 of 11 new Associates went straight to Registration
- Issues with recording of activities accurately remain
- Generally most people well exceed the 15 point requirement, many into the 100's
- Associate Process and Membership Review undertaken by Review Committee is commended
- Registration programme is in its 8th year and review is necessary
- Registration is becoming recognised as the NZILA's professional standard and it is important that it is robust.

It was requested that all branches advertise the value of CPD points when promoting their branch events. If unsure check with Melanie Whittaker (Exec Officer). The Institute is also communicating with allied organisations in an endeavour to note NZILA CPD points on their events if relevant.

14. RECOGNITION OF AWARDS

Congratulations were extended to the following recipients:

14.1 Fellow Membership Awards

Ralf Kruger to be presented at the Conference Dinner, 5 April 2009

14.2 Associateship

Antony Rewcastle
 Jocelyn Mahoney
 Shannon Bray
 Victoria Stableford
 Wade Robertson
 Catherine Hamilton
 Keren Neal
 Cheryl Robilliard
 Chris Fourie
 Jeff Myles
 Joanna Soanes
 Daniel Julian (via reciprocity with AILA)

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

14.3 Student Tertiary Awards

The **NZILA End of Year Student Awards** acknowledge excellence by awarding the top graduating student from each of the NZILA's accredited tertiary institutes an NZILA Annual Award which consists of a certificate, monetary prize and one year's graduate membership.

2008 Recipients

1. NZILA / Robin Gay Award – - Lincoln University final year student
Kevin Dwyer
2. NZILA / Frank Boffa Award – - Unitec NZ final year student
Elisabeth Clarke
3. NZILA / Dr Diane Menzies Award – Victoria University final year student
Jamie Roberts

15. REMITS

Constitutional Amendment 2009 (see page 34 financial report)

The Accountant advises that a clause needs to be inserted into the Constitution so that the Institute can issue an "official" letter confirming the tax exemption status. As a result of IRD systems the Institute currently does hold a tax exempt status, so nothing will change, but because the clause is not contained in the rules they actually can't officially confirm it. By submitting the amended rules then advising IRD the formal part of the process is complete and can't be altered.

Accordingly Five Corporate members present at the meeting Sally Peake, Grant Edge, Dennis Scott, Rachel de Lambert and Julia Williams tabled the recommendation as follows, proposed by Iles and Campbell, the Institute's accountants as a remit to alter the Constitution:

IT WAS MOVED (Sally Peake, Grant Edge, Dennis Scott, Rachel de Lambert and Julia Williams) and **Carried**

THAT following a review by the Institute's solicitor, that a clause similar to the following be inserted into the most appropriate section of the Constitution.

IT WAS MOVED (Grant Edge/Mike Farrow) and **Carried**:

THAT no addition to or alteration or recession of the rules shall be approved if it affects the non-profit aims, personal benefit clause or winding up clause (without the approval of Inland Revenue).

Action: Melanie/Grant
alter Constitution inserting new clause and file with the Companies Office

16. EDUCATION FOUNDATION – Frank Boffa, Diane Menzies, Jan Woodhouse (trustees)

Report tabled, taken as read.

Landscape Planning Initiative - two national workshops (August and November 2008) and associated regional meetings were held. Three topic areas have resulted and are currently the focus of guideline documents proposed:

- The Landscape Assessment Process
- Expert Landscape Evidence
- Visual Simulation Guidelines

Seeking a suitable candidate for a 2010 visiting scholar

17. IFLA REPORT - Alan Titchener (IFLA Delegate)

Report tabled, taken as read. Renee spoke to Alan's Report and thanked him for his time and dedication in providing such detailed reports for membership benefit and for representing the Institute so well. She commented that through the IFLA delegate (previously Di Lucas and currently Alan Titchener) members gain a much better understanding of IFLA. There is a lot of important issues going on worldwide that members need to be aware of and they are informed via regular IFLA reporting in *Insite* and IFLA Newsbriefs. Renee recommended that if you ever get the opportunity to go to an IFLA Conference/Congress to go.

Items on the IFLA Agenda, 2009

- World Landscape Architecture Month, April, 2009
- IFLA APR Regional Conference, September 1 – 4, Incheon, South Korea
- IFLA World Congress, October 18 – 24, Rio de Janeiro, Brazil

Activities of NZILA IFLA Delegate

- Regular reports to NZILA Executive and In-site;
- Involvement in World Level and APR elections;
- Attendance at IFLA World Congress in the Netherlands;
- Involvement in review of IFLA APR Awards programme;
- Input re APR budget;
- Liaison with Chair of Cultural Landscapes Committee;
- Support when requested for IFLA President

In summary, IFLA continues to play an important and effective role in promoting the interests of the profession internationally. The strategy proposed by the President aims to further promote the effectiveness of landscape architects internationally while contributing to the protection and enhancement of the landscape world wide. It is important for NZILA to continue to make its contribution to this effort.

18. HIGH COUNTRY LANDSCAPE GROUP - Anne Steven, Di Lucas

Anne Steven spoke verbally to the meeting (with accompanying visuals) updating members on South Island Pastoral Lease Tenure Review as at March 2009, including images of Dingleburn Subdivision and Braemar Trees advising that cattle process to waterways becoming a serious issue. Parliamentary commission for the environment will be released next week. Anne will be present at the launch - there are far reaching findings from this report. It bodes that HCLG will be busy this year.

19. CULTURAL HERITAGE LANDSCAPE GROUP - Hugh Lusk, Mandy McMullin, Rachel de Lambert

Report tabled to meeting and briefly spoken to by Rachel de Lambert.

In 2008 the Auckland CHLG has focused on more internal issues and has continued to meet

monthly

If you wish to be on email tree advise Hugh Lusk.

- Inviting guest speakers to talk to us including
Alina Wimmer, (Principal Adviser Heritage WCC)
Aranne Donald (NSCC) and Bob Harvey (WCC Mayor),
Janet Stephenson.
- A public event with invited speakers on the topic of:
Personal Perspectives on Cultural Heritage Landscapes
- Making a submission to ACC re PC163 and the retention of robust heritage provisions for the affected residential areas of the city.
- Seeking to advance the bibliography of heritage resource documents (an initiative of John Adam).
- Looking to establish stronger links between IFLA and ICOMOS supported by Alan Titchener in his NZILA role.

