



## **Information for the Preparation of Awards Entries**

Stormwater Victoria is conducting the 2019 Awards for Excellence to encourage and celebrate excellence in the innovation, development, completion and management of stormwater projects and the people involved.

The Stormwater Victoria Awards for Excellence will be presented at an awards function Gala Dinner to be held on Thursday, 28<sup>th</sup> November, 2019.

## **Award Categories**

The award categories for the 2020 Awards for Excellence are:

- Excellence in Strategic or Master Planning.
- Excellence in Infrastructure.
- Excellence in Asset Management.
- Excellence in Research and Innovation.
- Excellence in Policy or Education.
- Excellence in Integrated Stormwater Design.

Further information on the Award Category criteria can be found on the following pages.

## **Awards for Excellence Submission**

Entries for the 2019 Stormwater Victoria Awards for Excellence are now invited.

Entries are not constrained by project or organisation size and will be judged on their merits.

*Note:* A project may be entered into more than one category, however it is important that the criteria specific to each award category are addressed in the application. Separate entry fees are required for each entry submitted.

Closing Date for Entries: **COB Friday, 27<sup>th</sup> September, 2019**

## **Why Should You Enter?**

There are many benefits of winning a Stormwater Victoria Award for Excellence, including:

- Recognition of the Project's excellence
- Showcasing and promoting the project, people and organisations involved
- Demonstrating to all stakeholders that your organisation is a leader in its field
- Recognising the personal achievements of your staff involved in the project
- Ongoing promotion including media coverage (promotion on LinkedIn, Stormwater Victoria website and email marketing)
- Having the Award proudly on display within your organisation
- Providing an example of excellence that can be advocated and promoted elsewhere
- Entry to the National Stormwater Awards for Excellence for 2019 – 2020.

## **Winners have automatic entry to the Stormwater National Awards for Excellence**

Under the Awards for Excellence protocol adopted nationally by Stormwater Australia, only the recipients of the State Awards for Excellence will be eligible for the National Excellence Awards. Therefore, entry of a project into a State Excellence Awards is a minimum prerequisite for entry into the National Awards.

Allowance may be made for recipients of a State Excellence Award to refine their application for national entry based on the judges' comments and feedback on the State level application. For example, it may be recommended that a criteria response is amended to more clearly demonstrate or emphasise aspects of the project. This will allow the State Association to further support excellence in the local stormwater industry.

The National Awards will be held every two years. The next National Awards will be announced at the Stormwater 2020 National Conference which will be held in Melbourne in June, 2020. The preceding two years of State award winners (2019 and 2020) will be eligible for the National Awards in 2020.

## 1. Excellence in Strategic or Master Planning

This Award recognises excellence in strategic or master planning in development of integrated stormwater management.

Examples of projects that would be eligible for consideration in this category include, but are not limited to:

- Site or precinct master/conceptual layout plans
- Regional or catchment strategies/plans, including infrastructure plans
- Integrated Water Management Plans.

Entries in this category will be judged against the criteria listed below. Applications must demonstrate how the project meets each criterion.

Criteria for Excellence in Strategic or Master Planning		Weight
1	The project is expected to result in significant benefits and achievement of project objectives when the recommended approaches, strategies and / or design are implemented.	20%
2	The project demonstrates excellence in the application of best planning practices for stormwater.	20%
3	The project has integrated stormwater management within broader considerations, such as land use planning, integrated water management, sustainability and liveability, to ensure multiple benefits and the best overall outcomes are achieved.	20%
4	The project demonstrates excellence in consideration of economic, environmental and social factors.	20%
5	The project involved meaningful collaboration with stakeholders.	20%

Notes on criteria:

- Criteria 2: Best planning practices refers to the site assessment, planning and design component and should represent the best practical planning approach for achieving water resource management objectives.
- Criteria 5: Stakeholders may include those from other disciplines, the community, other organisations and/or within an organisation.

## 2. Excellence in Infrastructure

This Award recognises excellence in stormwater infrastructure projects that have been delivered and are now operational.

Examples of projects that would be eligible for consideration in this category include, but are not limited to:

- Flood protection/mitigation works
- A stormwater harvesting and/or managed aquifer recharge scheme
- A retrofit or restoration project, such as waterway rehabilitation
- A stormwater management system for a development, which may incorporate treatment measures such as constructed wetlands or bioretention systems
- Any combination of the above to achieve an integrated system.

Entries in this category will be judged against the criteria listed below. Applications must demonstrate how the project meets each criterion.

