



Terms of Reference

Climate Positive Committee (CPC)

Strategic Linkage

Strategic Value - Across all AILA Strategic Pillars

Sustainable AILA

- AILA has a financially stable base from which to develop and meet our strategic objectives.
- AILA continues to review and improve its Governance framework.
- AILA has a safe, supportive and growth oriented culture.

Membership

- AILA understands and is responsive to the needs of its members.
- The value proposition for AILA membership for all landscape architects is increasing.
- AILA registration is sought after by landscape architects and valued by stakeholders.

Education

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

Advocacy

- The role of landscape architecture is understood and respected by all levels of Australian government.

Profile

- 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. In April 2020 AILA released their Climate Positive Design Position Statement.

The statement provided three key objectives for members to:

- Understand the environmental and carbon impacts of what we do through evidence-based research.
- Manage and mitigate these impacts through good planning and design.
- Advocate and educate for better understanding of carbon neutral and climate positive design with our clients, colleagues, collaborators, stakeholders, and Government.

The position statement commits AILA to the objectives of climate positive design and support for AILA members in adapting to achieve climate positive design objectives.

As a result of the above, the Climate Positive Design Working Group developed a set of three volumes, published and endorsed by the AILA Board in 2022.

The three volumes consist of:

1. Action Plan for Australian Landscape Architects
2. Organisation Guide to Climate Positive
3. AILA Roadmap.

This set is a legacy for the Climate Positive Committee to promote and deliver the actions as set out in the volumes.

Purpose of the Committee

The overarching purpose of the Climate Positive Committee is to:

- Promote and deliver on the actions of the three volumes, as above
- To support the growth and understanding of Climate Positive action for the broader profession
- To support the broader profession by advocating for change at the various scales
- To support AILA and its members through the transition to Climate Positive.

Objectives of the Committee

The Committee will assist AILA in supporting the implementation of climate positive action (aligned with and guided by the principles outlined in the three volumes) and the guidelines set in Appendix 1.

Recognising that there are many areas outlined in the position statement referred to above, it is recommended that the Committee prioritise these by forming specialised groups to focus their efforts.

Roles & Responsibilities of the Committee

- Set internal working groups guided by the objectives as set out in Appendix 1 | Guidelines on Objectives.
- Preferably, the objectives as set out above are led by members with relevant experience and skill-set to support their delivery.



- Identify key immediate gaps in resources and training for members.
- Guide, delegate and co-ordinate State and territory climate working groups.
- Provide member support 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.
- In conjunction with the lead author, Update the Volume 1 action plan and volume 2 guide by the end of the two-year term incorporating any updates and learning from actions, implementation, and member feedback.

Committee Membership

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

- Up to 11 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.
- Members may participate for longer to ensure continuity of the committee's activities where appropriate.
- AILA committee membership should endeavour to reflect the diversity of the membership.
- 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 releasing policy or position statements.
- No interviews with the media or public statements without the approval of the CEO
- The Committee members are to provide 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
- Members 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

- AILA Constitution
- Code of Professional Conduct
- The Climate Positive Design Position Statement
- AILA Climate and Biodiversity Emergency Statement
- Action Plan for Australian Landscape Architects
- Organisation Guide to Climate Positive
- AILA Roadmap.

Key Committee Collaboration

- Continuous Professional Development Committee
- Advocacy Committee
- Biodiversity Positive Design Working Group
- Education Committee.

Appendix 1 | Guidelines on Objectives



Note: the objectives below are for guiding purposes only.