In 2009 intending to:

- Focus on the compilation of a cultural heritage landscapes inventory,
- Continue our in house conversations, e.g. cultural heritage practitioners from ACC, ARC and the NZHPT.
- Undertake a group walk with Ngati Whatua to explore Auckland's Maori landscape.
- See if we can arrange for Ngarimu Blair to re-give his paper to the NZILA Shift conference.

20. GENERAL BUSINESS

There was no general business that was not covered in the meeting.

21. CLOSING

Renee closed the meeting thanking everyone for coming and thanking the Executive who had served with her during her past two terms as President. She has enjoyed her time both on Executive and as the past four years as President and what the Executive have achieved in that time.

The meeting in return thanked Renee for her foresight, dedication and energy and wished her well to enjoy some new found time hopefully.

Renee introduced Dennis Scott, incoming President who gave a brief introduction and thanked the outgoing Executive saying they had done a sterling job and had left the Institute in good stead with good heart and that he and the Incoming Executive were anticipating a smooth transition. He said it was fortunate to retain Grant Edge and Chris Bentley with the knowledge they have.

Dennis then briefly introduced the incoming Executive:

Sally Peake, Rory Langbridge, Hannah Lewthwaite, Robin Rawson, Heidi Monks, and Grant Edge and Chris Bentley.

Meeting closed 5.23pm

NZILA BRANCH COMPILED 2009 REPORTS

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**Auckland Branch
New Zealand Institute of Landscape Architects**

2010 ANNUAL GENERAL MEETING MINUTES

Date/Location: Wednesday 24th February 2010, 6pm, Boffa Miskell.

Present: Peter Whiting (PW), Rachel de Lambert (RDL), Renee Davies (RD), Sarah Collins (SC), Heidi Monks (HM), Sally Peake (SP), Jonathan Wong (JW), Sandy Ling (SL), Delwyn Shepherd (DS), Sam Bourne (SB), Paul Murphy (PM), Amy Hobbs (AH), Jill Rice (JR), Lee Brazier (LB), Chantal Whitby (CW), Naomi Bird (NB), Hugh Forsyth (HF), Matthew Bradbury (MB), Peter Kensington (PK)

Agenda:

1. Apologies
2. Notification of other matters
3. Acceptance of 2009 minutes
4. Chairperson report
5. Treasurer report
6. Election of 2010 Committee
7. Other matters

Apologies: Susan Hall, Mike Farrow, Clayton Song, Geraldine Bayly, Lance Millward, Will Thresher, Richard Reid, Clynt Ringrose

Other Matters:

1. Message from Mike Farrow – 2011 Workshop Conference
2. NZILA Landscape Architects CDs
3. 2013 IFLA World Congress

2009 Minutes:

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

Chairperson's report:

Peter Whiting read his report. RDL moved to accept, RD seconded.

Treasurer's report:

Peter Whiting presented the report. SC moved to accept, HM seconded.

Election of 2010 Committee:

Chairperson: RD nominated Amy Hobbs, SP seconded. Amy Hobbs elected unopposed.

Vice Chairperson: RD nominated Lee Brazier, RDL seconded, Lee Brazier elected unopposed.

Secretary: Sandy Ling elected unopposed.

Treasurer: PW nominated Jonathan Wong, seconded by SC. Jonathan Wong elected unopposed.

Other committee members: Rachel de Lambert, Peter Whiting, Sarah Collins, Sally Peake, Paul Murphy, Hugh Forsyth, Sam Bourne, Jill Rice, Naomi Bird, Chantal Whitby, Clynt Ringrose, Helen Buckle.

Other matters:

1. Message from Mike Farrow – 2011 Workshop Conference

'Northern members of the branch are progressing well with forming the direction, venue and theme of the 2011 workshop conference – they will be announcing further details at the NZILA AGM in April. Whilst happy to receive any ideas or support from the Auckland branch members, they are capable of sorting the logistics amongst the membership up there.'

2. NZILA Landscape Architects CDs to distribute to contacts.

3. 2013 IFLA World Congress report from RD: Sub-committee has been formed. It is likely that it will be held in early May 2013.

Core Handover Meeting: Tuesday 2nd
March, 12pm, Boffa Miskell.

First Committee Meeting: Tuesday 9th
March, 6pm, Boffa Miskell.

Meeting closed at 6.40pm.

Minutes of NZILA Hawke's Bay / Manawatu Branch AGM

NZILA Hawke's Bay Manawatu Branch 2009;

5:30pm; Friday 11th December 2009

Venue: Opus International Consultants Ltd
Opus House
6 Ossian Street
Ahuriri Napier

Welcome:

Debra welcomed everyone to the AGM. DS ran through the agenda for the evening.

Present:

Debra Stewart (DS); Chairman, Megan Royal (MR); Secretary
Sara Gerard (SG), Shannon Bray (SB), Alan Titchener (AT), Megan Taylor (MT), Sue Dick (SD)

Apologies: John Brenkley; Treasurer, Nicola Henderson, Janet MacPherson, Jo Bruerton, Georgina Thow, John Hudson, Stefan Steyn, Lin Zhang

Minutes of previous AGM 4th December 08.

Taken as read and moved as correct 1st SB and 2nd SG

Matters arising

Branch Complaints Committee: Debra approached the group with feedback and information received from Melanie Whittaker and Grant Edge regarding the purpose of the branch complaints committee and suggestions from them that the branch could refrain from establishing a local branch complaints committee on the basis and understanding that the executive committee will soon be establishing a national complaints committee for all branches of the NZILA.

AT expressed concern at feedback from the national office and that the local branch had not followed through with a motion to contact previous nominations for the committee; Marie Wenley (Lawyer) and John Parker (Engineer).

DS stated that the motion had not been followed through on the basis that more information was required as to the purpose and requirements for the establishment of the committee.

SD suggested that the chair could approach the national secretary to establish their timeframes for establishing the national branch complaints committee within the exec and feed information back to the local branch. She was of the opinion that as National Exec had given advice not to form a committee, then the Branch was not required to do so. This was disputed by AT who was of the opinion the existing status of the Constitution was that a committee was required, and that it should be formed until a formal change to the Constitution was undertaken. AT was also of the opinion that a Complaints Committee should be established locally so that in the unlikely event of a complaint, it could be resolved locally at minimal cost. There should be an escalation process also, so that if the complaint is unresolved locally it can be passed to the national Exec.

