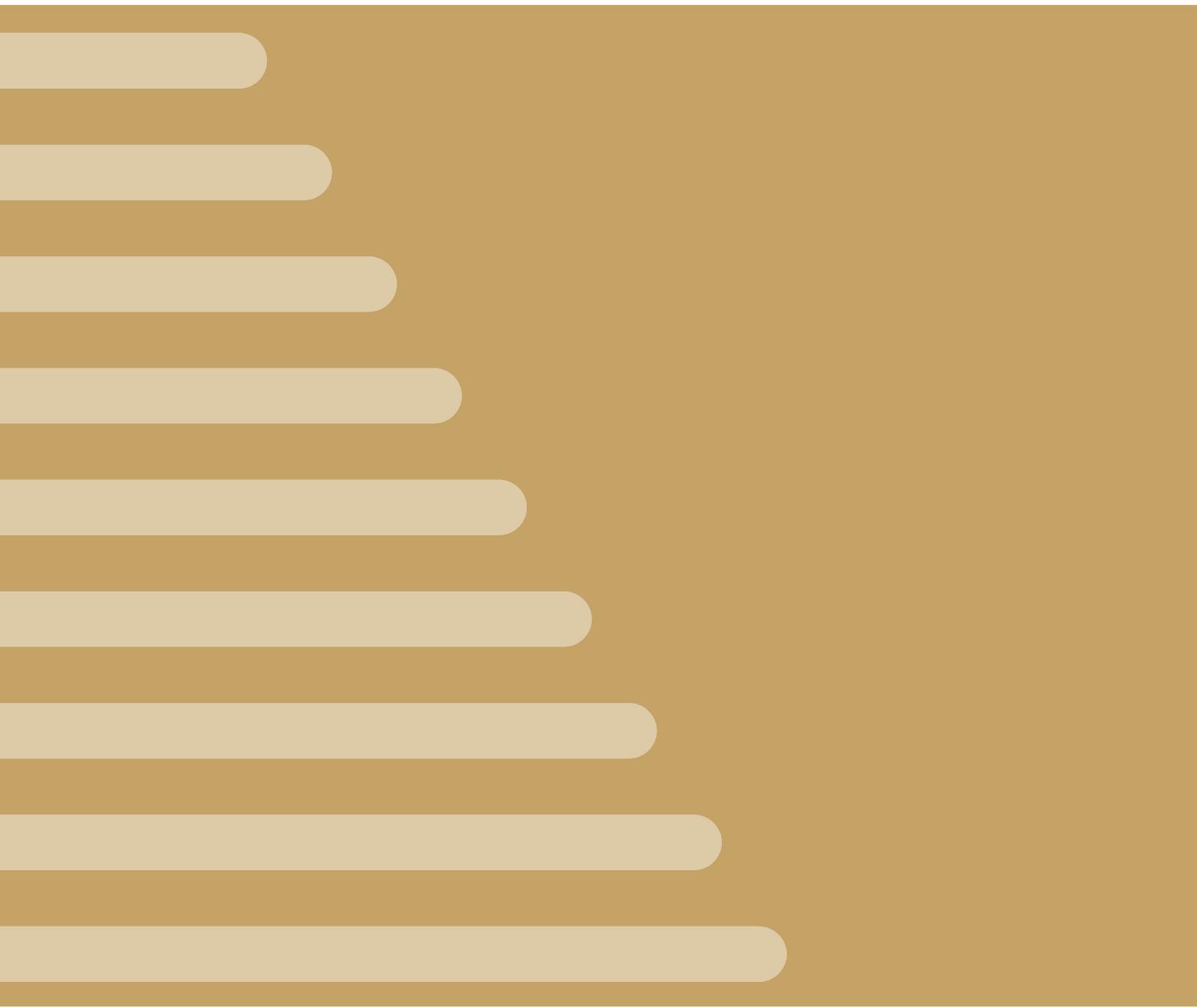


LANDSCAPE
ARCHITECTURE
AWARDS
JURY GUIDE 2022



Australian Institute of
Landscape Architects

ABOUT THE AWARDS

The Australian Institute of Landscape Architects (AILA) is the peak national body for Landscape Architecture.

AILA champions quality design for public open spaces, stronger communities, and greater environmental stewardship. We provide our members with training, recognition, and a community of practice to share knowledge, ideas, and action.

The AILA Landscape Architecture Awards program provides a key vehicle for the promotion of the achievements and work of landscape architects in Australia.

