



AILA Landscape
Architecture Awards
2019 Jury Guide



AILA LANDSCAPE ARCHITECTURE AWARDS

2019 JURY GUIDE

The AILA National 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 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 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 Registered Landscape Architects.

For members, winning an Award provides recognition of exceptional practice. An Award is confirmation of their 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 State Chapter:



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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

A. National Jury Selection and Appointment

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, but the final composition will be determined by the National President. If the President is able to serve on the Jury, the President shall be the Chair. If the President cannot serve on the Jury, then the President will appoint a Chair.

The Jury composition is to demonstrate diversity in age, gender, location and professional experience.

Landscape architects on National Juries will be AILA members. National Jurors will not serve more than two (2) years consecutively.

B. Chapter Jury Selection and Appointment

Chapter Juries and the Jury Chair are appointed by the Chapter President in consultation with the Awards Committee (if applicable) for endorsement by Chapter Executive, prior to calling for entries.

Members and Chapter Executive may nominate prospective Jurors, but the final composition will be determined by the Chapter President.

Jurors shall not serve on a Chapter Jury for more than three (3) years consecutively.

Landscape Architects on Chapter Juries will be AILA members.

1.3 Configuration of Juries

A. National Jury Composition

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

- (i) minimum of three (3) landscape architects who could be;
 - a. the National President (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
- (ii) minimum one (1) 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

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

- (i) minimum three (3) landscape architects who could be;
 - a. the State President (at the time of final judging)
 - b. the chair of the previous jury
 - c. a previously awarded landscape architect (medallist)
 - d. a regional representative
 - e. a public sector representative
 - f. an interstate representative
 - g. an academic
- (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

The Chapter President will appoint a Jury Chair for the Chapter Awards, and the National President will serve as the Chair on the National Jury. If the President cannot serve in the Jury, then the President will appoint a Chair.

B. Jury members

Jurors 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
- attempting always to reach consensus and keeping in mind the outward focus of the Awards program in making Awards

Guest/Lay Jurors (allied professionals)

- the input of non-landscape architect Jurors adds diversity to decision making and can assist public recognition of outcomes
- guest/lay Jurors should only be appointed where they have a clear connection with landscape architecture or experience/knowledge relevant to the particular Jury
- the Jury Chair and landscape architect members of the Jury will assist and guide guest/lay Jurors in understanding the process and any technical issues

2.2 Jury Responsibilities

A. Confidentiality

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 President/Board.

B. 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.

Jurors shall not disclose any discussions taken place during Jury deliberations.

C. Citations

Juries are to prepare a summary statement (the Citation) for each awarded entry. These may be used for presentation to the media and the profession, 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 at least the first paragraph or two can stand alone in representing the project – it is desirable to keep the Citation to two paragraphs maximum.

The Jury Chair will allocate, on the day of judging, Award Citations to each Juror.

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.

D. Jury Report/Summary

The Jury Chair is expected to write a Jury Report/Summary 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.

E. Conflict of Interest

Jurors must declare any 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: 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.

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 prior to announcement date. Should a Juror have conflicts across more than three Categories they will be required to remove themselves from the Jury.

The Jury Chair Checklist and Conflict of Interest Pro Forma must be complete before the first Jury face-to-face meeting (see Appendix 8.1 and Appendix 8.2).

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 Chair of the National Jury 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.

The tiers are as follows:

(a) Landscape Architecture Award of Excellence

The first and highest award in each category is the 'Landscape Architecture 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. A Jury is not obligated to award 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 awarded an Award are the best projects in each Category that have not won the Excellence Award. More than one Landscape Architecture Award may be given in a Category.

(c) People's Choice Award

Specific details to be determined at the Chapter level.

3.2 Progression of Awards from Chapter to National

All Awards of Excellence, and all Landscape Architecture Awards given in the thirteen core categories at a Chapter level are eligible for consideration in the National Awards. The fourteenth category (International) is direct entry in the National Awards.

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

4. AWARDS CATEGORIES

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

Category 1: 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.

Excellence Award: (year) AILA National/Chapter Civic Landscape

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

Category 2: 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 Parks and Open Space Award of Excellence

Awards: (year) AILA National/Chapter Award for Parks and Open Space

Category 3: 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 Play Spaces Award of Excellence

Awards: (year) AILA National/Chapter Award for Play Spaces

Category 4: 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 a future sustainability.