Further discussion took place around these subjects until the following motion was agreed: that a branch complaints committee should be established in the interim period notwithstanding such time as a nationwide branch complaints committee is established within the executive committee. The chair/secretary is to approach local IPENZ & NZ Law Society branches for recommendations/nominations of 2 suitable candidates to stand on the HB/Manawatu NZILA branches complaints committee. In addition further information was to be sought from the NZILA regarding timeframes and processes for establishing a national complaints committee.

Suitable candidates for the local branch complaints committee must have:

Experience in contract law
Appropriate qualifications
Wisdom

AT 1st SB 2nd

All agree in favour of the motion being passed.

SB as new Chairman to follow up in January and feed back to all members via email.

Treasurer's report by John Brenkley, (copy circulated to all members). Taken as read. Agreed by all.

Chairman's report by Debra Stewart. Taken as read. Agreed by all.

Resignations

Chair – Debra Stewart

Secretary – Megan Royal

It was discussed whether the branch Chair is able to stand for more than 2 years. SB to clarify and confirm by email in January.

Election of officers o Chair – Shannon Bray 1st AT and 2nd MR

Secretary – Megan Taylor 1st MR and 2nd SD

Treasurer – John Brenkley 1st SB and 2nd AT

Meeting closed: 6.45 pm

HB/MAN Branch NZILA Chairpersons Report

2 December 2009

It is great to see you all here tonight after another year has whizzed by ! It seems to me as though it were only last week I was organising an AGM. I hope that you have all had a good year and that the recession has not had you all taking up golf (which I can assure you is reasonably frustrating) !!!!

It is has been a busy year for the Branch with lots of happenings.

We started the year with a session at HDC on 12 March regarding the densification of Havelock. Phil McKay and his team were delighted to be able to present to us and Phil has only recently said to me that we are still on his books to get a session about Flaxmere when they are a little further through the process.

I am grateful for Shannon's organisation of the HBRC session on the 23 April. Whilst I wasn't able to make this one I understand it was well attended there was some great information shared on the current initiatives and directions of the Regional Council.

Julia Williams gave us a great presentation in early July about the membership review. It was great to see so many of you there and Julia certainly made it a very valuable session. A big thank you to Julia and I am sure we are now all looking forward to the new regime !

Given the numbers and the spread out nature of our branch we (Megan and I) decided it would be useful to explore the opportunity for combined events with the NZPI and after a little bit of spade work on both the NZPI and Opus we were able to join them at one of their functions in late September. Again my family commitments meant that I was unable to attend this but I understand that it was a fun and informative event. Thanks have been passed on to the appropriate people and it is our intention to try and do this for at least one event per annum.

Our membership has had a few comings and goings and we are delighted to have Sue Dick now based in HB (as well as Gisborne). Megan Taylor is also back in the Bay and we are looking forward to having her on board as well.

It is with much anxiety I must announce Megan's resignation – anxiety because selfishly I am not sure that I would be able to do this job with out her !!! She has been a fantastic branch secretary and has

been a pleasure to work with. Now in saying that I am optimistic that there is someone out there who is desperate to fill her big shoes !!

For those of you that don't know - Alan Titchener is the NZILA IFLA delegate, representing the institute for the Asia Pacific region of IFLA and he has been lucky enough to be part of some fantastic trips on our behalf – they have included Songdo Korea for the IFLA Asia Pacific Region Conference and Rio de Janeiro, Brazil for the 46th IFLA World Congress. We are fortunate to have Alan as a member of our Branch and he will sharing with us some of his experiences shortly.

Without wanting to sound like a broken record organising events for the Branch is somewhat unrewarding ! This year we have steered totally away from field trips because of the lack of support last year. Events have been a little closer to home this year and we have received slightly more support which is encouraging..... so again I ask you to put your thinking caps on and make some suggestions as to events/presentation you would like to participate in. As mentioned earlier Megan and I were very grateful for Shannon's enthusiastic and efficient organisation of the HBRC talk and if anybody else would like to take on an event such as this it would be much appreciated.

We are about to embark on the election of Officers and as you all know we have a vacancy for a secretary ! I am happy to either stand again as Chairperson or stand down if someone else would like to have a go.

I would like to thank members for their ongoing support and look forward to another good year for the Branch in 2010.

Debra Stewart
HB/Man NZILA Chairperson 2009

11 December 2009

NZILA Central North Island Branch AGM

1pm **31 October 2009** @ Plateau Restaurant, Taupo.

10 people from Tauranga, Hamilton and Taupo gathered for lunch, AGM and proceeding presentations at Taupo District Council (TDC).

Members present for AGM; Tim Lander, Charlotte Grant, Kara Maresca, Sean Leogreen, Mel Cameron (Nat. Park), Fraser Scott, Brad Coombs, Tim Stewart, and Mary Monzingo.

Apologies: Melissa Davis, Philip Henderson, Richard Hart and Joby Barham. Davis Cartwright, Jeff Myles, Julie Parkinson, Rebecca Simpson, Rebecca Ryder, Dave Mansergh, Dietmar Bostfleisch, Adrian Morton, Helen Lea, Fraser Miller, Morne Hugo.

Tim Lander summarised the Branch Chairman's Report and made comment on the tight economic times. Tauranga City Council (TCC), Taupo District Council (TDC) urban design team, Boffa Miskell (after the departure of Megan Taylor and David Eustace) and Isthmus have all experienced growth. The consensus of the group acknowledges this as a positive considering the harsh economic environment.

NZILA Referendum: There was a brief discussion on the positive outcome of the recent NZILA Referendum with a good number of votes from the branch. The majority vote "yes" for the Corporate and Graduate categories as follows: Registered Landscape Architect ('Associate' is phased out and NZILA adopt the term 'Registered Landscape Architect'), Reciprocity (fast-track process for members of recognised overseas Landscape Architecture Institutes), Associate Process Revised and Graduate Directory Listing.

Treasurer's Report: Charlotte advised accounts are in good shape. Annual levies contribute to the Branch funds, this pays for an advertisement in the Yellow Pages (list practice names and contact details), subsidises branch outings, speaker's gift and end of year branch levy. Expenditure as a general Branch policy for branch outing was agreed to subsidies \$10 per member up to \$100 (e.g. catering and such like) plus gift expenditure for guest speakers.

General Business: Discussion on reporting of branch events. This would be the responsibility of event organisers or their delegate (for Insite, photos etc). Kara Maresca to prepare a summary of Branch Taupo outing and to be issued to branch secretary who will pass summary to Melanie Whittaker.