Advocacy team 2-3 members	
Advocacy to Government	<ul style="list-style-type: none"> • Help AILA establish relationships with key political figures regarding climate policy at Federal, State and local levels via relevant AILA channels/members. • Assist with writing submissions to government that relate to climate positive design.
International Advocacy	<ul style="list-style-type: none"> • Engage with international landscape architectural colleagues and climate committee members and groups within IFLA, ASLA, CSLA, NZILA, LI towards common goals and best use of resources. • Planning for AILA input into COP29. Apply immediately for AILA to have Observer Status at COP28 (process can take more than a year) in preparation for COP29.
Advocacy for Professional Clients	<ul style="list-style-type: none"> • Build upon existing relationships with ASBEC, AIA, Engineers Australia, PIA, the Landscape Contractors Association and other relevant associations and bodies.
Inter-profession Advocacy	<ul style="list-style-type: none"> • Help establish / build upon existing working relationships for climate positive design with: CSIRO, the Centre for Co-operative Research for low carbon living, Climate Works Australia, the Climate Council, Beyond Zero Living, the University of Western Sydney Eucface and TERN. • Investigate opportunities for relationships with agriculture / land sector managers.
Industry Advocacy	<ul style="list-style-type: none"> • Campaign #1. Aim for all LGA's in Australia to switch to all electric park and maintenance equipment.
Industry Advocacy	<ul style="list-style-type: none"> • Campaign #2. Encourage AILA members to approach their preferred landscape contractor to switch to all electric park and maintenance equipment/ or promote via the Landscape Contractors Association. See page 81 of Volume 1. • Campaign #3 Ensure Australian LGA's have and tree canopy targets urban forest strategies including end of life strategies for felled street trees to second uses - e.g. furniture.
Advocacy for AILA and its members	<ul style="list-style-type: none"> • Provide support and advice to the AILA Board and the CEO on climate positive outcomes to boost relationships with government, partners and industry bodies.
Research team 1-2 members	
Progression beyond the volumes	<ul style="list-style-type: none"> • Collaborate with members and universities to build research on sequestration. For example - ask if members can add to their specifications that any trees to be felled on their projects have height and DBH measured before felling, age estimated, and are weigh-bridged by the contractors after felling. • Undertake research into shrub material sequestration. Eg cutting down different planted shrub types, oven drying and weighing to understand sequestration rates.
Future-proofing	<ul style="list-style-type: none"> • Keep up to date with relevant standards and what is being released to ensure innovation and a progressive approach is maintained.
Industry Liaisons	<ul style="list-style-type: none"> • Continue collaborating with MECLA on the development of low carbon materials in the building and construction industry.
Communication and Promotion team 2-3 members	
Provide Support	<ul style="list-style-type: none"> • Provide guidance on climate positive design from all levels of government and industry bodies to AILA members and the broader profession.
Promote	<ul style="list-style-type: none"> • Promote all the work produced to date, specifically referring to Volume 3.
Support measures that rapidly reduce Australia's greenhouse gas emissions.	<ul style="list-style-type: none"> • Identify actions, tools and resources that will make the most difference to members in the short, medium and long term through member engagement. • Consider ways for members to set targets and measure the impacts of their work.
AILA Awards	<ul style="list-style-type: none"> • Monitor and develop guidelines on tools / measures to be used for climate positive design assessment on projects submitted for AILA onwards.

Appendix 1 | Guidelines on Objectives



Note: the objectives below are for guiding purposes only.

Education team 1-2 members	
Liaise with the education sector	<ul style="list-style-type: none"> Integrate climate positive theory, support and action in our education system.
Embed CPD in the processes	<ul style="list-style-type: none"> Review CPD processes to allow for climate positive action.
Participation with members team 1-2 members	
Collaborate with Committees and others on shared goals	<ul style="list-style-type: none"> Provide a point of contact for all AILA committees and sub-committees relating to climate positive action. Identify and delegate the immediate priority tasks on climate positive action as set in Volume 3. Research options for certified biodiverse carbon sequestration services for AILA members. Help other AILA committees establish relationships key political figures regarding climate policy at Federal, State and local levels via the relevant local AILA Committees.
Lead a Climate Positive Design Summit	<ul style="list-style-type: none"> Streamline the knowledge and outcomes sought by AILA for its members and the profession.
Continuous Professional Development	<ul style="list-style-type: none"> Consider ways for members to set targets and measure the impacts of their work Continue to support members through ongoing CPD events targeted to gaps in climate positive awareness.