Reference	BOT19/FEB/15A
Date	Wednesday 6th February, 2019

RTPI Nominations Sub-Committee - Annual Report 2018

Background

This is the fifth annual report of the Nominations Sub-Committee. The sub-committee was established by the agreement of the Board of Trustees on 26th September 2012 and was appointed with effect from 1st January 2013. It met for the first time on 7th March 2013.

The Board of Trustees has agreed that the sub-committee will take delegated responsibility on behalf of the Board for scrutinising member applications for nomination to external bodies, co-option to the Board of Trustees, General Assembly and standing committees. The sub-committee will consider such other selection processes as are referred to it by the Board or standing committees. The sub-committee is devoted exclusively to decision-making.

Diversity

All decisions on appointments are made with due regard to the benefits of diversity. Information regarding the make-up of General Assembly, Board, Committees and prior appointments with regards to gender is available to the Sub-committee. Members of the sub-committee receive equality and diversity training.

The Committee in 2018

In 2018 the following were members of the sub-committee:

- Ian Angus MRTPI (Chair)
- Lucy Seymour Bowdery MRTPI (Vice Chair)
- Andrew Taylor FRTPI
- Peter Geraghty FRTPI
- Bernadette Hillman LARTPI

Meetings

As per the terms of reference of the sub-committee, business can be conducted electronically, therefore the use of virtual meetings is encouraged by the sub-committee and members are able to dial in rather than attend in person. This is both a sustainable and cost effective way of operating. In 2018 all sub-committee meetings were held electronically. These meetings were considered a success. Facilitating factors included the length of the agenda, the inherent decision-making aspect, the number of participants on the call and ensuring that members were prepared for each meeting.

The sub-committee met six times on 22nd February, 24th May, 25th July, 6th September, 7th November and 14th November. The meetings in July and on November 14th were short meetings to consider a single matter.

Attendance

Attendance at sub-committee meetings during 2018 is as follows:

	February	May	July	September	November 7	November 14
Ian	✓	✓	✓	✓	✓	✓
Lucy	✓	✓	n/a*	✓	✓	✓
Peter	✗	✓	✗	✓	✗	✗
Andrew	✓	✓	✓	✓	✓	n/a*
Bernadette	✓	✗	✓	✓	✗	✓

*Non-attendance due to a conflict of interest

A) Matters delegated to the sub-committee for decision

- Determination of RTPI representation to such external bodies as are referred to them by the Board of Trustees.
- Co-option to the Board of Trustees, General Assembly and standing committees where a vacancy exists.
- Determination of applications for Fellowship of the Institute.
- Determination of whether a nominee for Honorary Membership satisfies the requirement that they are not a Chartered Member or eligible to be so.
- To confirm that proposed recipients of regional awards for outstanding service meet the eligibility criteria and standard.

In 2018 the following decisions were made by the sub-committee:

1. Fellowship

The following fellowship citations were considered by the sub-committee:

Craig McLaren for leadership especially his work supporting the cross professional working and influencing Scottish planning policy and his work with planning schools and the creation of Scotland's best places. *Decision – awarded fellowship*

Lindsey Richards for her wide range of roles and work within the public sector as well as her establishment of the planner's network. *Decision – awarded fellowship*

Sue Bridge for her huge breadth of leadership and her 'above and beyond' section. *Decision – awarded fellowship*

Diane Fitzsimons for her support to planners and demonstration of a transformative role. *Decision – awarded fellowship*

Colin Haylock for his contribution to others in the profession and the range of work and experience he demonstrated. *Decision – awarded fellowship*

Kieron Hyams considered a good application with parise for its geographical reach, contribution and presentation of the impact of his services. *Decision – awarded fellowship*

Jonathan Manns for his impact in terms of innovation and his international work. *Decision - awarded fellowship*

Wei Yang for her international impact as well as her innovation and thought leadership. *Decision - awarded fellowship*

Gary Halman for impressive leadership skills, contribution to others in the profession and the range of achievements, approach and professionalism demonstrated. *Decision - awarded fellowship*

2. AcSS Fellowship

The following citations were considered by the sub-committee:

Mike Hayes. *Decision – nominated for fellowship of AcSS*

Andrew Pritchard. *Decision – nominated for fellowship of AcSS*

Prof. Brian Evans. *Decision – nominated for fellowship of AcSS*

3. AcSS Council Nomination

The sub-committee considered one AcSS council nomination:

Tony Crook. *Decision – nominated for potential election to the AcSS Council*

4. Associate Position on the General Assembly

No nominations were received for the Associate election to the General Assembly. Only Associates can nominate and they find it difficult to find other Associates to nominate due to the absence of networks. In the absence of nominations for election the sub-committee has the authority to co-opt to the two vacant positions. Four applications were received.

Atefeh Motamedi. *Decision – co-opted onto the General Assembly*

Jayanand Kumaraguru. *Decision – co-opted onto the General Assembly*

5. Legal Associate Position on the General Assembly

Two applicants were received for the single position. Both were commended on the strength of their applications.

Tola Amode. *Decision – co-opted onto the General Assembly*

6. CAP Vice-President

Peter Geraghty. Decision – appointed CAP Vice-President

7. Conduct and Discipline Panel Vacancies

Two of the six panel members including the chair were standing down.

Lauren Thompson. *Decision – appointed to the conduct and disciple panel*

Antony Fussey. *Decision – appointed to the conduct and disciple panel*

Simon Clewlow. *Decision – appointed to join the appeal pool*

8. MAAP Chair

Two candidate had applied for the position.

Nick Baker. *Decision – appointed Chair of MAAP*

9. MAAP Young Planners Representative

Two candidates had applied for the position.