Elections: "Tim Lander (Chair), Charlotte Grant (Treasurer), Joby Barham (Secretary), Brad Coombs, Rebecca Ryder, Morne Hugo, Kara Maresca, Melissa Davis, Davis Cartwright" Vote carried unanimously.

Scholar / Lecture: This year the NZILA Education Foundation plan to have a scholar to speak to the branches. There was no speaker in the previous year because of the Landscape Initiative's work. Mario Schjetnan was the last guest speaker in Taupo, and it was supported by the branch members to alternate locations between the Central North Island (CNI) and Hawke's Bay (HB) branches. The CNI branch is happy to hold scholar events (Taupo is central for both branches) and equally support an event held in the HB branch. This would reduce the amount of stops for the scholar travelling throughout the New Zealand branches.

Tim Lander to find out more from the Foundation of Scholars for up and coming events and speakers.

Associateship Workshop: Recent Associate member Mel Cameron found the Associateship Workshop helpful for preparing for her Associateship. The graduate members would appreciate a workshop to help understand the process. Brad Coombs is happy to initiate and establish this workshop as he will be on the panel for assessing applicants this year. There was a brief discussion on the changes to the Associateship process which supports an improved mentoring system where two corporate members have to be familiar with applicant's work making the process more personal. An applicant must attend two Associateship Workshops and be a member of an NZILA branch. Branch plan for a workshop in 2010 potentially in Hamilton

Nga Aho: Kara Maresca discussed with the branch a potential group initiated by Alan Titchener called Nga Aho: a national network of landscape architect and designers who come to support each other to better serve the design aspirations of Maori communities. Part of that landscape group is forming Te Aranga - Maori Cultural Landscape Strategy, which is a strategy for Maori to work collaboratively to enhance cultural landscapes. If anyone is interested or requires more information contact Alan Titchener: tma.titch@xtra.co.nz.

Landscape Planning Initiative: Brad Coombs gave a brief summary of the Planning Initiative. The document is still a work in progress but will be used as guideline to make landscape evidence and visual simulations more consistent when presenting at Environment Court. Some LA's are reported to have been referring to this document when it has not been finalised and it was reiterated for branch members to refrain from this until the Charter has been finalised by the NZILA.

Overall, good to see positive energy and exciting projects coming from the Taupo region of the Central North Island branch.

Thanks by all who attended for Kara and Fraser who organised another successful and informative branch outing.

**MINUTES OF NZILA WELLINGTON BRANCH AGM MEETING
HELD 5.45pm, 16th December 2009 AT BOFFA MISKELL, 190 WILLIS STREET, WELLINGTON.**

PRESENT

Wade Robertson, Chris Punt, Emma Corbett, Alex Gardiner, Boyden Evans, Steve Dunn, Katie Bailey, Stephanie Riemann, Yvonne Weeber, Bron Bennetts, Clive Anstey, Cheryl Robilliard, Bron Bennetts, Steve Drakeford, Blair Hiscoke, Julia Williams, Shona McCahon.

APOLOGIES

Michael Hawes, Frank Boffa, Megan Wraight, Kate Rusholme, Nathan Young, Ralph Johns

CONFIRMATION OF MINUTES

MOVED that the minutes of the 2008 AGM were confirmed to be a true and correct record. Dunn/ Evans (carried)

CHAIRPERSON'S REPORT

Wade presented the chairperson's report in Michael's absence and acknowledged the following events:

- The Petanque evening: About 20 people turned out for this annual event which was taken out by Lisa Rimmer and Alayna Renata.
- VUW Student Intro: Michael went to the Design School and had a talk to the Landscape Architecture students with the view to continually building the relationship between VUW, Institute and Wellington Branch in particular.
- Urban Design Case Law workshop: This event was an extension of the MfE Urban Design initiative. Yvonne thanked the Branch for their help in continuing and promoting this work.
- The annual Associateship workshop: was again held at MWH and the use of their meeting room is appreciated. Julia mentioned that following the adoption of the proposed amendments to the Associateship/ Registration process Branches may need to hold more than one annual workshop.
- Mid Winter Pool Party: This was the first time we have held this event. We had a great turn out with the students from VUW being well represented. It was great to see so many branch members keen to venture out to socialize during the winter months.
- Institute Membership Review workshop: Julia Williams ran a series of workshops throughout the country to inform and draw feedback from members regarding the proposed changes to the Institutes professional registration process. Julia noted the interest that Wellington members showed by attending and participating at the Wellington workshop. Overall the low number of people that voted in the referendum was disconcerting.
- Show and Tell Evening: It was a struggle to get speakers this year which is perhaps a indication of 'saturation'. Holding this event every two years is a decision for the incoming 2010 committee. It was also suggested that the evening be shortened in length and held during winter months to draw in more students. Despite this the presentations were of a high quality and made for an interesting evening. A thank you to all those people who attended and especially those who presented their work.

Other events worthy of acknowledgment included:

- Michael also attended Lindsay Gow's retirement dinner hosted by RMLA.
- Wade acknowledged the efforts of those members of the Branch that applied for Associateship in 2009. We had four members apply, three of whom were successful with their applications. Congratulations to Katie Bailey, Emma Corbett and
- Ralph Johns and Clive Anstey were also members of the 2009 Associateship interview panel.

Boyden Evans then provided a summary of the up-coming 2010 **'The Power of Landscape' conference** to be held 15th – 17th April at Te Papa. Boyden raised the following points:

- The conference website is up and running and early-bird registration is now available.
- The conference committee is working toward an estimated 250 delegates.
- There will be 20 speakers that will be organized into categories/ themes.
- The conference committee is intending a big publicity push in January/ early-February.
- Two overseas speakers have been confirmed; Claus Bonden (former Mayor of Environmental Administration in Copenhagen; and Richard Weller (Windthrop Professor –

University of Western Australia). There are also various speakers from throughout New Zealand on the list.

- There will be a book launch by Di Menzies at the conference opening on the Thursday night and there is a possibility of an art exhibition/ auction also.
- Chris Laidlaw has been confirmed as the conference 'listener' and will be providing his thoughts of the conference, speakers, workshops etc.
- There will be a general call for assistance with the conference closer to the time.

