



National Infrastructure Planning Association

THE ANNUAL NATIONAL INFRASTRUCTURE PLANNING ASSOCIATION AWARD FOR "BEST PROJECT"

INAUGURAL AWARD 2019

SUBMISSION DOCUMENT: GUIDANCE

Welcome to the FIRST NIPA Annual Award – this document provides guidance on the Award submission document; the Award process; and how Award case studies and photographs will be used after the Award process.

Please read this carefully before entering a submission for the 2019 Award.

Award submissions

As part of NIPA's continued drive to identify and showcase best practice, NIPA is launching a single Award for 2019 for "Best Project".

The **Award** builds on NIPA's [Insights II Research Project](#) which focused on Building Trust; Providing Evidence; ensuring Appropriate Controls; and Adaptive Delivery. NIPA would like to invite submissions that demonstrate any or all aspects of best practice in participating in the Development Consent Order Process (DCO) for a Nationally Significant Infrastructure Project (NSIP) and beyond.

This could include best practice examples of **early, meaningful and ongoing engagement with host communities and key stakeholders; using flexibility within a DCO; innovative and / or sensitive design; investment in the host community; and other aspects of best practice associated with your NSIP project.**

Submissions can come from any member of NIPA – a developer; consultancy; local planning authority; specialist provider; academia, etc.

Please note the following:

- Any submissions must relate only to those projects that have completed their journey through the DCO process, i.e. have been granted their DCO, **between 1st October 2017 and 30th September 2019.**
- You can submit more than one entry for this year's Award, provided that each entry covers a different project consented within this period. We will only accept one submission per project, which will be the first qualifying submission received by the closing date.
- In making an Award submission, you are agreeing that your submission(s), and part thereof, can be turned into a case study which will, in turn, be published online, used in NIPA reports, be promoted and circulated at NIPA and other national infrastructure events and during NIPA meetings with stakeholders.
- NIPA will take the details provided in submissions at face value. Please ensure that all submissions are accurate and please credit all of the entities involved.



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- If you make a submission to the NIPA Awards you must ensure that you have authority from all relevant parties involved in your project, not least your client, prior to submitting it to us.
- Any hi-res photographs provided may be published online, used in NIPA reports, be promoted, showcased and circulated at NIPA and other national infrastructure events and during meetings with stakeholders.

We advise that submissions must:

- Be written in an appropriate and suitable manner so they can easily be adapted to become case studies (no more than 3 pages - although appendices can be added to provide more detail).
- Clearly demonstrate how the project showcases best practice and the benefits that this has brought to the project; the developer; key stakeholders; and / or host communities.
- Provide logos of all the organisations / authorities involved.
- Provide two or three hi-res digital images with your submission (N.B. images may be used in presentations or publications). Image formats ideally TIFF, JPEG or PDF. Image resolution ideally 300dpi and 1600 x 1200 pixels minimum. **Please note that we will not accept out of focus, blurred or pixelated images or any that contravene copyright laws.**
- Provide quotes from key stakeholders with whom you engaged.
- Name the file as – 2019 NIPA Award.Name of your Organisation.Date submitted in the format DDMMYY (e.g. 300919).
- Name all organisations that are involved in the case study. In the event that your submission should win, only those companies named on the submission form will be named on the trophy / certificate.
- Be on a 2019 NIPA Award submission Form in order to be accepted.
- Be received at awards@nipa-uk.org by 5.30pm on Monday 30th September 2019 as there will be no extensions granted.

Award Process and Timetable

The NIPA Award 2019 will be launched via a communication to Members and on the NIPA Website on Thursday 1st August 2019.

All submissions must be submitted using the NIPA Award Submission Form by 5.30pm on Monday 30th September 2019.

The submissions will then be circulated to a panel made up of some NIPA Council Members and chaired by NIPA Council Chair Steve Norris.

The Judging Panel will meet on 14th October 2019 to shortlist submissions, and an announcement on who has been **shortlisted** will be made the next day – Tuesday 15th October.



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The winning submission and therefore recipient of the 2019 NIPA Award will be announced at NIPA's [Annual Dinner 2019](#) on **21st November 2019**, by NIPA Council Chair Steve Norris, supported by Guest Speaker Admiral the Lord West.