



AILA Queensland Advocacy Committee

Australian Institute of Landscape Architects

Terms of Reference

Advocacy is a political process by an individual or group which aims to influence public-policy and resource allocation decisions within political, economic, and social systems and institutions.

Background

AILA and its membership is a key leader in shaping the development of sustainable places in Australia. It must have sound policy and a robust evidence base to support its agenda. AILA strives for greater clarity in our policy and in our approach to advocacy – policies that clearly advance AILA's vision and mission and an advocacy voice that is a powerful reflection of our brand and our target audiences.

These Terms of Reference (ToR) for the Queensland Chapter Advocacy Committee advance this intention by defining the role of the Committee and the AILA membership in continuously advancing advocacy.

Purpose

- To provide the vehicle for the Queensland membership to advocate for the profession on state-based issues and to report back to the Queensland State Executive.
- To develop and deliver a local advocacy agenda which identifies opportunities, develop content and execute local advocacy initiatives.

Objectives

The objectives of this committee are to:

- Advocate the value of Landscape Architects to key groups such as clients, public, government and allied professions.
- To identify and assist in responding to current events of priority interest, and to aid communications and promotions that advance the role of landscape architecture.
- To strengthen relationships with other relevant professional bodies and universities in order to engage with key issues, link industry with research, and support collaboration.
- To encourage and foster engagement with Landscape

Architects across all sectors and to provide an accessible platform for the discussion of advocacy issues.

- Coordinate submissions that align with our purpose and identify other opportunities to influence legislation, policy and funding within local, state government and industry related organisations.
- Develop an informal database of members who are able and willing to contribute to submissions.

Membership

- Open to AILA Queensland Members.
- Committees will call for new members as required.
- 4-8 members (including State Executive Member) and State President or Vice-President (non-voting).
- The Committee will decide on a Committee Chair and may choose to elect other office bearers (Deputy Chair) or a co-chair as approved by the AILA Queensland Executive.
- Minimum quorum of 3 members.
- The QAC can co-opt AILA members with particular expertise to participate in working groups on an as needs basis to focus on specific activities. All working groups to report back regularly to the State Advocacy Committee.
- Term of appointment for chair position will be two years and a maximum of two consecutive terms with the option to continue after two terms at the discretion of the Chapter Executive and Committee.
- Each committee may co-opt up to two people to join the committee with no voting rights. Such co-opted members shall hold office for one year only but may be co-opted again for a maximum of four years in succession. These appointments are to be endorsed by the AILA Queensland Executive.



Accountability

- The Committee must adhere to adopted National and State Policies and strategies including AILA's Code of Conduct.
- The Committee must adopt AILA position statements on advocacy related matters which can be adopted to support relevancy in a local context through regional case studies.
- The Committee will liaise with Queensland Chapter Executive, other State Committees and working groups as required and report to the Executive throughout the year (outlined under role of chair)
- To facilitate its work the Committee is to hold face-to-face or online meetings at least quarterly and up to every six weeks.
- Each member must attend at least 50% of meetings to remain on the Committee.
- No formal minutes from meetings required, action points to be recorded and circulated to Committee members and AILA Chapter Manager.

Role of Chair

- The meeting schedules and agendas are to be set by the Chair in consultation with the Committee members
- The Committee Chair or representative will provide an update to the Queensland Executive at the following times:
 - Annual President's Breakfast/ Planning Meeting
 - Annual Chapter Meeting (update to Chapter members)
 - Attendance (online or in person) at one Executive meeting per year
 - A verbal update at other times may be required

Review of Terms of References

Terms of Reference will be reviewed as considered necessary, but at least every two years.

Approval Process

Approved By	Queensland Executive
Approved On	15 March 2021
Next Review	15 March 2023