There was a **general discussion** regarding:

- On-going CPD events that the Branch could hold. Shona and Boyden mentioned bringing Mary Varnham along to a suitable Branch event to share her thoughts on how Landscape Architect could contribute more to the Wellington community.
- The place of Landscape Architects in Government departments such as DoC and MfE. Questions were raised regarding why our presence in these departments has dwindled extensively and it was mooted that the apparent division amongst members regarding the approach to landscape (assessment in particular) was making it difficult for these organizations to employ us. Can the National Exec be doing anything to promote our links and involvement with these organisations?
- The Education Foundation Initiative regarding approaches to assessment and the Environment Court directive to provide common terminology etc. Wade is to send an email/ letter to Frank requesting a formal update on proceedings to be circulated to the Branch and Institute as a whole.
- The proposed VUW lecture series – to commence in 2010. Clive is the Branch representative on the 'panel' which includes representative from VUW, NZILA and NZIA. Funding is to be provided by VUW and sponsorship and there will be a one year long programme.

Nominations for the **2010 Branch Committee** were taken. Emma (Gardiner/ Robertson (second)), Katie (Punt/ Evans (second)), Kate (Robertson/ Anstey (second)), and Nathan (Hiscoke/ Bailey (second)), were all voted back on to the committee.

The 2008 office holders (Michael, Wade and Chris) will be stepping down this year so there will be calls for willing committee members in the New Year.

MOVED that the 2009 AGM Chairperson's Report be confirmed. McCahon/ Hiscoke (carried)

TREASURER'S REPORT

Chris presented a thorough financial report for the year and highlighted the following points:

- The Branch ran a profit of \$134.66 for the year, and the bank account was still in a healthy position. This would need to be considered more closely in the future with the 2010 conference in mind.
- Our main income was from sponsorship and Branch levies.
- The most money was spent on providing food and drink for events. The additional costs involved with running events at VUW were making doing so increasingly expensive and unviable.
- The yellow pages listing is costing the Branch approximately \$500/year with a 10% increase in 2009. The listing will be cancelled in 2010 and the National Executive will pay for a generic yellow pages advertisements to run nation-wide.
- Chris highlighted the fact that more consideration needs to be shown to the cost of running events and the possibility of cover charges and increased sponsorship needs to be considered by the Branch (at least \$1000.00). It was mooted that the provision of food and drinks at events was unnecessary or that members could pay a reduced charge for alcohol. This is something for the incoming committee to decide.
- It was also suggested that despite the increase in levies over the past few years additional funds were not being passed on to Branches.

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

GENERAL BUSINESS

- Yvonne raised the prospect of starting a Wellington Urban Design Forum. The incoming secretary can assist in circulating information and it is likely that a \$50.00 (approximate) joining fee will apply.
- Blair raised the issue of AGM timing. Holding the AGM in December made it difficult for people to attend and to secure venues at a suitable cost. It was mooted that a late November or January/ February date would be appropriate, given the only stipulation is that Branch AGM's are held prior to the Exec AGM in April. This is a matter for the incoming committee to discuss.
- Julia moved a vote of thanks to the members of the 2009 committee and those out going members in particular.

Meeting closed at 7:00pm.
Minutes taken by Emma Corbett

Wellington Branch

NEW ZEALAND INSTITUTE OF LANDSCAPE ARCHITECTS

CHAIRPERSON'S REPORT 2009 (images omitted due to pdf version of the report)
to the Annual General Meeting of the Wellington Branch of NZILA
on Wednesday 16 December 2009, 5:45pm at Boffa Miskell.

BRANCH COMMITTEE MEMBERS AND ROLES 2009:

Michael Hawes Chair
Wade Robertson Secretary
Chris Punt Treasurer
Nathan Young Sponsorship
Kate Rusholme Events
Katie Bailey Events
Emma Corbett Events – YPG liaison
Alex Gardiner Events
Clive Anstey Events
Ralph Johns Event Photography & 2010 Conference Committee liaison
Lizzie Earl Student Rep

Stefanie Riemann Events (resigned part way through year)
Dan Males Resigned prior to first meeting

2009 ACTIVITIES

5 March Petanque (Waitangi Park)

Another great Boules event with a good membership and student turn out, 20 + participants on a late summer evening on the waterfront. Impressive boules skills to be seen with some competitive and hard fought match's plus some creative game play on display. Overall victors Lisa Rimmer [Isthmus] & Alayna Renata [MWH] took all the glory.

19 March VUW Student Talk (VUW)

Following on from last years talk to final year students, this years talk was given to a packed room (due to the compulsory attendance). VUW students where given an introduction to what it means to be a member of the NZILA, what The NZILA does and represents and the importance to the profession.

28 May Urban Design Case Law Workshop (VUW)

This workshop, a joint event organized with the NZIA and NZPI Wellington branch's was well attended with over 50 participants form the collective institutes and VUW students. Marc Baily (Boffa Miskell) and Morgan Slyfield (Morrison Kent) gave an overview urban design case law research recently undertaken for MFE.

30 June Associateship Workshop (MWH)

Another successful associate workshop evening making this one of the most valued annual events. Panel members Ralph Johns, Clive Anstey & Linda Kerkmeester were present so that members could hear first hand what is involved in preparing and applying to become a Registered Landscape Architect. Recent associates brought along copies of their portfolios for perusal by prospects.

29 July Mid Winter Pool Party (The Ballroom – Courtenay Place)

Another great social event hosted by the branch, well attended by members and students with 20 + participants competing for the top prize.

16 July Membership Review (MWH)

The Wellington Branch hosted the workshop which was an opportunity for feedback and questions round the table with Julia Williams on the recent Membership review.

4 November Show & Tell Evening (VUW)

Again this was a successful event that is a mainstay of the annual CPD calendar. This year there were 10 minute presentations from:

Penny Allen & Martin Bryant, Victoria University of Wellington – Mitchell Walker Talk
Dr Diane Menzies, IFLA President
Followed by presentation of the NZILA/Dr Diane Menzies Award to the top landscape architecture graduate from VUW - Rob Bark.
Ralph Johns, Isthmus
Clive Anstey, Julia Williams & Linda Kerkmeester
Neil Aitkin – Robin Gay talk
Michael Hawes – Boffa Miskell

Due to shortages in speakers for this event, it is likely that to avoid repetition the event should be held on an 'every other year' rotation.

OTHER EVENTS AND ACTIVITIES:

> Wellington Branch members Clive Anstey and Ralph Johns were on the panel over three days of the Associateship interviews. 12 candidates were interviewed including Katie Bailey, Emma Corbett, Angela McArthur and Nathan Young from the Wellington Branch. Candidates will be informed of the outcome before the end of the year.

> Cheryl Robillard and Wade Robertson were confirmed as Associate members of NZILA at the 2009 AGM.