The Awards process is an opportunity for public and peer recognition of the landscape architects work, and demonstrates to industry, business, government and the wider community the positive impact our profession has on Australian lives through the planning and design of the built and natural environments.

The Awards program advance the profession of landscape architecture by encouraging excellence by members of the landscape architecture profession and fostering awareness and recognition of the work of AILA Landscape Architects.

For members, winning an Award provides recognition of exceptional practice. An Award is confirmation of landscape architects talent, commitment, and design excellence.

This Guide provides advice on the Awards judging process and the obligations and responsibilities of Jurors. Please read the Guide thoroughly and carefully as it will ensure that all entries are dealt with fairly, equitably, and consistently across Chapter and National jurisdictions.

If you require any further information or clarification about your role as a Juror, please contact your Jury Chair, AILA National or your local Chapter Manager.

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1. INTRODUCTION

1.1 Objectives

The Awards have the following objectives:

- To provide a vehicle for profiling the profession with the community and stakeholders via the media;
- To recognise achievements that display excellence in thinking, leadership and results;
- To recognise achievements across the spectrum of practice and across all scales and contexts;
- To use these achievements to effectively advocate for profession; and
- To use the program to build relationships with client groups, allied professions, and the community.

1.2 Selection of Juries

The National Jury is appointed by the AILA Board at the earliest possible convenience following the conclusion of the preceding National Awards ceremony. This reduces the likelihood of a conflict of interest with Jury members at the Chapter level (and subsequently the National) and provides a longer lead time to profile the National Jury.

To facilitate openness and transparency, members, Chapters and National Board will be encouraged to nominate prospective National Jurors through a call for expressions of interest for Chapter and National Juries.

Landscape architects on National and Chapter Juries will be AILA members. National Jurors will not serve more than two (2) years consecutively. Chapter Jurors shall not serve on a Chapter Jury for more than three (3) years consecutively.

The National Jury Chair will meet with the Chapter Jury Chairs at the commencement of the process to ensure clarity and alignment in the process and judging criteria.

1.3 Composition of Juries

A. National Jury Composition

If the immediate past President can serve on the Jury, they shall be the Chair. If the Immediate Past President cannot serve on the Jury, then the President will appoint a Chair. The composition of the Jury will be determined by the National Jury Chair with the approval of the President.

The jury composition is to demonstrate diversity and equitable representation in age, gender, cultural background, location and professional experience.

The National Jury will comprise of a minimum of 4 and maximum of 7 members including:

- (i) a minimum of 3 landscape architects who could be;
 - a. an AILA Board member (at the time of final judging)
 - b. the Chair of the previous National jury
 - c. a LA from a firm who has previously won an Award of Excellence
 - d. a regional representative
 - e. a public sector representative
 - f. a small practice representative
 - g. an academic
 - h. a graduate or emerging landscape architect
- (ii) a minimum of one allied professional, government or media representative.
- (iii) additional members can be added at the discretion of the Chair and by resolution of the Board.

B. Chapter Jury Composition

A Chapter Jury Chair will be appointed by the Chapter President in consultation with the Awards Committee (if applicable). The composition of the Jury will be determined by the Chapter President in consultation with the Chapter Jury Chair. The Chapter Executive will endorse the Chapter Jury prior to calling for entries.

The jury composition is to demonstrate diversity and equitable representation in age, gender, cultural background, location and professional experience.

The Chapter Jury will comprise of a minimum of four (4) and a maximum of seven (7) members including:

- (i) minimum three (3) landscape architects who could be;
 - a. the Chapter President (at the time of final judging)
 - b. the chair of the previous jury
 - c. a LA from a firm who has previously won an Award of Excellence
 - d. a regional representative
 - e. a public sector representative
 - f. an interstate representative
 - g. an academic
 - h. a graduate or emerging landscape architect.

- (ii) minimum one (1) allied professional, government or media representative;

2. ROLES AND RESPONSIBILITIES

2.1 Jury Roles

A. Jury Chairs

Jury deliberations and process are to be guided by a Jury Chair. Jury Chairs should ensure that their Jury:

- acts with politeness, fairness and respect to all entrants and fellow Jurors
- operates with rigour and consistency
- follows all required elements of the judging process
- measures all entries against all relevant core criteria

B. Jury members

Jury members are responsible for:

- upholding the integrity and value of the awards program
- acting completely without bias
- declaring any interest which may conflict or be seen to conflict with an ability to make a fair assessment and being prepared to withdraw accordingly
- making objective assessments considering all of the stated criteria
- encouraging robust and respectful discussion
- keeping in mind the outward focus of the Awards program when judging Awards

C. Guest/Lay Jurors (Allied professionals)

Guest/Lay Jurors may be invited to participate in a Jury and must follow the responsibilities of Jury Members as listed above. Guest Jurors can add diversity to decision making and can assist in public recognition of outcomes.