Ellen Timmins. *Decision – appointed as Young Planner Representative to MAAP*

10. Representative on the Right to Build Taskforce

Martin Willey. *Decision – appointed as RTPI representative on the Right to Build Taskforce.*

11. Representative on the Transport Planning Board

Three candidates applied. One was the current representative and had been for six years so the committee decided the candidate should not be reappointed in line with the six-year rule.

Nick Perrins. *Decision – appointed as RTPI representative on the Transport Planning Society Board*

Edward Cheng. *Decision – appointed as reserve representative on the Transport Planning Board*

12. ELLC Appointment

An individual elected through the normal process had to stand down as they were not available for two of the three meetings in the year.

Claire Davies. *Decision – appointed to ELLC*

13. Vice Chair of the Young Planners Network

The Young Planners' Network has decided to create a role of Vice-Chair and asked the subcommittee to make the decision about who is appointed. Two members expressed an interest. The committee were impressed with both citations and encouragement was to be given to the unsuccessful candidate to get involved in other ways.

Laura Archer. Decision – *appointed as Vice Chair of the Young Planners Network*

14. Membership Assessment Advisory Panel

The panel is a sub-committee of the RTPI Membership and Ethics Committee with delegated responsibility for scrutinising routes to chartered membership and inputting into the management of Assessments of Professional Competence and assessments for membership of the Associate and Legal Associate classes. Membership for 2019-20 were considered by the sub-committee. The sub-committee approved the extension of the term of office for three current members of the panel until December 2020. The sub-committee approved the appointment to the vacant role representing Experienced Practitioner Assessment of Professional Competence Assessor (EP-APC) for the period of two years until December 2020. The sub-committee approved the appointment to the vacant role representing Licentiate Assessment of Professional Competence (L-APC) for the period of two years

up to December 2010. Finally the sub-committee approved the appointment of two candidates to the vacant roles representing Learning Partners employers.

Heather Claridge. Decision – *extension of term of office until December 2010*

Ian Kinloch. Decision – *extension of term of office until December 2010*

John McCarthy. Decision – *extension of term of office until December 2010*

Lorraine Robertson. Decision – *appointed as EP-APC representative until December 2010*

Deborah Baker-Barnett*. Decision – appointed as L-APC representative*

Libby Hindle*. Decision – appointed as Learning Partner representative*

Natalya Palit*. Decision – appointed as Learning Partner representative*

15. Construction Industry Council Diversity Panel

In September 2016 the sub-committee selected Rob Krzyszowski as the RTPI representative on the CIC Diversity Panel. Claire Brown was appointed as his deputy. This is a three-year appointment Rob has served in the role for two years but due to other commitments has requested to stand down. Claire has attended various events and is familiar with the panel and its activities. The sub-committee agreed to appoint Claire as the representative in Rob's place

Claire Brown. Decision – *appointed to represent the RTPI on the CIC Diversity Panel*

B) Matters delegated to the sub-committee for consideration and recommendation to the Board of Trustees for decision

To consider whether nominations for Honorary Membership meet the eligibility criteria and advise the Board on the nomination's merit.

To consider potential proposals for recipients of the RTPI Gold Medal and advise the Board as to whether the criteria for the award have been met.

To consider nominations for national awards for outstanding service and make a recommendation to the Board of Trustees.

The following recommendations were made by the sub-committee:

16. Honorary Membership

The Board of Trustees has the authority to elect individuals to Honorary Membership of the RTPI under the Regulations. Candidates for Honorary Membership shall be a distinguished person who has taken a special interest in town planning, whose membership of the Institute would, in the opinion of the Board of Trustees, assist in promoting the objects of the Institute and who is not qualified for election as a Chartered Member. Honorary Membership is not a way of recognising existing Chartered Members, for whom the Outstanding Service Award and Gold Medal are the appropriate means. In May 2013, the Board of Trustees agreed that Honorary Membership should in future be awarded for the member's lifetime. (Previous recipients were awarded Honorary Membership for renewable terms of five years. In 2013, those recipients were invited to take up extension of Honorary Membership for their lifetime).

Sir Peter Soulsby. *Recommendation - award of honorary membership of the RTPI*

17. Outstanding Service Award

The criteria for the award are:

- active service to the Institute (in various voluntary roles such as the RTPI Executive Board, General Assembly, Committees, Networks, Panels, Nations and Regions) over an exceptional period will be the basic criterion for the award.
- "service" will usually connote active participation in some defined capacity.
- length of membership of the Institute or the holding of Branch (Regional) or National office for a limited period will not usually be regarded in themselves as constituting outstanding service. As the purpose of the award is to recognise service to the Institute, service to or eminence in the profession generally will not in themselves be qualifying grounds for an award.

Previously, the criteria had been as stated above, except that "outstanding" usually connoted service to the Institute over a period of at least twenty five years. The requirement for 25 years' service has now been removed. On 16 May 2013, the Board of Trustees agreed the revised criteria and process for the award. The Board agreed that:

- there should be an Institute-wide approach to the Outstanding Service Award, which will be awarded for service in any part of the Institute, including regional, national or international level. The award should be recognised through a framed certificate, but should not include a separate badge of recognition proposed in the paper;
- each Region and Nation will be able to nominate a maximum of one candidate per year, but there will be no obligation to nominate every year. It will be possible for more than one award to be made each year;
- all nominations for an Outstanding Service Award should be referred in the first instance to the sub-committee for them to consider whether the eligibility criteria are met; and
- outstanding nominations from the old system should be dealt with as a matter of priority under the new system.

The following applications were reviewed by the sub-committee:
Neil Harris. *Recommendation – to be awarded an outstanding service award*
Richard Arkwell. *Recommendation – to be awarded an outstanding service award*
Mary McIntyre. *Recommendation – to be awarded an outstanding service award*
Alan Wenban-Smith. *Recommendation – to be awarded an outstanding service award*