

2017.04.03.00

N.Z. INSTITUTE OF LANDSCAPE ARCHITECTS (INC.)

Chairman's Review 1972 - 74 : 21st August, 1974.

Almost to the day two years ago several members of the recently returned Executive played tentatively with the idea of forming N.Z. Institute of Landscape Architects (Inc.) A decision was not well formulated until December 1972 when application through the Justice Department was made.

In its two years that initial core of membership has swollen from the then required 15 signatories, to a current membership of 68.

Today, membership speaks for itself:

Honorary Fellow	1	(from tonight)
Associates	24	
Affiliates	19	
Students	24	
Subscribers	1	Total 68

Today we look forward to further increases in membership, and hopefully a broader cross section of ideas and ideals will come from it.

Since the General Meeting held last November instructions to the various sub-committees have proceeded, some with rapidity, some with deliberation. Each will be the subject of separate review, however, the publicity sub-committee has obviously served its functions well. The Newsletter, now approaching its third edition, has met with favourable comment all round - and the Editor, Charlie Challenger deserves commendation for its quality. All contributors deserve some measure of credit, also, and we trust that contributions are exponential and continue with the appropriate increase in volume shown from the first to the second editions.

The professional sub-committee has seen some change in membership but is now settling to its task.

The education sub-committee is also at a point of developing conclusions in respect to a pressing need for resolving examination requirements and offering a plateau of achievement for the many Affiliate members waiting to advance to Associate status.

The State Services approach is now nearing a concrete stage of compedium preparation.

The Executive committee returned as the same as the original committee, following an election among Associate members in July, involved 10 candidates for 7 positions. As an Executive committee the blend is still somewhat Christchurch oriented, but this disadvantage does have advantages in ease of working together, and the number of meetings able to be held in these initial years. Financially we are quite strong for the relatively small membership - detailed audited accounts will be presented by the Honorary Secretary.

We welcome this day our first Honorary Fellow, Lance McCaskill whose services to the land use and conservation disciplines can only be termed inspiring to those at the "beginning" of their careers.

Throughout the year the Christchurch area has successfully run several evenings of unqualified social success. Leon Langley's catering at Elizabeth House being appreciated on two occasions - an evening with Joe Volpe - just prior to his actual departure for the U.S. being particularly well supported. Ms Trisha Shiel as the Christchurch area Social Activities Officer has also organised two successful evenings in the Bearskin Room, and she is to be thanked for her efforts so far, hoping that at the same time she will continue in her capacity. I am also aware of like-kind meetings being held in the Wellington area which is now gathering strength and hopefully it will soon form a Chapter.

As Chairman, I can only thank all sub-committees in all areas and the entire work forces which remain "undercover".

The Conference '74 sub-committee of Sally Mason, Emily Mulligan and Derek Fry deserves commendation for the organisation involved both social and structural. "Display" assistants - Terry Emmitt, Di Lucas, Ms Trishal Shiel and Ms Jan Woodhouse are also deserving of thanks.

Above all, I must thank the first caretaker Executive for the support given, Neil Aitken, Earl Bennett, Frank Boffa, Charlie Challenger, Hedley Evans (now overseas), Robin Gay and George Malcolm form an able team and collectively we hope to continue on at the development pace now set. Particular thanks to Frank Boffa for his able "secretarialship"; an honourous task which is getting rapidly larger.

Thank you.



A.E. Jackman,  
Chairman, Executive Committee, N.Z.I.L.A. (Inc.)

2017.04.04.00

NEW ZEALAND INSTITUTE OF LANDSCAPE ARCHITECTS (INC)Income & Expenditure Account  
For the period ended 31 July 1974INCOME

Subscriptions	1551.00
Meetings	273.00
	<u>1824.00</u>

LESS EXPENSES

Accountancy and Audit Fees	50.00	
General Expenses	19.98	
Printing, Stamps & Stationery	277.71	
Meeting Expenses	288.19	
	<u>635.88</u>	
		<u>\$1188.12</u>
		=====

BALANCE SHEET

As at 31 July 1974

CURRENT ASSETS

Bank of New South Wales	1245.20
Accounts Receivable	72.50
	<u>1317.70</u>
TOTAL ASSETS	
Less Accounts Payable	129.58
	<u>\$1188.12</u>
	=====
MEMBERS FUNDS	

AUDITORS' REPORT TO THE MEMBERS OF NEW ZEALAND  
INSTITUTE OF LANDSCAPE ARCHITECTS (INC )

We have examined the above balance sheet and income and expenditure account which, in our opinion, give respectively a true and fair view of the state of the Institute's affairs as at 31 July 1974 and of its income and expenditure for the period then ended.