Guest Jurors should be appointed where they have a clear connection with landscape architecture or experience/knowledge relevant to the particular Jury. The Jury Chair and the landscape architect members of the Jury will assist and guide guest/lay jurors in understanding the process and any technical issues.

D. Observers

Observers may be invited to participate in a Jury Day at the discretion of the Jury Chair and approved by the Chapter or National President. They must observe the same responsibilities as a Jury Member but will not have any voting rights as part of the Jury.

E. Cross Category Award Guest Jurors

To assist with the specialist review of the Climate Positive Design Award, the Climate Positive Design Working Group Chair and/or an appointed member of the Climate Positive Design Working Group will support the jury in reviewing the applicants at state chapter and national level as required. This representative must observe the same responsibilities as a Jury Member.

2.2 Jury Responsibilities

A. Jury Commitment

Jurors will be dedicated to the commitment as a Jury Member through:

- Supply a headshot and short biography (100 words) to promote involvement in Jury by AILA
- Complete a Juror Agreement before gaining access to the online awards platform
- Attendance at Awards Briefing meetings (either online or face to face)
- Reviewing and scoring all entries via online awards platform (excluding any declared conflicts) against the Awards Core Criteria
- Attendance at Jury Day (either online or face to face over one (1) to two (2) days)
- Preparation of Citations (as per 2.2.D)
- Other responsibilities as requested by the Jury Chair or AILA

B. Confidentiality

Jurors shall not disclose any discussions that have taken place during Jury deliberations. All Jury deliberations are strictly confidential. Decisions are strictly confidential until the official announcement of the results at the annual Awards presentation. Any questions raised by members must be facilitated through the Jury Chair and guided by the National Jury Chair and President/Board.

C. Communication and Public Statements

Public statements regarding entries may only be made by the President (Chapter or National) or, subject to the approval of the relevant President, by the Jury Chair.

D. Citations

Juries are to prepare a summary statement (the Citation) for each awarded entry. These may be used for the Awards presentation event, presentation to the media and the profession through an online gallery, as well as an Awards booklet.

The Citation should be succinct and concentrate upon the positive qualities of the project or work. It must also be considered that in most cases the media will prefer easy to use and legible 'sound bites'. Please ensure that the citation can stand alone in representing the project – it is desirable to keep the Citation to one paragraph maximum. The Jury Chair will allocate the writing of Award Citations to each juror on the day of judging and set any specific requirements for the citation.

It is the responsibility of the Jury to ensure that all Citations are clear and simple in their description of the project and why it is receiving recognition. The Jury should consider the relevance of the Citation to the varied audience that may see/hear them, including the public. All Citations need to be provided to AILA by the agreed due date, having been subject to a proofing/editing process by the Jury Chair and supporting Jury members as required.

E. Jury Report and Awards Summary

The Jury Chair is expected to write a Jury Report to be used for public release. This should be between 200-300 words and provide an overview of the directions being taken by the profession, and the challenges and opportunities being taken up by members. The Jury Chair will also complete an Awards Summary at the conclusion of decision making to be reviewed by the National Jury Chair.

F. Conflict of Interest

Jurors must declare any direct or perceived conflict of interest regarding an Entry. A potential conflict of interest arises where a Juror has any:

- involvement in a submitted project whether financial, by participation in it at any time or through the approval process; or
- personal issues relating to the project including: personal bias towards client entrant or the project team, previous conflicts, direct family relationships, ethical/moral objections to the nature of the project or any of its components.
- Invariably some entrants may be a friend or colleague of a Juror, in which case the potential conflict arising from any such relationship is a matter for the integrity and ethical responsibility of the Juror concerned.

Jurors will be sent a list of entries to review to declare any conflicts of interest. AILA and the respective Jury Chair will record the conflicts. Some conflicts may be declared but decided that they will not require removal from discussions. In the event a conflict is identified, the juror must be removed from deliberations of that category and not participate or have any knowledge of the deliberations or awarded projects during jury discussions. Should a jury member have conflicts across more than four (4) categories they will be required to remove themselves from the jury.

Conflict of interest matters may then be elevated to the National Jury Chair and the AILA CEO if a consensus cannot be reached.

If a National Jury Chair is conflicted for a category, their conflicts will be presented to the AILA National Jury for review and discussed with the National President and AILA CEO. If a conflict is declared, the Jury Chair will nominate a chairperson from the jury to coordinate discussion for the relevant category.