> Michael Hawes represented the NZILA at the Lindsay Gow's retirement dinner hosted by the Resource Management Law Association.

PROPOSED ACTIVITIES FOR 2010:

2010 CONFERENCE

The conference committee has been meeting regularly throughout the year and planning is in its final stages. Venue and date confirmed: Te Papa 15-17 April 2010. Thanks to Boyden Evans for leading the committee for the Conference, I'm sure that Boyden and the currently discrete committee group will be looking for additional volunteers to assist and input as the dates get closer. Boyden will say a few words later in the meeting in this regard.

CPD

If you have a suggestion for a CPD event or are interested in initiating or taking part in the organisation of an event, please contact the branch chair or secretary at any time throughout the year.

VUW LECTURE SERIES

VUW are planning on hosting a series of co-ordinated talks and presentations and have invited NZILA & NZIA to participate as joint hosts and organisers. VUW and sponsorship would be the main source of funding for the lecture series.

The 2009 committee has indicated enthusiasm for taking part and for the opportunity to host more CPD events relevant to our members. The 2010 committee will need to take up the challenge with VUW – it is suggested that 2 branch committee members are assigned to take part in the organization.

BRANCH COMMITTEE

Enthusiastic new members and leadership are sought for the 2009 committee. I am standing down as chair due to commitments requiring me to spend time out of Wellington; Wade is standing down as secretary after three years and also our treasurer is standing down after 2 years of excellent fiscal management. Many branch members have been organising events for some years running and would appreciate some fresh faces and ideas.

Nominations for these positions and new members are welcomed.

THANKS

> to the 2008 branch committee members,
> to Boffa Miskell, WAAL and Isthmus in whose offices the committee held their bi-monthly meetings,

- > to VUW for hosting workshops and the show & tell evening,
- > to MWH for hosting the Associateship workshop and NZILA Membership review workshops,
- > to all branch members who have supported and participated in the 2009 branch events.

Michael Hawes
Chairperson, Wellington Branch, NZILA
December 2009

**NZILA Nelson Branch
Minutes of AGM**

Date: 16.2.10

Venue: ZUMO, Rutherford Street, Nelson.

Attended by:

Heidi Meadows (Chair)
Tom Carter (Secretary)
Lynn Cadenhead (Treasurer)
Rory Langbridge
Liz Kidson
Martin Conway
Katrina Amy
Luke Porter
Janine Riley

Apologies:

Robin Simpson

Minutes of last meeting:

The minutes of the last meeting were accepted. Moved Rory/Lynn

Matters arising:

There were no matters arising.

Chairman's Report:

A copy is attached to these minutes. Heidi briefly outlined that two landscape architects; Luke Porter and Karina Amy had taken up residence in Nelson. Heidi noted the success of the Show and Tell event held in 2009. Also mentioned was the establishment in Nelson of the Urban Design Panel and the inclusion on that Panel of Liz Kidson.

Treasurer's report:

A copy is attached to these minutes. Lynn presented her report, which stated that on the 16.2.2010 there was a bank balance of \$2,199.22.
The report was accepted. Moved Lynn/Heidi

Election of Branch office bearers 2010.

Chair Tom Carter (moved to nominate; Rory seconded Heidi)
Treasurer: Lynn (moved to nominate; Rory seconded Heidi)
Secretary: Karina (moved to nominate; Rory seconded Heidi)

Correspondence:

None

General business

There was general discussion regarding appropriate expenditure of the Branch funds in ways that could benefit the membership.
Possibly speakers of interest could be brought to Nelson.

The Branch requested that an update as to the progress of the Education Foundation Planning Initiative could be obtained.

Meeting closed

New Zealand Institute of Landscape Architects

Nelson Branch

14 February 2010

Chairman's Report 2009

1. Branch Activity

2009 was a pretty low-key year in terms of meetings and events within the branch. Membership has grown though with 2 potential new members invited to the AGM lunch - Karina Amey a practising landscape architect based in Motueka and Luke Porter a practising landscape architect formerly from Queenstown. It was also great to re-connect with Martin Conway and have him join us for the Branch Show and Tell Lunch. Feedback is that we will have 9 present at our AGM Lunch, which is the largest turnout yet - great to have some new faces at the table.

2. Branch Show Tell Lunch

The highlight for the year was 6 of us getting together for the Branch Show and Tell Lunch. Format was everyone presented a project over a 10minute time slot. Was a great informal event with a really interesting range of projects discussed. Zumo also proved to be the perfect venue for meetings as free, private, lots of space, and coffee available! Photos from the event are going into the next insite newsletter as a record that we are in fact alive and well in Nelson.

3. Nelson/Tasman Urban Design Panel

The establishment of the Nelson/Tasman Urban Design Panel has been an exciting development. The Nelson Branch is really well represented with both Liz Kidson and Robin Simpson elected onto the panel. Congratulations to them both. As a branch we were active in supporting the establishment of an Urban Design Panel of industry professionals so its great to see this realised.

4. Associateship Meeting

We had Julia Williams visit us to discuss the associateship process and membership review, which prompted some good discussion. As a branch we have a large percentage of Grad 5+ so was very relevant for us.

Heidi Stewart

Chairperson Nelson Branch

**CANTERBURY WESTLAND BRANCH
NEW ZEALAND INSTITUTE OF LANDSCAPE ARCHITECTS**

AGM Minutes of AGM Meeting
Date 6pm, August 4 2009
Provincial Chambers in the Timber Room

Jennifer Drays Chair report was accepted.
John Clemens Treasurers report was accepted

Election of Officers

Chair Jennifer Dray
Treasurer Rachael Annan
Secretary Martha Dravitzki

Committee restanding:

William Field, Malcolm Campbell, Neil Challenger, Grant Edge, Louise Bailey, Hannah Lewthwaite, Emma Content, Sean Dixon, Jody Tuuta (Student Representative), Emily Kelly (Student Representative)

General Business:

Grant Edge and Louise Bailey's long time service on the Branch Committee was recognised.
John Clemens service was noted, he did not restand.

Meeting was followed by a presentation from Chris Glasson on his work in China; an interesting talk about the design culture and processes in China. The great difference in scale of some of the projects Chris has been involved with was emphasised.

**NZILA BRANCH ANNUAL REPORT 2009
CHAIRPERSON'S REPORT**

Introduction

This year's committee have been an enthusiastic and energetic group. I have been privileged to be involved in my first year as Chairperson. We have met every 4 weeks at the new Council offices in DMC house, which was eventually found by everyone, with one or two members having a couple of false starts along the way...