*Clarke, Munzies & Co.* Chartered Accountants

CHRISTCHURCH, N.Z.  
19 August, 1974.

Auditors.

2017.04.14.00

N.Z. INSTITUTE OF LANDSCAPE ARCHITECTS (INC.)

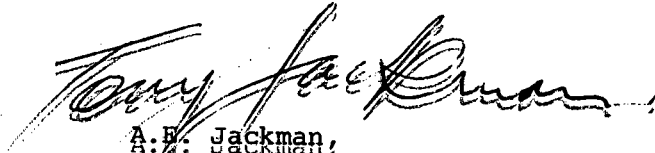
REVIEW OF CHAPTER ORGANISATION PROPOSALS PREPARED TO DATE FOR THE  
A.G.M. AUGUST 15th, 1974

Under the President's authorship a first preliminary format for discussion has been circulated to members known to be interested in early preparation of a Chapter Organisation document. Any members are welcome to peruse and comment on this skeletal document, copies of which I will send if requested, but are advised that a more solidly prepared article will be forthcoming when comments from the first circulation are all to hand for analysis.

Briefly, the proposed Article dealing with Chapter Organisation is based on guidelines supplied by The N.Z. Institute of Architects, and formats of the American Society of Landscape Architects.

At this point no area in New Zealand would meet the guideline requirement of 15 members, 10 of whom are to be corporate members, suggested as a basis of Chapter Organisation in any one geographic area; although Christchurch approaches this figure with 8 corporate members and many affiliates. In fact Canterbury has formed an informal "Canterbury Landscape Group", with separate banking facilities from N.Z.I.L.A. accounts to run entertainment evenings which are obviously solely Canterbury based. Should other areas feel this is also a local requirement please inform this Executive of such an intent.

In the meantime however, it is Executive's general policy that Chapter Organisation proceed slowly but surely:



A. B. Jackman,  
President,  
N.Z.I.L.A.

RULES FOR GROUP ORGANISATION

## Article X

- (a) Group organisation: A group shall consist of not less than 15 Honorary Fellows, Fellows, Associates, Affiliates and subscriber members of the Institute located in a defined territorial area, of whom at least 10 shall be Fellows and/or Associates.
- (b) Any group as qualified by Article X (a) may petition the Institutes Executive Committee for the purposes of establishing a group.
- (c) The official designation of the group shall be "..... Group of the NZILA.
- (d) The Group shall be governed by a Group Committee comprised of a Chairman and Secretary/Treasurer.
- (e) All addresses of Group members are to be recorded on a register or role.
- (f) Members may be admitted to a group by applying to the Secretary of the Territory in writing.
- (g) A member moving from one group area to another during a year in which his dues have been paid, shall not be required to pay dues in the new area for that year. If he has not paid his dues, he shall be required to pay dues for that year in his new group area.
- (h) The election of Group Officers shall take place within one month following the Annual General Meeting of the Institute.
- (i) The Group Secretary shall notify the Institute Executive Secretary of the results following elections. He shall advise the Executive Secretary promptly when vacancies occur and when they are filled.
- (j) The Group shall establish dues and collect such funds as may be necessary for its operation and accomplishment of its purpose.
- (k) No funds of the Group shall inure to the benefit of any person whomsoever.
- (l) In the event of the disbandment of the Group, all property and funds of the Group shall become the property and funds of the NZILA Inc as the parent body.
- (m) A Groups rules shall not be or become inconsistent with the Institutes Constitution. Upon a change in the Institutes Constitution, each Chapter shall, if necessary, amend its rules accordingly, and advise the National Executive within six months that this has been done.