Criteria for Excellence in Infrastructure		Weight *
1	The project will deliver significant benefits (including stormwater management outcomes that exceed minimum legislative requirements).	20%
2	The project demonstrates excellence in design.	20%
3	The project demonstrates excellence in construction technique.	20%
4	The project demonstrates excellence in consideration of economic, environmental and social factors.	20%
5	The project involved meaningful collaboration with stakeholders.	20%

Notes on criteria:

- Criteria 2: Excellence in design involves application of best planning and management practices. This includes, but is not limited to, design that:
  - Involves innovative or resourceful use of existing practices to respond to and address site constraints
  - Considers and allows for maintenance requirements
  - Integrates stormwater management objectives with broader considerations, such as sustainability or liveability, to maximise benefits and achieve the best solution for the site
  - Meets client expectations
- Criteria 5: Stakeholders may include those from other disciplines, the community, other organisations and/or within an organisation.

### 3. Excellence in Asset Management

This Award recognises excellence in the management of stormwater infrastructure in order to encourage and promote improved asset management planning and practices.

Stormwater Australia considers asset management a vital component of the lifecycle of stormwater infrastructure. Effective asset management prolongs the life cycle of stormwater systems and helps ensure they meet required levels of service. While systems, processes and techniques to manage stormwater assets have advanced, significant improvements are still possible. This is particularly the case with stormwater infrastructure, such as swales, bioretention systems and wetlands, which involve a “green” infrastructure component.

Examples of projects that would be eligible for consideration in this category include, but are not limited to:

- Programs and/ or plans that set out approaches and strategies to manage stormwater assets
- Programs that undertake management of stormwater infrastructure, including maintenance or renewal programs
- Projects that improve the management of data relating to stormwater assets
- Projects that improve the process of handing over stormwater infrastructure from developers to council so that the infrastructure is in a functional state
- Projects that employ innovative methods or approaches to asset management.

Entries in this category will be judged against the criteria listed below. Applications must demonstrate how the project meets each criterion.

Criteria for Excellence in Asset Management		Weight
1	The project will provide significant benefits.	20%
2	The project promotes or employs processes or practices that prolong the life of stormwater systems and ensure they meet or exceed expected levels of reliability, functionality and ease of operation.	20%
3	The project demonstrates excellence in consideration of economic, environmental and social factors.	20%
4	The project integrates with other areas of organisational planning and follows established asset management frameworks to allow broader policy and continuous improvement outcomes to be achieved	20%
5	The project involved meaningful collaboration with stakeholders.	20%

Notes on criteria:

- Criteria 1: Significant benefits may include, but not be limited to:
  - Improved governance and accountability
  - Enhanced service management and customer satisfaction
  - Improved financial efficiency
  - More sustainable decisions (International Infrastructure Management Manual, 2006).
  - Notable environmental outcomes or improvements
- Criteria 2: Explain how the Assets are managed and what elements of this make it reliable, practical, functional and easy to use.
- Criteria 4: Explain how asset management approaches are able to consider future challenges that could be anticipated over asset life.

#### 4. Excellence in Research and Innovation

This Award recognises excellence in research and innovation that fills knowledge gaps and/or addresses information or technology needs which lead to improvements in the sustainable use and management of stormwater.

Examples of projects that would be eligible for consideration in this category include, but are not limited to:

- Scientific research and validation
- New technologies (including products and software) used in stormwater management planning, design, construction or maintenance.

Entries in this category will be judged against the criteria listed below. Applications must demonstrate how the project meets each criterion.

Criteria for Excellence in Research and Innovation		Weight*
1	The project clearly identifies knowledge gaps and/or information needs to improve stormwater management practices	20%
2	The project demonstrates its ability to fill knowledge gaps and/or address information or technology needs which lead to improvements in the sustainable use and management of stormwater.	20%
3	The project involved meaningful collaboration with stakeholders.	20%
4	The project demonstrates excellence in consideration of economic, environmental and social factors which may, in part, be defined by financial efficiency or value for money.	20%
5a	Describe how the project relates to the definition of research, and include references to definition cited, benchmarks of excellence against the cited reference and how project relates to these.	20%
5b	Describe how the project relates to the definition of innovation, and include references to definition cited, benchmarks of excellence against the cited reference and how project relates to these.	

Notes on criteria:

- For judging purposes, innovation may be defined as:
  - The process of making improvements by introducing something new
  - Change that creates a new dimension of performance
- Criteria 1: In response to this criterion, the entry may highlight (but not be limited to) the knowledge or information gap that it addresses
- Criteria 2: In response to this criterion, the entry may highlight (but not be limited to) demonstration of how the research or innovation is being applied
- Criteria 3: Stakeholders may include those from other disciplines, the community, and other organisations and/or within an organisation.
- Criteria 5a or 5b, please complete one to demonstrate how the project aligns with definition of Research or Innovation.

## 5. Excellence in Policy or Education

This Award recognises excellence in policy/regulation, and educational programs/activities that facilitate or accelerate the uptake of stormwater management principles and practises that lead to the sustainable use and management of stormwater.

Examples of projects that would be eligible for consideration in this category include, but are not limited to:

- Capacity building projects
- Community focussed education programs
- Policy or regulation that accelerates the uptake of best practice

Entries in this category will be judged against the criteria listed below. Applications must demonstrate how the project meets each criterion.