The committee has been composed of Hannah Lewthwaite as Secretary, John Clemens as Treasurer with the aid of Louise Bailey, Emma Content as our new Newsletter Editor, Neil Challenger as our link with Lincoln, and Emily Kelly and Jody Tuuta as our student liaison. We have also had Malcolm Campbell, Rachel Annan, Grant Edge, Martha Dravitzki and William Field playing an essential support role. Nadine Sargent left us midway through the year to travel overseas. I stood down from my role on the Executive committee in April, and Grant and Hannah are now our representatives.

Grant has served on the Executive Committee as treasurer for 8 Years and as vice president for 3 years and on the local branch committee for 17 years since 1982. Louise has now served on the local branch committee for 11 years with 5 years as treasurer and has also done her time on the Executive Committee. As the current chair and as a branch member I am very thankful for all the work that these two and all our committee members have put into the committee and the profession, and I'm sure it is appreciated by all of you here tonight.

The committee always tries to combine CPD events with some social elements as well so that we all get to have some fun. We have been particularly focussed on enticing students and new graduates to

these events as we know that these young people are the future of the profession. We hope members will continue to support these events.

We are delighted to support Lincoln in their 40th Anniversary Celebrations from the 20th to the 22nd of November this year. It is going to be an exciting mix of workshops and symposiums, culminating with a dinner and dance in the newly opened studio which will also be the branch's Christmas event.

Membership

Branch membership currently stands at 150, up from 135 last year. Membership was made up of (last year's figures in brackets):

Life Members	2	(2)
Fellow Registered	6	(7)
Fellow Not Registered	7	(6)
Associate Registered	13	(15)
Associate Not Registered	18	(14)
Grad 5	35	(31)
Grad 4	2	(7)
Grad 3	7	(4)
Grad 2	7	(8)
Grad 1	5	(4)
Students	45	(33)
Hon Fellow	0	(0)
Affiliate	3	(4)
	150	135

Promotion

NZILA Website

Our Executive Officer and Webmaster Melanie Whittaker has again been doing a wonderful job with updating the Website. We endeavour to keep Melanie supplied with all our latest happenings and photos so that we can boast to other Branches about what a dynamic lot we are.

Canterbury/Westland NZILA Newsletter.

This has been a new initiative, with the inaugural newsletter reaching members in June of this year. The newsletter is just a short one pager with current news and dates and photos submitted by members. We are endeavouring to circulate this within a few days of each committee meeting to keep members up to date. It is also a chance to welcome new members to the branch. Emma Content is making a fantastic job of editing the newsletter and is also responsible for it's layout and format. If you have any feedback to give us on the newsletter, we would love to hear it!

Landscape Architecture New Zealand.

Our new professional journal called Landscape Architecture New Zealand was launched Feb/March of this year. It incorporates Urbis Landscapes and is to provide a bigger, better and more fully resourced professional journal for the landscape industry.

CPD Events and Conferences

The following events were held over the last year:

1. **5 August 08** **AGM and a slide show on 'Building Peace in a TerREIGN of Terror'**
Shannon Davis from Lincoln University discussed her exploration of the post genocidal memorial landscapes of Cambodia, Rwanda and Germany, investigating the processes of memorialisation and interpretation after tragedy.

2. **11,12 Aug 08** **NZILA Education Foundation Planning Workshop.**
A Landscape Planning initiative in response to some concerns about the presentation and interpretation of landscape evidence at some recent Environment Court and territorial local body hearings. This resulted in a Draft Best Practice Guide for Visual Simulations with other Best Practice Guides on Landscape Assessment to follow.
3. **24 Oct 08** **Associateship Review Workshop**
Attended by about a dozen enthusiastic members, this workshop was an opportunity for Julia Williams to gain feedback from our members on what is required from our Associateship and Registration Process.
4. **21 Nov 08** **Christmas/End of Year Site Visit and Celebration**
A bus load of keen members were shown around Pegasus by Simon Fenwick from Boffa Miskell and then on to Peppers Restaurant at Clearwater for drinks and platters of very gourmet nibbles.
5. **11-15 Mar 09** **Ellerslie International Flower Show Christchurch**
This was well supported the public with many awards being won by our local members. Carl Pickings, Gold Award; Robert Watson, Gold Award; Graham Densem, Merit Award; Andy Ellis and Danny Kamo, Merit Award; and Lincoln Uni student Tim Scott Silver Award. The next show is to be held 10-14 March 2010.
6. **23 April 09** **Lincoln University Graduation and Robin Gay Award**
I was privileged to attend a graduation afternoon tea where the Robin Gay award for Excellence was presented to graduating student Chris Owens. Chris also received the Boffa Miskell award for Best Major Design. Chris's MD site was the town centre of Twizel!
7. **1 May 09** **New Zealand's Sub Antarctic Islands with Nancy Vance**
Nancy gave an illustrated talk on her recent adventures to the Sub Antarctic Islands. This event was particularly promoted to the students who were further enticed with a free beer at the Bard on Avon afterwards.
8. **2-4 April 09** **NZILA The Big Picture Workshop Queenstown**
The theme of the workshop was "The landscape reflects the cumulative effects of physical and cultural processes". This was a great conference with beautiful weather and fantastic site visits to local wineries, ski fields, golf courses and subdivisions. The Executive AGM was held prior to the workshop. Next year's NZILA conference is to be held in Wellington with the theme yet to be announced.
9. **26 May 09** **Associateship Workshop**
This annual workshop was again held for those members wishing to apply for their associateship in the next year or so. Thanks must go to Jenny Moore who continues to contribute her time and expertise to these workshops.
10. **18 June 09** **Post Graduate Study Mike Barthlemeh**
Mike Barthlemeh from Lincoln University discussed programmes in his professional role as academic coordinator and from personal experience having just completed post graduate study.
11. **2 July 09** **Associateship Review Workshop**
Julia Williams was in town to further her consultation with our members. Minor changes have been made for this year's applications but greater changes are being put together for next year. Julia will provide feedback in the near future from these workshops held with all members throughout NZ

12. **5 Aug 09 Lincoln University Presentation**

Louise Bailey from Morgan and Pollard and William Field from Boffa Miskell will provide illustrated talks to the students and fellow professionals showing the Dyslexia Discovery Centre and the new landscape developments surrounding the recently completed University of Canterbury building. This is to be held tomorrow at 12.30 at Lincoln Uni. NZILA Canterbury/ West is hosting this event with the provision of pizza.

