



Queensland Walking Alliance (QWA)

Terms of reference (ToR) May 2022

The purpose of the group:

- The purpose of the QWA is to bring together key stakeholders involved with walking* in Queensland
- The QWA commenced in May 2020 and will continue as a funded project until Nov 2023
- The aim of the QWA is to share ideas and work together to get more people walking every day by providing a central voice for walking (urban, regional and rural) with a focused approach to improving the walkability in Queensland
- The responsibility of the QWA is to commit to a healthier and more connected Queensland by encouraging and supporting better walking facilities and more walking every day.

Membership and participation:

- The membership of QWA is by invitation only, and is hosted by Queensland Walks
- The Alliance members can delegate a representative, if unavailable to attend
- Whilst there is no restriction on attendees, the meetings will be designed to be efficient and effective as possible and will be designed, facilitated and managed accordingly

- Queensland Walks' public members and friends are not included in the Alliance at this stage, however will be providing updates on the outcomes of meetings via Queensland Walks website, e-news and social media (where appropriate)
- Community members and representatives of walking-related organisations are included in the QWA
- QWA members are encouraged to commit to the Alliance by attending meetings, contributing ideas and discussion points
- Membership of the Alliance will continue until the end of the funding period, and reassessed according to outcomes achieved and subject to funding and resources.

Accountability:

- Queensland Walks will be responsible for reporting to stakeholders participating and when appropriate to the Queensland Government who provides funding for QWA.

Review:

- Queensland Walks requests that Alliance partners provide feedback
- Queensland Walks in conjunction with the QWA will continue to review the effectiveness of meetings, the themes of subsequent meetings, the delivery and reporting of the meetings.

Ways of working:

- Queensland Walks will aim to establish a shared platform on the Queensland Walks 'Walk Hub' which will be a system of sharing information relevant to walking, and outcomes and actions of the meetings
- A Code of Conduct will be developed which will help guide expectations from participants when attending meetings
- Sub-groups of the QWA may be formed when required based on content need and topic/s when required.

Meetings:

- At least four meetings will be held annually
- Queensland Walks will be responsible for organising meetings and facilitator or chair for the meetings
- Topics for the QWA agenda will be generated by Queensland Walks, with [input from stakeholders](#) and based on actions from previous meetings
- The recording of the meeting (video, minutes etc.) will be circulated by Queensland Walks
- Queensland Walks will delegate a minute-taker, depending on the meeting type and needs

- Each meeting may be approached differently according to needs, topics and attendees
- Attendance is by invitation only from Queensland Walks. Attendees can suggest non-members who may contribute or benefit from attending
- Queensland Walks will provide a secretariat for the QWA.

Sharing of information and resources (including confidential materials):

- Group members are encouraged to update their representative organisation on activities, presentations and outcomes of the QWA
- Queensland Walks will provide minutes that are confidential and not for public distribution
- All QWA materials will remain the copyright of Queensland Walks, however with approval from QWA members the QWA will be able to use the material, distribute and publish material intended for dissemination.

***Definition of terms**

- 'Walking' refers to:
 - Moving with the help of a mobility device or assisted (seeing eye-dog, white cane, wheelchair, frame), walking or ambling, hiking, running and jogging.
- Types of walking includes:
 - Walking as transport or to transport (functional walking)
 - Walking in the neighbourhood: to school, to work, to shops, being active and walking the dog (functional and recreational walking)
 - Walking in nature (recreational), and includes hiking, bushwalking
 - Walking as a form of sport (e.g. walking football, race walking, trail running etc.)
 - Walking for all purposes and all situations.