If a Chapter Jury Chair is conflicted for a category their conflicts will be presented to the Chapter Jury for review and discussed with the National Jury Chair as required. If a conflict is declared the Chapter Jury Chair will nominate a Chairperson from the Jury to coordinate discussion for that category.

3. STRUCTURE OF THE PROGRAM

3.1 Awards Structure

The Awards has two stages, both occurring annually, where applicable. The first is a Chapter program and the second is the National program. There are separate Juries for each program.

Awards in each Category are based on a two-tier system, in decreasing order of merit. If there are 2 (two) or more entries submitted into a Category, then the Jury must award either an Award of Excellence or Landscape Architecture Award.

Note: if a Jury strongly feels no entry in a category should receive an award, they may apply in writing to the National Jury Chair for an exception, providing clear feedback as to their reasons. An award must be granted at a National level where there are two (2) or more entries in a category.

A. Award of Excellence

The first and highest Award in each Category is the 'Award of Excellence'. The Award is given to the work judged to be the most significant for the advancement of landscape architecture in each Category. There is only one winner of the Award in each Category in any year. The Jury is not obligated to make an Award of Excellence in a category.

B. Landscape Architecture Award

The second tier is the 'Landscape Architecture Award'. This is a work of excellence demonstrating consummate skill that contributes to the advancement of landscape architecture. Projects given an Award are the best projects in each Category that have not won the 'Award of Excellence'. More than one Award may be given in a Category.

C. People's Choice Award

Specific details to be determined at the Chapter level with the Chapter Executive.

D. Regional Achievement Award

This is a cross category award given in recognition of landscape architecture that has made a significant difference to improving the healthy communities and/or built and natural environments of regional Australia. Chapter Executives in collaboration with the Chapter Jury will determine the eligible key regions for their Chapter program. The Regional Achievement Award progresses through to the National Award and is assessed against other Regional Achievement Awards.

This award can be given in combination with an Award of Excellence or a Landscape Architecture Award - in this case it would be elevated to the National Awards to both the regional and category the project was awarded in. More than one Regional Achievement Award may be given in any region. Chapter and National Juries may choose not to award a Regional Achievement Award.

E. Climate Positive Design Award

This is a cross category award given in recognition of landscape architecture projects that have shown significant contribution to climate positive design. The project must show a strong effort toward climate mitigation (emission reduction), climate adaptation (such as consideration for urban heat, climate resilient cities, adapting to sea level rise and long-term bioclimatic shifts) while also contributing to social, environmental, and or economic benefits. Refer to AILA's Climate Positive Design Action Plan for Australian landscape architects.

The Climate Positive Design Award progresses through to the National Awards and is assessed against other Climate Positive Design Award entries. This award can be given in combination with another award and in this case it would be elevated to the National Awards as both categories the project was awarded in. More than one Climate Positive Design Award may be given in any chapter. Chapter and National Juries may choose not to award a Climate Positive Design Award. Refer to section 2.2A for required supporting documentation.

3.2 Progression of Awards from Chapter to National

Entries who have received an Award of Excellence, a Landscape Architecture Award, Regional Achievement Award and/or a Climate Positive Design Award at a Chapter level will proceed to the National Awards. The International Category is a direct entry to the National Awards. People's Choice Awards of specific chapter awards will not progress to the National Awards for judging.

Consideration of a project by the National Jury does not require a resubmission or a new Entry. The uploaded Chapter Award package and Jury citations form the Entry.

Only Chapter awarded projects from the current year are eligible for the following National Awards of the same

year. Projects can not be withdrawn by the entrant after they have progressed to the National Award level.

The presentation of National Awards will be programmed to coincide with the annual Festival of Landscape Architecture.

Projects not awarded by a Chapter may resubmit in future Awards programs.

4. AWARDS CATEGORIES

4.1 Award Categories

Awards of Excellence and Landscape Architecture Awards will be considered in the following Categories:

Category 1: HEALTH and EDUCATION LANDSCAPE

Projects in this category are constructed landscape projects in and surrounding institutional spaces including educational, health or aged care facilities. Projects in this category demonstrate how the design contributes to the usability and operation of the facility and the wellbeing of the user.

Excellence Award: (year) AILA National/Chapter Award of Excellence for Health and Education Landscape Awards: (year) AILA National/Chapter Landscape Architecture Award for Health and Education Landscape

Category 2: CIVIC LANDSCAPE

Projects in this category are constructed urban landscape projects that are public in nature and capture and contribute to the culture and amenity of the urban environment around them. Projects will demonstrate how the landscape architecture has contributed to the overall outcomes.