Along with branch organised events we have been issuing many other CPD events run by other organisations including Christchurch City Council, the NZ planning Institute and the Historic Places Trust. We hope to create closer links with the HPT Heritage week with some of our own members giving presentations based around a heritage theme.

We welcome suggestions by our members for CPD and encourage you to approach us when issues arise. We are currently organising a discussion on the CSS and CCC Infrastructure Design Standards following issues based around tree planting specifications raised by one of our members.

Student Activities

The institute continues to support the students by coordinating lunchtime talks, customising CPD events to suit the students needs and their timetable, presentation and sponsorship of awards, student representatives on the branch committee, sponsorship of the Major Design Exhibition, and by visiting the University on regular occasions to introduce the students to the Institute by way of pizza as an added incentive.

The 2008 Student Major Design Exhibition at the Christchurch Art Gallery was attended and enjoyed by many local members with the guest speaker being Renee Davies, the then Chair of the NZILA Executive Committee.

Please also mark your diaries now for the Lincoln university Urban Ecology Workshop and other celebrations being held at Lincoln University in conjunction with their 40th anniversary on the 20-22nd of November 2009.

Executive

Canterbury Branch members on the Executive Committee includes

- Grant Edge – Treasurer + Vice President + Documentation
- Hannah Lewthwaite – Communications + Graduate Affairs + Student affairs
- Jennifer Dray – Stepped Down

Complaints Committee

No action has been required by the Complaints Committee. Charles Manning and Peter Dyhrberg, remain 'on-call' as the two lay members of our Complaints Committee

Treasurer's Report

Treasurer's report by John Clemens.

Committee Membership

I am happy to continue in the role as Chair for another year.

We have a number of members standing down from their duties and/or their membership of the Branch Committee. These people are

John Clemens who is standing down from his role as treasurer to pursue his career as the newly appointed Curator Of the Botanic Gardens. Thanks to John for performing his role of treasurer over the past year.

Hannah Lewthwaite who is remaining as a member of the committee but is standing down from her role as Secretary to pursue her new role as a member of the Executive Committee. Thankyou to Hannah for her efficient secretarial skills and for the support she has given me in my role as chair.

Current committee members who are willing to re-stand and be nominated for positions include

Chair	Jennifer Dray
Treasurer	Rachael Annan
Secretary	Martha Dravitzki
Committee	Grant Edge, Neil Challenger, Emma Content, Hannah Lewthwaite, Louise Bailey, William Field, Malcolm Campbell, Emily Kelly and Jody Tuuta (Student Rep.s)

Call for nominations for further committee members!!!

Jennifer Dray
Chair

SOUTHERN BRANCH NZILA

**Minutes of the Annual General Meeting of the Southern Branch of the NZILA
Venue: Lakes Environmental boardroom, 74 Shotover St, Queenstown
on Thursday 19 February 2009 5.30pm**

Item		Action
Members Present	Ben Espie (Chair), , Antony Rewcastle (Treasurer), Helen Mellsop, Mike Steven, Luke Porter	
Apologies	Rob Boyd, Marion Read, Jo Dey, Emily Dennison, Ann Steven, Ralf Kruger	
New Members	None	
Outgoing Members	None	
2008 Minutes	<p>Minutes of the Last Meeting were tabled</p> <p>Motion: that the minutes as presented are a true and correct record</p> <p>Moved: Helen Seconded: Antony</p>	
Matters Arising	<p>CPD events planned for 2008 were superseded by intensive planning for the 2009 conference. Branch to meet after conference to plan for 2009 CDP programme</p>	

Chairs Report

Ben's report was tabled. This covered progress on organising the 2009 conference and branch members' input into the national level Landscape Planning Initiative.

Motion: that the Chair's report be received

Moved: Mike
Seconded: Helen

Treasurers Report

Tabled, Anthony reported we have a current paper balance of \$2696.92. There are a number of outstanding debtors for Yellow Pages ads.

Motion: that the Treasurer's report be accepted

Moved: Ben Seconded: Mike

Next Meeting:

Around the 19 March 2010 start 6.00pm

Meeting Ended:

6.40pm

Signed: _____



23/02/2009

Chairperson
Southern Branch NZILA

	<p>Discussion about problem of debts for yellow pages ads and time required for Chair and Treasurer to chase up payment.</p> <p>Motion: that a \$10 admin fee be charged for each practice included in the ad, and that a penalty fee of \$25 be charged when payments are more than one month late.</p> <p>Moved: Ben Seconded: Mike</p>
Conference Report	<ul style="list-style-type: none"> - Organisation progressing well. - Weekly meeting of committee from now on to ensure that all aspects covered. - Approx 60 enrolments so far (max 80 attendees) - Luke presented mock-up of conference booklet – discussion re text required.
General Matters	None
Executive Positions	<p>Current Positions:</p> <p>Chair: Ben Espie Vice Chair: Stephanie Branch Treasurer : Antony Rewcastle Secretary: Ann Steven</p> <p>New Positions:</p> <p>Chair: Ben Espie Vice Chair : Stephanie Branch (pending confirmation of acceptance) Treasurer: Antony Rewcastle Secretary: Helen Mellsop</p>

N Z I L A S O U T H E R N B R A N C H

Chairman's Report 2009

1. 2009 Conference: The year has been dominated by formulating and organizing the 2009 conference. Organisation is coming together well. On the theme of large scale landscape management, we have Grahame Sydney and Brian Turner as opening speakers followed by two days of field tours and workshop sessions. The efforts of the organizing committee have been massive and deserving of a lot of gratitude, particularly those of Robin Rawson.
2. Social and CPD events have been particularly lacking but this has been a reflection of the time put into conference organisation. It was great to get together for a pre-Christmas social event. In this regard the local NZPI seems to have gone quiet also.

3. Next year should be a much clearer year with more time. Also there should be a good momentum of organizational steam built up from the conference that we can continue with and channel into other events.
4. Mike Steven, Marion Read and Ben Espie have had some input into the NZILA's national level Landscape Planning Initiative and will continue to do so. This has been a good opportunity to connect with the (relatively small) national group of Landscape Planners working in the Environment Court, and to put forward our local issues.
5. Overall comment: It is with some regret that the conference organization has dominated so much of my time as Chairman at the expense of organising more local activity but the conference will be a great showcase for us. I am looking forward to staging a great conference and then getting back to more local involvement.

Ben Espie 19 Feb 2009.