Excellence Award: (year) AILA National/Chapter Infrastructure Award of Excellence

Awards: (year) AILA National/Chapter Award for Infrastructure

Category 5: 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 Cultural Heritage Award of Excellence
Awards: (year) AILA National/Chapter Award for Cultural Heritage

Category 6: 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 Land Management Award of Excellence
Awards: (year) AILA National/Chapter Award for Land Management

Category 7: 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 Tourism Award of Excellence
Awards: (year) AILA National/Chapter Award for Tourism

Category 8: URBAN DESIGN

Projects in this category are constructed or strategic projects that demonstrate how the design, construction management and built outcome contributes to the wellbeing of the urban setting through the improvement of social interaction, economic activity, liveability, accessibility and safety.

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

Category 9: 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 Landscape Planning Award of Excellence
Awards: (year) AILA National/Chapter Award for Landscape Planning

Category 10: 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 Research, Policy and Communications Award of Excellence
Awards: (year) AILA National/Chapter Award for Research, Policy and Communications

Category 11: 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 Community Contribution Award of Excellence

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

Category 12: 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 Small Projects Award of Excellence

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

Category 13: 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 Garden Award of Excellence

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

Category 14: 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 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.

Entries in this Category are considered only at the National level. This award is not given at Chapter level.

It is recommended that previous award winning projects are reviewed if greater clarity is required on the types of projects that are recognised in each category.

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 State Awards program that apply only in that Chapter. Winners in these Categories do not progress to the National Architecture Awards (refer to Appendix 8.1 of the Entry Guide: State Awards 2019 Special Requirements & Key Dates).

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, and
- financial AILA member, and
- 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 entering, the project in question must be have reached practical completion (or the portion being submitted complete) no later than 31 December in the year preceding the year of judging. 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. Projects can be entered in multiple years if not awarded at the State level.

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 eligible to enter the National Awards program, they must have already been awarded at State or Territory awards prior to the closing date for National Awards entries.

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

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) determination of an agreed shortlist in each category, based on the submitted entry material;
- (iii) 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 shortlisting 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:

- short-listing 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 not be undertaken by 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. Juries may choose to consider projects in categories other than the Category the project was originally entered in, subject to the following:

- 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 5 or less eligible entries

6.4 Site Visits

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.

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

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 shortlisted projects to present to the Jury, in an open public forum. This is best done after any site visits have taken place. Regional entries may present by video link. This is at the discretion of the Jury.

6.6 Decision Making

Jurors will be able to view the 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, may draw up personal short listings. At least a month is generally allowed for this process.

The Jury then meets face-to-face 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 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. 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 is also required to consult with the Chair of each Chapter Awards program so that they can be properly briefed on all matters taken into account in the initial judging at Chapter or Region level.

7.2 Core Criteria

Entrants have been alerted that judging will be based on the following core criteria and that these should have been addressed in an appropriately prioritized way in their entry;

- Thinking
- Leadership
- Results

These core qualities fundamentally underpin the achievement of excellence in landscape architectural endeavor. Juries are to assess entries on the basis of the thinking, leadership, and results that they represent.

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

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.

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
For example	For example	For example	For example	For example	For example
Clearly communicated goals and objectives	New planning and design process	With community	Fostering connection and public life	Reducing carbon footprint	Making vibrant places
Identification of relevant constraints and opportunities	New use of technology	With agencies	Fostering ownership and self determination	Restoring systems	Making communities more viable
Exemplary research and investigations	New policy directions	With government	Fostering good health	Reuse and recycling of resources	Effective use of limited capital resources
Intelligent investment of resources	New project areas for landscape architecture	With the media	Fostering experiences that enhance quality of life	Effective use of renewables	Other
Pro active advocacy in challenging environments	New roles for landscape architects	With science and technology	Educating and informing	Other	
Other	Other	With industry	Expanding accessibility of quality social interaction		
		With business	Other		
		Other			

8. APPENDICES

8.1 Jury Chair Checklist

Prior to the face-to-face jury meeting, each State and National Jury Chair must complete the below Checklist and submit to the AILA staff contact:

Jury Chair to tick each box to confirm:

- I can confirm that all Jurors have read and understand the AILA National Landscape Architecture Awards Policy and agree to abide by it.
- I can confirm that all jurors have read and understand the AILA Landscape Architecture Awards 2019 Jury Guide and agree to abide by it
- 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 Jurors who have a Conflict of Interest will be removed from the decisions and deliberations of each Category which pose a Conflict of Interest

Name: _____

Signature: _____

8.2 Conflict of Interest Pro Forma

Prior to the face-to-face jury meeting, each State and National Jury Chair must issue the below Conflict of Interest Pro Forma to Jurors and submit to the AILA National or State staff contact:

Name: _____

Category: _____

Conflict of Interest: _____

Tick which applies:

- Conflict of Interest identified; Juror to remove themselves from the decisions and deliberations of this Category
- Conflict of Interest is not identified; Juror to be involved in decisions and deliberations of this Category