Excellence Award: (year) AILA National/Chapter Award of Excellence for Civic Landscape Awards: (year) AILA National/Chapter Landscape Architecture Award for Civic Landscape

Category 3: PARKS and OPEN SPACE

Projects in this category are constructed public parks and open space, or strategic open space projects that balance the demand for recreation, culture and the environment.

Excellence Award: (year) AILA National/Chapter Award of Excellence for Parks and Open Space Awards: (year) AILA National/Chapter Landscape Architecture Award for Parks and Open Space

Category 4: PLAY SPACES

Projects in this category are constructed play spaces or strategies which promote the notion of active play and embraces the temporal elements of the active play space.

Excellence Award: (year) AILA National/Chapter Award of Excellence for Play Spaces Awards: (year) AILA National/Chapter Landscape Architecture Award for Play Spaces

Category 5: INFRASTRUCTURE

Projects in this category are constructed landscape infrastructure projects, landscape strategies or works associated with civil infrastructure that demonstrates the successful integration of landscape values and which contribute to future sustainability.

Excellence Award: (year) AILA National/Chapter Award of Excellence for Infrastructure Awards: (year) AILA National/Chapter Landscape Architecture Award for Infrastructure

Category 6: CULTURAL HERITAGE

Projects in this category are constructed projects or strategies that demonstrate the restoration, conservation, enhancement, maintenance, or adaptive reuse of culturally significant sites.

Excellence Award: (year) AILA National/Chapter Award of Excellence for Cultural Heritage Awards: (year) AILA National/Chapter Landscape Architecture Award for Cultural Heritage

Category 7: LAND MANAGEMENT

Projects in this category are constructed projects or strategies for the restoration, conservation or management of significant landscapes that demonstrate a tangible physical outcome. The project may recognise and reconcile the natural and cultural values of communities and the landscape in which they are placed.

Excellence Award: (year) AILA National/Chapter Award of Excellence for Land Management

Awards: (year) AILA National/Chapter Landscape Architecture Award for Land Management

Category 8: TOURISM

Projects in this category are constructed or strategic projects that demonstrate excellence in landscape design and demonstrate a tangible contribution to tourism, either nationally or in the local region that significantly enhances the profile of the area.

Excellence Award: (year) AILA National/Chapter Award of Excellence for Tourism

Awards: (year) AILA National/Chapter Landscape Architecture Award for Tourism

Category 9: URBAN DESIGN

Projects in this category are constructed or strategic projects that demonstrate how the design, construction management and built outcome of the landscape, contributes to the wellbeing of the urban setting through the improvement of social interaction, economic activity, liveability, accessibility and safety. Projects will have a specific focus on how landscape architecture has contributed to the urban design outcome.

Excellence Award: (year) AILA National /Chapter Award of Excellence for Urban Design

Awards: (year) AILA National/Chapter Landscape Architecture Award for Urban Design

Category 10: LANDSCAPE PLANNING

Projects in this category are constructed or strategic projects and include strategic design and guiding policy documents and visual assessments for urban development, residential and planned communities, local community and rural or regional planning.

Excellence Award: (year) AILA National /Chapter Award of Excellence for Landscape Planning

Awards: (year) AILA National/Chapter Landscape Architecture Award for Landscape Planning

Category 11: RESEARCH, POLICY AND COMMUNICATIONS

Projects in this category may include published works, or unpublished Doctoral or higher degree manuscripts or reports in research and or practice that extend the knowledge base and advocacy of landscape architecture.

Excellence Award: (year) AILA National/Chapter Award of Excellence for Research, Policy and Communications

Awards: (year) AILA National/Chapter Landscape Architecture Award for Research, Policy and Communications

Category 12: COMMUNITY CONTRIBUTION

Projects in this category include constructed projects or strategies delivered either:

- As a pro bono service (or significantly reduced fee) to the community

OR

- Projects that have positively impacted a client or community group who would not normally have access to design expertise.

Entrants should clearly demonstrate the benefit provided by the project to the community, cultural group and/or neighbourhood in which it is located or which it serves (e.g. through client letters of support explicitly referring to benefits gained). Projects will demonstrate sound principles and values of landscape architecture, and must be sufficiently focused on the role of the landscape architect as opposed to contributing to a wider community development.

