



AILA National Landscape Architecture Awards



2016 JURY GUIDE

WELCOME

The AILA National Landscape Architecture Awards (the “Awards”) provide a key vehicle for the promotion of the achievements and work of Landscape Architects.

Congratulations on your appointment as a Juror in AILA’s National Landscape Architecture Awards.

The awards process is an opportunity for public and peer recognition of your work, and demonstrates to peers, business, government, and the wider community the positive impact our profession has on Australian lives through the planning and design of 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.

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 help 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 please contact your Jury Chair, local Chapter or email your query to the AILA National Office at membership@aila.org.au.

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2. INTRODUCTION

2.1 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.

2.2 Selection of Juries

A National Jury Selection and Appointment

The National Jury is appointed by the President for endorsement by National Council no later than the first meeting preceding the start of the National Awards program. This reduces the opportunity for a conflict of interest for Jury members and facilitates a longer period of visibility of the National Jury membership.

To facilitate openness and transparency, members, Chapters and National Council 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 years consecutively.

B Chapter Jury Selection and Appointment

Chapter Juries 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 years consecutively.

Landscape Architects on Chapter Juries will be AILA members.

An overall Jury Chair will be appointed by the Chapter President and endorsed by Chapter Executive prior to the date for calling entries.

2.3 Configuration of Juries

A National Jury Composition

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

(i) a minimum of 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 previously awarded landscape architect (medallist)
- d. a regional representative
- e. a public sector representative
- f. a small practice representative

(ii) a minimum of one allied professional, government or media representative;

B Chapter Jury composition

The Chapter 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. 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. a interstate representative

(ii) a minimum one allied professional, government or media representative.

3. ROLES AND RESPONSIBILITIES

3.1 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, and
- 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.

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

Guest/Lay Jurors (allied professional)

- 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.

3.2 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 ceremony.

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 back 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 and their practices are not permitted to enter the Awards in the year they are participating as a Juror. This includes any project in which they have consulted upon or contributed to the design or authorship.

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.

4. AWARDS STRUCTURE

4.1 Structure of Program

The Awards has two stages, both occurring annually. 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, as follows:

(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. It is also possible that no Award of Excellence be given – this is at the discretion of the jury.

(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, and it is also possible that no Landscape Architecture Award be given in a category – this is up to the discretion of the jury.

(c) People's Choice Award

Specific details to be determined at the chapter level leveraging off existing successful methods

4.2 Progression of Awards from Chapter to National

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

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

5. 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: 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 4 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 5: LAND CONSERVATION

Projects in this category are constructed projects or strategies for the restoration, conservation or management of naturally significant landscapes.

Excellence Award: *(year) AILA National/Chapter Land Conservation Award of Excellence*

Awards: *(year) AILA National/Chapter Award for Land Conservation*

Category 6: RURAL and AGRICULTURE

Projects in this category are constructed projects or strategies that recognise and reconcile the natural and cultural values of communities and the landscape in which they are placed.

Excellence Award: *(year) AILA National/Chapter Rural and Agricultural Award of Excellence*

Awards: *(year) AILA National/Chapter Award for Rural and Agricultural*

Category 7: TOURISM

Projects in this category are constructed or strategic projects that 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 demonstrate consideration of a context and function beyond the limits of site boundary, and which contribute to a broader functioning of a precinct, neighbourhood, region or city.

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

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

Category 9: RESEARCH, POLICY AND COMMUNICATIONS

Projects in this category include published works 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 10: COMMUNITIES

Projects in this category include constructed projects or strategies that demonstrate engagement with and development of a community, recognising and interpreting the values of the community.

Excellence Award: *(year) AILA National/Chapter Communities Award of Excellence*

Awards: *(year) AILA National/Chapter Award for Communities*

Category 11: 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 12: INTERNATIONAL

Projects in this category include constructed or strategic projects that demonstrate a contribution to landscape architecture internationally. They are not judged at a chapter level and instead go directly through to national Awards and judged by the national jury.

Excellence Award: *(year) AILA International Award of Excellence*

Awards: *(year) AILA International Award*

Other Award Categories

From time to time National Council may resolve to include one or more special categories in the National Awards program. Any additional categories will be publicised at the time of entries.

6. ELIGIBILITY

6.1 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.

6.2 Eligible Projects

To be eligible for entering, the project in question must be complete (or the portion being submitted complete), 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, 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 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

7. GUIDE FOR REVIEWING PROJECTS

7.1 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 and Regional 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), and
- all entries in a category may be visited (however not mandatory)

All entries should be displayed to the public where possible.

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.

7.2 Hard copy material

Some submissions include a bound hard copy of a planning document, report or a form of publication.

If entries have accompanying hard copy materials, this will be noted for the Jury by the AILA staff member coordinating the judging process. These will be provided to the jury when they meet.

7.3 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.

7.4 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

7.5 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

7.6 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 (at what will be the beginning of the People's Choice Award). 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.

7.7 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 team 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 person or an appointed Juror may manage this.

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.

Juries are encouraged to grant an Award of Excellence for each category, however this is not compulsory. Landscape Architecture Awards cannot be given unless an Award of Excellence is given in any particular category.

8. JUDGING CRITERIA

8.1 General

Judging for the AILA National 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.

8.2 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 15) 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		
			<i>Social</i>	<i>Environmental</i>	<i>Economic</i>
<i>Exemplary, thoughtful, and coherent strategy</i>	<i>New and worth-repeating ideas</i>	<i>Working with stakeholders effectively and creatively</i>	<i>Contribution to healthy, inclusive, and robust communities</i>	<i>Contribution to resilient natural and built environments</i>	<i>Contribution to economic conditions that enhance quality of life</i>
<i>For example</i>	<i>For example</i>	<i>For example</i>	<i>For example</i>	<i>For example</i>	<i>For example</i>
<ul style="list-style-type: none"> clearly communicate goals and objectives identification of relevant constraints and opportunities exemplary research and investigations intelligent investment of resources pro active advocacy in challenging environments other 	<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 	<ul style="list-style-type: none"> with community with agencies with government with the media with other professions with science and technology with industry with business other 	<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 other 	<ul style="list-style-type: none"> reducing carbon footprint restoring systems reuse and recycling of resources effective use of renewables other 	<ul style="list-style-type: none"> making vibrant places making communities more viable effective use of limited capital resources other

9. FAQs

Can a project be submitted into more than one Category?

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

Can a project win in more than one Category?

Yes, a project can win in more than one category – provided it was entered into more than one category. Juries may also reallocate an entry into another category if they deem it more suitable.

Can a project be entered in consecutive or future years?

Yes, projects are eligible to be entered into the awards provided the project was unsuccessful in previous years [only if it did not receive the Excellence Award].

Overseas/Interstate Projects

Projects are to be submitted in the Chapter in which the project is located (not where the practice is located). International projects may only be entered in the National Awards.

Refunds

Refunds will not be issued to projects deemed ineligible, or removed by the entrant after the closing date.