- (n) Only Honorary Fellows, Fellows and Associates shall have the right to vote on amendments to the Groups Rules.
- (o) Groups may issue public statements in their own name. However, no Group shall issue any public statement purporting to have the approval of the Institute, without first obtaining the written consent of the President, except in the case of a direct quotation from an officially adopted and published statement of policy or other official document of the Institute.
- (p) At the beginning of each year, the Committee of each Group shall report to the Institutes Executive Committee of the previous years activities of the Group.
- (q) A Group may be voluntarily disbanded by a two thirds vote of its entire membership, on mail abllots sent or handed to the Group Secretary at a meeting called for this purpose not less than thirty days after the issue of the ballots.
- (r) A Group may also be disbanded by vote of the Institutes Executive Committee in which a majority of the votes cast shall be in favour of the disbandment for violation of the Institutes Constitution, for lack of minimum membership, or for other due cause, provided that the Group shall have been given, in the judgement of the Executive Committee, a fair opportunity to hear the charges against it and to present reasons why it should not be disbanded.
- (s) The disbandment of a Group shall become effective, if voluntary, upon the receipt by the Secretary of the Institute of official notice from the Group Secretary. Disbandment by vote of the Executive Committee shall become effective upon certification by the Secretary of the Institute that the required number of votes favouring disbandment have been received from members of the Executive.
- (t) Upon disbandment of a Group, the territorial limits of an adjacent Group shall be modified by the Executive to incorporate the area of the disbanded Group.

1974

2017.04.05.00

Policy on Education and Educational Standards.

The paragraphs given below have been accepted by N.Z.I.L.A. Executive as a preliminary statement of N.Z.I.L.A. policy on Education and Educational Standards, and is recommended for adoption by membership.

The acceptance of a basic policy statement is a necessary pre-requisite before further studies, on matters of detailed procedure, can be carried out.

Basic N.Z.I.L.A. Policy on Education and Educational Standards.

1. N.Z.I.L.A. must establish and support a strong policy on Education and Educational Standards as a major platform, which is of significance in justifying its own existence as a professional body.

2. As a means towards the realisation of this policy the N.Z.I.L.A. must establish stated structures for training and experience regarded as acceptable for Associate membership. It is recommended that the minimum periods accepted shall be:

(a) Academic training.

- (i) Four years, for full-time undergraduate courses in Landscape Architecture
- (ii) Two years, for full-time post-graduate courses in Landscape Architecture.

(b) Professional experience.

Two years in approved landscape architectural practice, together with a test of professional ability. At least one year of this period shall be subsequent to any course of study, and at least one year shall have been spent in practice in New Zealand.

3. As part of the process of attaining this policy, the N.Z.I.L.A. must establish a Model Course structure, which defines the breadth and depth of such studies as are considered relevant to New Zealand's needs and conditions. Such a structure must also contain such basic elements as would be required to fulfil the needs likely to be demanded by overseas institutes in any "equivalence" considerations on their parts. It will also serve as a "measuring stick", against which to gauge courses offered to the N.Z.I.L.A. for consideration as fulfilment of the "academic training" structure for Associateship.

(NOTE: It should be appreciated that the periods of academic training and practical experience are those which are currently being sought by the I.F.L.A. study group concerned with the international cross-crediting of academic qualifications. New Zealand must attain these standards for Associate membership if we are to have credibility).

4. The N.Z.I.L.A. should encourage entry to the profession primarily through full-time educational courses of Associate-level, status. It should also seek an opportunity to present its point of view, at an appropriate time, to educational establishments offering such courses. The acceptance of any course, as providing training suitable for Associateship or towards Associateship, should depend upon a formal inspection of work programmes by the N.Z.I.L.A. and subsequent satisfactory report upon such an inspection.

5. Where persons seeking Associate Membership have been unable to attend courses offering full academic exemption, the N.Z.I.L.A. should seek to offer opportunity for eventual entry to this grade of membership through the process of requiring, for academic acceptance:

(a) possession of a qualification from a formal course of landscape training, of sub-professional status

(b) satisfactory completion of recommended supplementary courses of part-time study, conducted by recognised teaching institutes.

(c) private study, using reading lists produced by the N.Z.I.L.A.

(d) the passing of formal examinations conducted by the N.Z.I.L.A. However, such a process should be considered a second line of entry, aimed primarily at those for whom a course offering full academic acceptance has, for some reason, been unavailable, and not as an alternative to such courses where the opportunity is available.

(NOTE: The precise course of action in such cases should be determined by comparing the student's formal qualifications with the Model Course structure, so that a procedure for further study may be recommended. This process will ensure that the educational background of all Associate Members shall reach a minimum required standard).



2017.04.06.00

NEW ZEALAND INSTITUTE OF LANDSCAPE ARCHITECTS INC.REPORT ON PUBLICITY SUB-COMMITTEEPREPARED FORFIRST ANNUAL GENERAL MEETINGLINCOLN COLLEGE - WEDNESDAY 21st AUGUST, 1974.