Excellence Award: (year) AILA National/Chapter Award of Excellence for Community Contribution

Awards: (year) AILA National/Chapter Landscape Architecture Award for Community Contribution

Category 13: SMALL PROJECTS

Projects in this category include those considered to be 'small' in terms of size or budget. Projects are recognised that have been constrained by size or budget restrictions, but have achieved a level of invention and creativity beyond these constraints.

Excellence Award: (year) AILA National/Chapter Award of Excellence for Small Projects

Awards: (year) AILA National/Chapter Landscape Architecture Award for Small Projects

Category 14: GARDENS

Projects in this category include constructed private and public gardens that contribute to the role and understanding of the garden in contemporary society and culture.

Excellence Award: (year) AILA National/Chapter Award of Excellence for Gardens

Awards: (year) AILA National/Chapter Landscape Architecture Award for Gardens

Category 15: INTERNATIONAL

Projects in this category include constructed or strategic projects that demonstrate a contribution to landscape architecture internationally.

Excellence Award: (year) AILA International Award of Excellence

Awards: (year) AILA International Landscape Architecture Award

Note: The AILA International Award of Excellence and the AILA International Award acknowledges the work of AILA members residing outside Australia and Australian-resident members undertaking commissions overseas. Projects entered in this Category must be located outside the eight State and Territory jurisdictions of the Commonwealth of Australia.

4.2 Other Award Categories

From time to time, the National Board may, by resolution, include one or more special Categories in the National Awards program. Any additional Categories will be publicised at the time of calling for entries and is entirely at the discretion of the National Board.

Similarly, Chapters may resolve to include one or more additional Categories in the Chapter Awards program that apply only in that Chapter. Winners in these Categories do not progress to the National Architecture Awards. Refer to your local chapter for any special requirements for Chapter based awards.

5. ELIGIBILITY

5.1 Eligible Entrants

Entry into the AILA National Landscape Architecture Awards is limited to a person, or a team where the landscape architectural component is under the substantive control or direction of a person, who is a:

- Registered Landscape Architect or Member, and
- Financial AILA member, and
- If the entrant is practice-based, the principal of the practice which is an owner or formal licensee of the copyright in the work being entered.

Where the Entrant does not own the copyright, the entry must be accompanied by a written agreement from the copyright holder stating that the work may be entered for an award.

5.2 Eligible Projects

To be eligible for entry into the AILA Landscape Architecture Awards, projects (where applicable) must have reached practical completion and be in all other respects complete to the point of enabling a proper assessment by the Jury, no later than 31 December in the year preceding the year of judging.

Projects are eligible to be entered into the awards for an unlimited period. Projects can be entered in multiple years if not awarded at the Chapter level.

If there are multiple stages to a project this should be identified within the Entry. Projects are eligible to be entered into the Awards for an unlimited period and can be entered in multiple years if unsuccessful.

Projects may be entered and awarded in more than one Category and stages of projects can be entered if the scale or breadth of work is spanning a significant period and the project has identifiable milestones.

For projects to be considered by the National Jury, they must have already been awarded an Award of Excellence or a Landscape Architecture Award at a Chapter level.

AILA may refuse an entry or remove it from consideration for an award if AILA is of the opinion that the entry:

- does not comply with the terms and conditions
- is inappropriate, offensive, indecent or illegal
- is a potential breach of a third party's copyright

Projects commissioned by AILA through an organisation or committee may not be considered for an award.

6. GUIDE FOR REVIEWING PROJECTS

6.1 Judging Process

A. National Jury

The process of judging nominees in each category is determined by the National Jury, but will generally be by consensus and include as a minimum:

- (i) consideration of all entry material for each entry against the core criteria;
- (ii) preparation of a written citation for each awarded project, agreed by a majority of National Jury members.

Information on Chapter Award winners will be made available confidentially to the National Jury as soon as Chapter decisions are confirmed and National Jury shortlisting will occur as soon as possible after all Chapter Award winners are determined. Site visits will not occur for the National Awards.

Each Chapter Jury Chair will be invited to brief the National Jury during the jury process.

The National Jury may obtain expert technical advice to assist judging of entries in specialist areas.

All decisions and outputs of the National Jury will be kept strictly confidential until announced at the National Awards presentation event.

Juries are required to make judgement on the quality of the project and not its presentation. The Jury needs to determine when decisions are considered final. Consideration should be given to a honeymoon period between which tentative final decisions are reached and when they are subsequently confirmed

by the Jury. The process might include agreement among the Jury that once the decisions are confirmed as binding by the Jury Chair that no further discussion can be entered.

