



Australian Institute of  
Landscape Architects

# Terms of Reference

## Biodiversity Positive Design Working Group

### Strategic Linkage

#### Education Strategic Pillar

- Australia's landscape architecture programs, and student and academic communities are sustained and bolstered
- AILA's CPD program meets the needs of a growing and increasingly complex profession

#### Profile Strategic Pillar

- The role of landscape architecture is understood and respected by built environment professionals and the communities in which we live

### Background

In August 2019 AILA declared a "Climate and Biodiversity Emergency". Earth's ecosystems are in decline globally at rates unprecedented in human history – similarly, the rate of species extinction is accelerating, anticipated to have grave impacts for people around the world.

One million of the world's species are now under threat of extinction, according to the biggest-ever review of the state of nature on Earth and half of Australia's nationally-threatened animal species occur in areas planned for urban development particularly greenfield development, which represents a current threat to Australia's biodiversity. The Biodiversity Positive Design Working Group complements AILA's Climate Positive Design Working Group.

The Biodiversity Positive Design Working Group will support AILA members in adapting to and achieving biodiversity positive design objectives. It will also ensure AILA is aligned with global initiatives like the Post 2020 Convention on Biological Diversity statement, which seeks urgent action on biodiversity, equivalent to that stated within the Paris Agreement, and to deliver on AILA's "Climate and Biodiversity Emergency" declaration, which commits AILA to:

- continue to play a crucial role in leading the profession to respond to this unfolding Biodiversity Emergency.

- continue to lobby all levels of government to recognise the Biodiversity Emergency and allocate sufficient resources and advise on appropriate policy.
- promote landscape architecture as a leading profession in policy development and actions to respond to the Biodiversity Emergency.
- lead collaboration with allied professions, the community and supporting organisations that have made climate change emergency declarations.
- engage with international colleagues to support the efforts of the International Union of Architects (UIA) and the International Federation of Landscape Architects (IFLA) Indigenous Ecosystems Nodes and Corridors project (IEC+N) initiative.
- lobby for improved industry standards and practice.
- provide resources, education, and information to members on how they can respond to the Emergency.
- call on AILA's Corporate Partners to develop actions that respond to the Emergency.

### Purpose of the Biodiversity Positive Design Working Group

To provide support and guidance to the AILA Board in developing and implementing policy and activity



that supports the profession to deliver Biodiversity Positive Design.

## Objectives of the Biodiversity Positive Design Working Group

The Biodiversity Positive Working Group will assist AILA in the development and implementation of actions which support Biodiversity Positive Design in landscape architecture. A working draft for AILA's Biodiversity Positive Position Statement has been prepared by the Advocacy Committee, one of the first tasks of the working group will be to review this draft to ensure that the statement is cogent, clear, and actionable.

The AILA Biodiversity Positive Working Group is a working group of the Advocacy Committee activity and key areas include:

### Support for AILA members

- Set out principles for biodiversity positive design in the position statement for the benefit of AILA members.
- Provide a single point of contact for State and Territory related committees.
- Provide overall guidance and help focus Biodiversity Positive Design initiatives of AILA State and Territory groups to best utilise resources and avoid duplication.
- Identify priority areas for development of actions, tools and resources to support members in the short, medium, and long term through member engagement.
- Determine ways to recognise members for embedding Biodiversity Positive Design in their work input into the AILA Awards policy.
- Consider ways for members to set targets and measure the impacts of their work.
- Investigate opportunities and make recommendations to the Continuing Professional Development (CPD) Committee.
- Identify and delegate priority tasks on Biodiversity Positive Design to the appropriate State and Territory groups.
- Contribute to and share resources with the AILA member community through Memberscape.
- Establish an AILA Member Roadmap to 2030, to align with international post-2020 Convention

on Biological Diversity initiatives including time frames, success indicators, and review steps for the development of AILA Biodiversity Positive Design initiatives.

### Work cooperatively with others

- Provide support and advice to the AILA Board and the CEO on biodiversity positive outcomes to build upon existing relationships with IFLA, ASBEC, AIA, Engineers Australia, PIA, ACIF, the Landscape Contractors Association, and other relevant associations and bodies.
- Help establish or build upon existing working relationships for Biodiversity Positive Design between AILA and the CSIRO, MECLA, TERN, AUCN, Ecology Society of Australia, The Nature Conservancy, and The Australian Business and Biodiversity Initiative.