In accordance with an instruction given by the General Meeting of 3rd November 1973, the Publicity Sub-committee has prepared and circularised approximately 250 notices regarding our formation to local authorities throughout New Zealand, and sent personal letters to the following professional institutes and organisations:-

New Zealand Institute of Architects.  
New Zealand Institute of Surveyors.  
Quantity Surveyors' Institute of New Zealand.

New Zealand Planning Institute.  
New Zealand Institution of Engineers.  
New Zealand Institute of Parks and Recreation Administration.

New Zealand Institute of Draughtsmen.  
New Zealand Industrial Design Council.  
New Zealand Institute of Valuers.  
Real Estate Institute of New Zealand.  
Royal New Zealand Institute of Horticulture.

Ten replies have now been received and all have expressed their willingness to accept an article for their publications. In response to this, Earl Bennett has written an article for the N.Z. Institute of Draughtsmen, and Tony Jackman has written one for the Real Estate Institute of N.Z.

The Tourist and Publicity Department has recently appointed a panel comprising professional institutes and organisations to evaluate and present awards for tourist complexes and facilities in terms of design and environmental considerations in general. Our Institute was invited to nominate a representative, and the Executive Committee at its recent meeting felt that the choice of Robin Gay was particularly appropriate in view of his past and present experience, his wide range of contacts and the fact that he is in Wellington. Happily - Rob has accepted nomination.

Finally, my thanks to the members of the Publicity Sub-committee for their imagination, enthusiasm and help throughout our first year.

Neil Aitken

Publicity Officer, Executive Committee.  
N.Z.I.L.A.

2017.04.07.00

NEW ZEALAND INSTITUTE OF LANDSCAPE ARCHITECTS INC.

A SUGGESTED CODE OF ETHICS

THIS PROPOSAL HAS BEEN PREPARED BY E. MULLIGAN, J. ARCHER, H. BAXTER & F. BOFFA FOR YOUR COMMENT AND FOR 'CRITICISMS'. WE WOULD LIKE ANY COMMENTS YOU WOULD LIKE TO MAKE AND FORWARD TO FRANK BOFFA BY SEPTEMBER 27th, 1974.

- A. THE LANDSCAPE ARCHITECT ACTS AND PRACTICES ALWAYS IN A MANNER BRINGING CREDIT TO THE HONOUR AND DIGNITY OF THE PROFESSION.

The landscape architect avoids acceptance of any position or work where personal interest could conflict with professional judgement.

The landscape architect neither pays nor accepts commissions for securing work.

The landscape architect will not reduce his fee to obtain work or solicit the clients of another landscape architect. No will he or she use a salaried position to complete unfairly with other landscape architects.

The landscape architect will not undertake projects on which he knows another landscape architect has been employed unless he first notifies the original landscape architect and is conclusively satisfied that the original employment has been terminated.

The landscape architect in discussing other landscape architects either in public or private should render due and honest respect and consideration to the others professional reputation, integrity, judgement and business ability.

The landscape architect avoids commercial advertising in any form and participates in those competitions acknowledged by the Institute only.

The landscape architect, when co-operating with other professions should be sure in advance that the kind and degree of this co-operation are made as unmistakeable as possible to both the professions and the client so that it will be for the greatest benefit of the client and fair and equitable to the professional reputation of all concerned.

The landscape architect will endeavour to guard the interests of the contractor by making every reasonable effort to provide him with complete definite clearcut plans, specifications, material requirements and conditions of work and will condemn workmanship and materials that do not conform to his requirements.

B. THE LANDSCAPE ARCHITECTS FIRST AND FOREMOST RESPONSIBILITY IS TO HIS CLIENT.

The landscape architect shall preserve the confidence of his client or employer.

The landscape architect shall not work simultaneously on assignments which are in direct competition without the agreement of the clients concerned.

The landscape architect shall only engage in investments and business relations outside his profession that will not influence his judgement and interfere with his responsibility to his client without the full knowledge of his client.

The landscape architect, with regard to fees, will offer his or her professional services on the accepted basis of fee, salary or royalty to be paid only by his client or employer as opposed to any commercial or speculative profit on materials or labour.

C. THE LANDSCAPE ARCHITECT ACCEPTS THE PROFESSIONAL OBLIGATION TO FURTHER THE SOCIAL AND AESTHETIC STANDARDS OF THE COMMUNITY.

The landscape architect shall practise in a manner that will support the human rights of all and shall not discriminate against any employee or applicant because of sex, race, creed or national origin.

The landscape architect shall encourage education and research relating to landscape architecture.

The landscape architect furthers the welfare and advancement of the profession by participating in the activities of the Institute.