B. Chapter and Juries

The judging process adopted by Chapter Juries will reflect the process required of the National Jury except that:

- shortlisting of entries is not mandatory
- all entries in a category may be required to present or submit to interview (either publicly or to the Jury alone)
- all entries in a Category may be visited (however not mandatory)

All entries should be displayed to the public where possible and utilise digital social media resources to promote the projects.

The Jury processes adopted in a Chapter should be consistent from year to year.

Smaller Chapters may share a Jury with a larger Chapter if the time and costs are prohibitive.

6.2 Dealing with Incomplete Entry Forms or Requesting Further Information

If a Jury believes that an entry is incomplete or there is a need for further information to be provided, the Juror/s, or Chair, are allowed the discretion to request the relevant AILA staff member to obtain further information or information not provided in the entry form, from the relevant entrants. This must be done within a reasonable timeframe to enable the entrant to respond. Liaison must be undertaken by an AILA staff member and not a jury member.

6.3 Re-allocation of Category

If an Entrant would like a project to be considered in more than one Category, the project will need to be entered in multiple categories.

During the Judging process, jury members may propose entries be considered in categories other than the entered category. Jurors will submit any proposed category changes to the Jury Chair for discussion by the jury. All proposed category changes must be submitted prior to Jury Day.

Juries may choose to consider projects in categories other than the Category the project was originally entered in, subject to the following:

- the entrant must not have opted-out of category changes
- the project must meet the entry requirements of the other Category
- where the project is deemed not to meet the entry requirements for a Category in which it is entered, it may be removed from that Category and considered in one other Category, for which it does meet the entry requirements
- the project must not be considered in more Categories than it was originally entered in, unless one or more of the other Categories has five (5) or less eligible entries

6.4 Site Visits

Site visits are not mandatory at the chapter, national or international level.

Site visits to selected projects may be undertaken by Chapter Juries. For shortlisted regional projects or in the event that smaller Chapters combine, Juries are not to delegate site visits to non-jury members. Instead, a sub group representing 50% or greater of the Jury should undertake the site visit.

It is important that site visits be conducted in a thorough manner with a complete inspection of as much of the entered project as possible.

Site visits will be arranged by the respective Chapter staff member. It is the responsibility of the Jury to ensure that prescribed timelines are adhered to. The opportunity to inspect projects, particularly those in private domains, should be seen as a privilege.

When visiting a site, Jurors are to:

- be punctual and call ahead if running late. In some instances there may be the need to reconfirm arrangements;
- where possible, ensure that contact is made with the appropriate person on site before beginning any sort of detailed inspection;
- ensure that the landscape architect is given adequate notice if required on site, so that they can be present while the Jury is visiting;
- be discreet in making comments; and convey the Jury's gratitude appropriately
- not to accept gifts, catering or other benefits;
- be fair to all projects.

6.5 Presentation by Entrants

The Jury is encouraged to provide an opportunity for Entrants of projects to present to the Jury, in an open public forum. This is best done after any site visits have taken place. Entries may be presented by video conference at the discretion of the Jury and Chapter Executive or National Board.

6.6 Decision Making

Jurors will be able to view the entry information for entries relevant to their jurisdiction prior to meeting with fellow Jurors. Jurors are sent Entries electronically by an AILA staff member, and based on the material provided, will be asked to individually score entries against the core criteria. Jurors will also be able to make confidential comments against each entry that will only be viewed by AILA Staff and the Jury Chair prior to Jury Day. Jurors may draw up personal short listings for categories. At least four (4) weeks is generally allowed for this process.

The Jury then meets face-to-face (either virtually or in person) to finalise combined short lists and decide together upon short listing (if relevant), and the allocation of all the levels of awards across all Categories. When the Jury meets, the online images and data can be projected or viewed on a large screen (if meeting in person) or via share screen (if meeting virtually) for all to share. Either the relevant AILA staff member or an appointed Juror may manage this process.

The process of judging submissions will consider all entry material for each Entry against the Core Qualities. This meeting should also include the provision of written Jury Citations, and Jury Chair Report for publication in relevant AILA and external media publications.

When the Jury meets, a table of all submissions should be used and then each Juror should be called on to indicate which projects have been deemed to be either;

- yes: worthy of an award
- unsure: still in consideration – requiring further discussion
- no: not to be considered further

The Jury will then debate all projects in consideration and work towards reaching agreement on which are to be considered for awards.

A Chapter Jury may decide to undertake site visits and similarly may decide to provide an opportunity for a public presentation by entrants prior to finalising award winners. This is at the discretion of the Jury and may only involve those initially shortlisted. All Awards can then be finalised for each Category.

