

Role description for members of the Policy & Public Affairs Standing Committee

Background

The main purpose of the Standing Committees is to support the Board of Trustees discharge its governance duties in respect of objectives set out in the Royal Charter.

The role of the committee is to provide insight, information and advice to the Council and Board to ensure well-informed decisions and activity.

The committee will report to the Council and provide regular updates of activities and plans and present an annual report to the Board.

A member of the Committee has a real tangible impact on the work of the LI and that of the landscape profession with strategic oversight of vital areas of work.

The Policy and Public Affairs Committee informs LI policy positions and work to engage with, and seek to influence, organisations and decision-makers to promote the interests of the LI and its members. The Committee helps the LI to have a strong and influential voice on landscape-related issues in local, regional and national government policy, and in international institutions and agreements.

The range of policies that relate to landscape and which affect LI members is significant and growing as we seek to address the environmental crisis. The Committee works with the staff team to identify priority policy areas and recommend where to focus the LI's resources to have the most positive impact; and then to develop policy positions and engagement strategies to influence others and achieve positive changes in government policy.

Examples of the work the Committee members might do include:

- Identifying policy priorities and making recommendations to the Board for their inclusion in the annual business plan.
- Agreeing the issues on which written policy positions are needed and informing and supporting the formulation of policy positions, ensuring approval by the Board where required.
- Informing and assisting with delivering public affairs strategies and political strategies for achieving LI objectives. This may involve:
 - working with other LI Committees on public affairs issues which relate to their remit
 - meeting decision makers and conveying policy asks and positions
 - informing, assisting in drafting and signing off letters to Ministers and responses to written policy consultations
 - engaging with the media to make the case for policy interventions.
- Working with staff in engaging branches, members, the Board and Council on policy and public affairs issues to gauge members' views and seek their input to strengthen responses or messages.

- Championing the LI, its policy positions and landscape professionals at external events.

Committee members will represent the views of LI members, working closely with the staff team to deliver LI objectives and positive outcomes for the whole membership.

Committee terms of reference

The terms of reference [\[link\]](#) set out the role, duties and responsibilities of the Committee along with membership terms; code of conduct and the time commitment required.

Members of the Committee contribute their skills, knowledge and expertise to deliver the work of the Committee.

Person specification

We need a range of expertise and interests to be covered on the Committee and decisions on appointments will be based on ensuring a balanced and representative composition for the Committee, as well as individual skills and experience. For example, we would like all four nations of the UK to be represented.

Essential skills, knowledge and expertise

- Knowledge and understanding of international, national and / or local policies that affect the landscape and landscape professionals, e.g. planning, biodiversity, protected areas and / or climate policies.
- Knowledge and / or experience of landscape design, planning, management or policy, and awareness of issues and opportunities affecting the landscape profession.

Attributes

1. Experience, understanding of or strong interest in influencing or developing policy at local, national or international level.
2. A willingness to represent views of members on policy, declaring any external, related interests.
3. Experience of working with landscape professionals and a wide understanding of landscape issues.
4. Demonstrable ability to see the big picture, think creatively and understand how interventions act together to deliver outcomes.
5. Ability to work at the strategic level, guiding others, such as staff or task and finish groups, to deliver work that contributes to LI Corporate Strategy outcomes.
6. Experience of working in teams and with external partners to deliver objectives.
7. Strong communication skills and ability to work collaboratively towards a consensus.
8. Capacity and availability to actively engage with the Committee, including attending meetings and contributing to its work and issues of interest as required

Expenses

Membership of the Committee is undertaken on a voluntary basis and is not remunerated. Expenses related to delivering the work of the Committee will be reimbursed as per the LI's expenses policy [\[link\]](#).