### Advocate to Government

- Ensure that the role of landscape architecture is understood and respected by all levels of Australian government providing guidance on Biodiversity Positive Design.

## Roles and Responsibilities of the Biodiversity Positive Design Working Group

- Advise how AILA could be a sustainable leader and become biodiversity positive and examine how to provide guidance and support to member practices to become biodiversity positive.
- Provide feedback and advice to the Board on Biodiversity Positive Design implications on AILA's strategic plan, its policies, position statements, plans, and services and any implications for other national committees.
- Advise on alignment of Biodiversity Positive Design in other AILA strategy, policy, position statements committees and working groups, education programs strategies, etc.
- Provide guidance to AILA on Biodiversity Positive Design messaging in AILA communications.
- Investigate funding sources and opportunities for AILA Biodiversity Positive Design initiatives.
- Identify areas for potential future research.



- Contribute to the promotion of AILA activities that support and promote Biodiversity Positive Design.

### Key focus areas and activities

- Submissions to government.
- Early priority to identify key immediate gaps in resources and training for members.
- Guide, coordinate, and delegate to State and territory biodiversity working groups.
- Support for members to help with their understanding of their environmental and carbon footprint.
- Progressive development of educational resources and continuing professional development outcomes for members including recommendations on priority training modules.
- Support the CEO and the AILA board in developing points of contact and relationships with similar committees in other institutes, government agencies, and political figures.
- Provide an initial draft action plan report for AILA within six months and a final within 12 months.
- Provide an updated action plan at the end of the two-year term incorporating any updates and learning from actions, implementation, and member feedback.

### Biodiversity Positive Design Working Group Membership

AILA Board will appoint committee members following the receipt of expressions of interest from members. The committee will comprise:

- A minimum of one AILA Board member.
- AILA CEO.
- Up to 7 appointed members. Term of appointment of two years, with a suggested maximum service of two(2) consecutive terms to allow other AILA members to participate. However, members may participate for longer to ensure continuity of the committee's activities, where appropriate.
- Ideally, all AILA membership categories will be represented on the Committee.
- The Chair(s) to be elected by the Committee and ratified by AILA Board.

- The committee secretariat is to be provided by an AILA staff member.
- A quorum for every meeting of the Committee is two thirds of the current appointed membership.

The Committee can co-opt AILA members with expertise to participate in working groups on an 'as needs' basis to focus on specific activities. All working groups to report back quarterly to the Committee.

Committee members are expected to participate in quarterly meetings, actively volunteer for assignments, and contribute to the tasks agreed upon.

Where consistent non-attendance (i.e. more than two consecutive meetings missed) is recorded, a Committee member may be asked to vacate their position.

### Accountability

The following is the quality control approach for the work of the Committee:

- All Committee work is to be reviewed and adopted by AILA Board prior to any public release.
- When adopted as an AILA policy or plan, the AILA Board may delegate delivery and/or implementation to the Committee.
- The Committee members must seek AILA Board approval (through the CEO) prior to issuing or re-leasing policies.
- The Committee members are to provide to AILA Secretariat documentation of the activities undertaken on behalf of the Committee, within one week of the activity, to contribute to the Committee member reports for each Committee meeting.
- Committee to provide a written report to AILA Board (via the secretariat) on work undertaken, at least two weeks prior to quarterly AILA Board meetings (3-4 times per year).

### Meetings and Records

To facilitate its work the Committee will:

- Hold quarterly meetings in an online setting as set by the Committee chair with secretariat; and
- Each member must attend at least three meetings per annum to remain on the Committee and other meetings as and when required, unless otherwise negotiated.



- The Committee will be provided with a cloud-based workspace, to be advised by AILA.
- The records of all meetings are to contain only decisions, recommendations, and actions.
- The outcomes of the Committee's work are to be collated and circulated by the secretariat for each meeting.
- Drafts of documents produced will be circulated to Committee members prior to being finalised, issued, and stored on the AILA server.

### **Review of Terms of Reference (ToR)**

CEO to conduct annual review of ToR with the Chair and Committee members.

### **Relevant AILA Policies**

- Climate Change policy
- Committee Code of Conduct
- Conflict of Interest Policy

### **Key Committee Collaboration**

- Advocacy Committee
- Climate Positive Design Working Group