All decisions are strictly confidential until announced at the relevant presentation event, and maintaining confidentiality of Jury deliberations thereafter.

7. JUDGING CRITERIA

7.1 General

Judging for the AILA Landscape Architecture Awards is a challenging process. The following core judging criteria guide the jury in their decision-making process and have been developed to ensure equitable outcomes for all.

To further ensure consistency of outcomes:

- The National Awards Jury Chair will hold a briefing meeting with all Chapter Jury Chairs at the start of the Awards process;
- The National Awards Jury is also required to consult with the Chair of each Chapter Awards program following the conclusion of Chapter judging so that they can be properly briefed on all matters taken into account in the initial judging at Chapter level;
- Chapter Jury Chairs will complete a Jury Chair Summary Report with a list of Chapter award winners to be reviewed by the National Jury Chair at the conclusion of the Chapter Jury Day.

7.2 Core Criteria

Judging is to be based on the core criteria of Thinking, Leadership and Results as per the Judging Framework (page 13). These core criteria fundamentally underpin the achievement of excellence in landscape architectural endeavour.

Through their Statement of Achievements, entrants are asked to explain how their project has achieved the core criteria against key indicators including (but not limited to) - Strategy, Innovation, Engagement & Partnership and Sustainability.

The framework following (page 13) has been provided to entrants as an initial series of 'prompts or indicators' to assist them in explaining/assessing how a project may have achieved thinking, leadership and results worthy of recognition. These prompts/indicators are not meant to be exhaustive, and it is expected that there will be projects that exhibit achievements in other areas.

The core criteria and framework will be applied to all entries across all categories. Jurors must understand that a project may not encompass all core qualities and entrants are advised to focus on the areas of greatest achievement.

8. FRAMEWORK

81 Core Criteria Framework

THINKING					
LEADERSHIP					
RESULTS					
Strategy	Innovation	Engagement and Partnership	Sustainability		
Exemplary, thoughtful, and coherent strategy	New and worth-repeating ideas	Working with stakeholders effectively and creatively	Social	Environmental	Economic
			Contribution to healthy, inclusive, and robust communities	Contribution to resilient natural and built environments	Contribution to economic conditions that enhance quality of life
<p>For example</p> <ul style="list-style-type: none"> Clearly communicated goals and objectives Identification of relevant constraints and opportunities Exemplary research and investigations Intelligent investment of resources Pro active advocacy in challenging environments Other 	<p>For example</p> <ul style="list-style-type: none"> New planning and design process New use of technology New policy directions New project areas for landscape architecture New roles for landscape architects Other 	<p>For example</p> <ul style="list-style-type: none"> Working with the community, agencies, government, media, professions, science and technology, industry, business and others Connection to country and cultural engagement Engaging in partnerships with others and advocating for change Other 	<p>For example</p> <ul style="list-style-type: none"> Fostering connection and public life Fostering ownership and self determination Fostering good health Fostering experiences that enhance quality of life Educating and informing Expanding accessibility of quality social interaction Social or climate justice Other 	<p>For example</p> <ul style="list-style-type: none"> Climate Positive design outcomes Reducing operational and greenhouse gases Restoring natural systems and protecting and increasing biodiversity Managing and mitigating urban heat Resilience for both a drier and flood prone future Consideration for long-term bioclimatic shifts Reuse and recycling of resources Effective use of renewables Other 	<p>For example</p> <ul style="list-style-type: none"> Creating vibrant places Making communities more viable and connected Effective use of limited capital resources Other

9. APPENDIX

9.1 Jury Chair Checklist

Prior to the Jury Day meeting, each Chapter and National Jury Chair must complete the below Checklist and submit to the AILA staff contact. Each Jury Member will receive a link to an online Conflict of Interest Declaration as part of the jury process.

Jury Chair to tick each box to confirm:

- I can confirm I have attended the briefing meeting with the National Jury Chair and AILA National Board as relevant and understand the objectives of the AILA Landscape Architecture Awards
- I can confirm that all jurors have read and understand the AILA Landscape Architecture Awards Policy and the AILA Landscape Architecture Awards Jury Guide and agree to abide by them
- I can confirm that I have explained the importance of all jurors understanding and abiding by the conflict of interest policy and that all conflicts, whether perceived or actual have been identified and the Conflict of Interest Pro Form have been completed
- I can confirm that all Jurors have completed the Conflict of Interest declaration and their conflicts have been reviewed by myself. All jurors with a confirmed Conflict of Interest have been removed from the relevant decisions and deliberations of each category.

Name: _____

Signature: _____