



2019

RAIL PARTNERSHIP AWARDS

ENTRY DRAFTING FORM

Use this form to draft your entries,
then head to the website to enter.

www.railpartnershipawards.com

CATEGORY INFORMATION

Best project of 2018

For projects valued over £50m

Recognises projects that have helped deliver a safer, more reliable railway with greater capacity and efficiency. It is likely that this award will represent the work of a number of suppliers working in partnership to deliver lasting benefits to Britain's rail network.

Community engagement

Recognises company, community or charitable-giving programmes that improve local communities in Britain. It is important to show not only the inputs (resources, time, money spent or donated), but also the outputs too, such as the business and social benefits.

Sustainable excellence

This award is open to organisations that can clearly demonstrate sustainable and responsible ways of working. It can cover anything from working effectively with lineside neighbours through to carbon off-setting and reduced waste and recycling innovations. Entrants should demonstrate how they have actively communicated with stakeholders to improve the reputation of Britain's railway.

Preserving the history of the railway

The conservation, restoration and promotion of Britain's rich railway heritage are celebrated here – particularly with regard to Network Rail buildings and structures of national importance.

SME of the year

This award will recognise outstanding SME suppliers with annual turnovers of less than £25m. The winning supplier will need to evidence excellence and innovation in several award category areas, such as safety, sustainability, putting passengers first and community engagement, as well as being able to demonstrate successful partnerships within the rail industry in 2018.

Best project of 2018

For projects valued up to £50m

Recognises projects that have helped deliver a safer, more reliable railway with greater capacity and efficiency. It is likely that this award will represent the work of a number of suppliers working in partnership to deliver lasting benefits to Britain's rail network.

Investing in people

Recognises suppliers that have created an environment that promotes accountability, opportunity and diversity. Organisations will be able to evidence a commitment to developing people, for example, talent, skills, apprenticeship schemes, training and leadership capabilities.

Driving efficiencies

Recognises companies that have made strides in designing and delivering work more efficiently, to generate cost savings and value for money to create a more efficient railway. Entries will clearly demonstrate how they have considered safety, reliability, capacity and value for customers and tax payers within their work.

Safety

Safety should never be taken for granted, and this award highlights organisations that show a continuous improvement towards safety within the workplace and on or near the railway.

Best collaboration

Recognises organisations and stakeholders that have collaborated to bring real and demonstrable benefits to the rail industry.

Best use of technology

Recognises suppliers that have used new technologies to help transform Britain's railway. Entries could include new ways of working, cutting-edge technologies or novel approaches to benefit users.

Putting passengers first

Millions of people rely on the railway to get them to work, home and to friends and family. This award will celebrate suppliers who have put the needs of rail passengers at the heart of what they do and can demonstrate that they are genuinely putting passengers first.

Diversity and inclusion

Recognises suppliers that can evidence success in initiatives which recognise and respect differences between people whilst valuing the contribution everyone can make to the rail industry. Award winners will demonstrate inclusion and evidence safe and welcoming workplaces and fair cultures that encourage innovative and fresh ways of thinking.

Best Standards Challenge

This category recognises the best standards challenges which have been submitted to Network Rail since the process was launched last year. To increase innovation and creativity and to reduce costs, Network Rail introduced a new process at the end of March 2018 to enable suppliers and other stakeholders to raise a challenge to a standard if they consider it to be incorrect, to not enable the application of best practice, or to drive increased cost without comparable benefit.

Supplier of the year

Only the winners from the above categories will be eligible for consideration into this award. Judges will give this award to the organisation that has demonstrated excellence and best practice in all work areas. Network Rail Key Performance Indicators measured throughout the year will be taken into account, where appropriate, in making the decision.

ENTRY INFORMATION

Entries must be completed online at www.railpartnershipawards.com and **must be received by 5pm on Friday 3rd May 2019.**

You should also upload at least one photograph - you can upload up to six photographs in total (full colour/ jpg format/max 1 MB per photo) and up to two drawings or plans (maximum A3 size/max1 MB/jpg format). There should not be any copyright or restrictions on the use of these photographs as they may be used on the awards website and in materials relating to the awards dinner on 5th June 2019.

Any confidential information within the award entry should be clearly marked.

HOW TO WRITE A GOOD ENTRY

First consider whether your entry meets the criteria of the category you are entering. Then concentrate on demonstrating the value of the entry, for example, the degree to which your project has brought benefits to the organisation and the rail industry.

When writing about your project(s), you need to identify:

- The goal your project was trying to achieve
- Why you wanted to achieve it
- How the project was delivered
- What impact the project had

In addition, you should also comment on the lasting contribution of your project, drawing upon the environmental, social and economic impacts of your efforts.

Entry rules and conditions

1. The awards are open to any organisation that has worked with Network Rail on or near Britain's rail network, maintained and operated by Network Rail.
2. All entries should relate to work completed between 1st April 2018 and 31st March 2019.
3. Organisations may enter as many categories as they wish.
4. An entry can be submitted for more than one category but must be treated as a separate entry each time, with its own online entry and photograph.
5. Should you be selected for the shortlist you may be asked for additional material if necessary to meet the judges' criteria.
6. The organisers reserve the right to submit your entry into another category if it is deemed appropriate.
7. The shortlist will be announced by Wednesday 22nd May 2019.
8. The awards presentation event will take place on Wednesday 5th June 2019 at The Vox, Birmingham.
All winners will be announced on the night.

SUGGESTED ENTRY STRUCTURE

Use the following guide to help you structure your entry:

Overview

- What was the project about?
- What prompted you to act?
- What task did you set yourselves?
- Where did the project take place?
- Who was involved?

What the project entailed

- What was your plan of action?
- What considerations did you have to make?
- What resources did you draw upon?
- What steps were taken to achieve your goal?
- What difficulties or risks were involved?

Objectives

- What exactly did you want to achieve?
- How did you plan to measure your impact?
- What was the scale of the challenge you faced?
- What would constitute real success?
- How sustainable were your targets?

End results

- Did the project fulfil its objectives?
- What evidence do you have to support the success of the project?
- How has the project brought benefits to the industry and Network Rail?
- What has been the response of the community and the media?
- Did the project deliver any knock-on effects?

Conclusions

- What lasting commitments has the project created?
- Did the project deliver any lessons for the future?
- Has the project triggered a change in people's behaviour?

ENTRY DRAFTING

Best project of 2018

For projects valued over £50m

Best project of 2018

For projects valued up to £50m

Best collaboration**Best Standards Challenge****Best use of technology****Community engagement****Diversity and inclusion****Driving efficiencies****Investing in people****Preserving the history of the railway****Putting passengers first****SME of the year****Safety****Sustainable excellence**

Entry Title

Entry Overview

Please summarise your entry in 250-350 words, letting us know the scope, works and outcome.



ENTRY

What did the initiative entail?



ENTRY

Project objectives



ENTRY

End results



ENTRY

Conclusions