Criteria for Excellence in Policy or Education		Weight
1	The project clearly identifies knowledge gaps and/or information needs and sets a relevant standard for attainment of improved stormwater management within a target community.	20%
2	The project demonstrates its ability to facilitate or accelerate the uptake of stormwater management principles and practises that lead to the sustainable use and management of stormwater.	20%
3	The project involved meaningful collaboration with stakeholders.	20%
4	The project demonstrates excellence in consideration of economic, environmental and social factors which may, in part, be defined by financial efficiency or value for money.	20%
5a	Describe how the project relates to the definition of policy, and include references to definition cited, benchmarks of excellence against the cited reference and how project relates to these.	20%
5b	Describe how the project relates to the definition of education, and include references to definition cited, benchmarks of excellence against the cited reference and how project relates to these.	

Notes on criteria:

- Criteria 1: In response to this criterion, the entry may highlight (but not be limited to):
  - Demonstration of how the policy or education is being applied
  - How the project is tailored to the target audience (where applicable)
  - The knowledge or information gap that it addresses
- Criteria 3: Stakeholders may include those from other disciplines, the community, other organisations and/or within an organisation.
- Criteria 5a or 5b, please complete one to demonstrate how the project aligns with definition of Policy or Education.

## 6. Excellence in Integrated Stormwater Design

This Award recognises excellence in integration of stormwater into the urban environment. It is intended to promote the use of integrated design principles and to acknowledge design lead stormwater projects. These projects, which may be at any scale, deliver quality outcomes for amenity, recreational, biodiversity and functional elements of stormwater systems. The award recognises projects that have been constructed.

Examples of projects that would be eligible for consideration in this category include, but are not limited to:

- Stormwater treatment/flood mitigation within public spaces.
- Linear waterway corridors that encompass multiple aspects of stormwater management.
- Restoration projects, improving aquatic ecosystems and creating liveable spaces.
- Stormwater integrated into urban design layout incorporating aesthetics and recreation.
- Any combination of the above to achieve an integrated system.

Entries in this category will be judged against the criteria listed below. Applications must demonstrate how the project meets each criterion.

Criteria for Excellence in Integrated Design		Weight
1	The project is expected to result in significant multiple benefits to the community, environment and water quality.	20%
2	The project demonstrates excellence in the delivery of Integrated Design principles by creating adaptable, enduring, flexible and resilient spaces.	20%
3	The project integrates stormwater management to ensure multiple benefits and the best overall outcomes are achieved at the local (project) scale.	20%
4	The project demonstrates how outcomes achieved are able to be integrated within a broader catchment context which includes land use planning, integrated water management, sustainability, and liveability and biodiversity outcomes.	20%
5	The project demonstrates collaboration between multiple disciplines and stakeholders at all stages of the project.	20%

Notes on criteria:

- In responding to this award category, the entry may highlight (but not be limited to):
  - Demonstration of the design process and range of parties involved
  - Community and stakeholder acceptance of the outcomes
  - How the project compliments surrounding land uses and wider area
  - Stormwater management outcomes
  - Demonstration of Integrated Design outcomes
- Criteria 2: Refer to <http://www.integrateddesign.sa.gov.au> for guidance on Integrated Design principles



## Judging

Each accepted entry will be assessed within the State that it is entered and by a panel of judges chosen by the committee of the State Association. Entries will be judged against the criteria for each Award category, which are included in this document.

To ensure that the Excellence Awards are relevant to the broadest range of projects across the country, the judging criteria have been designed to allow flexibility in describing project merit and to allow judges to compare projects that demonstrate excellence across the many diverse aspects of stormwater management.

**All applicants will be required to attend a 30-minute interview with the Judging Panel for their Award Entry in October, 2019.** Interviews will be held within Melbourne CBD, with the venue yet to be confirmed. Further details regarding the interview day will be advised at a later date.

## Application Requirements

Entries must conform to the submission format, contain all the required information, meet the eligibility requirements and accept the Conditions of Entry.

Completed entry forms must be submitted electronically via the awards submission portal, you can access the portal via the following link <https://gems.eventsair.com/2019-sv-awards-for-excellence/sv-awards-submissions>

Entries must be received by **COB on Friday, 27<sup>th</sup> September, 2019.**

The entry fee is **\$150 per submission for Stormwater Victoria Members and \$300 per submission for Non-Members.**

For any questions about the application process contact:

Jessica Newmarch

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## Submission Format

- All submissions must use the entry form and be provided in electronic format (as Word Documents) for forwarding to the judges.
- Material presented should only consist of information requested on the entry form and visualisation material relevant to meeting the judging criteria. Repetition of material in different forms may detract from the judged score.
- Material of an advertising nature giving general unsupported views or information should not be included, except as adding to visualisation. All images must be of quality suitable for reproduction.
- Only one electronic file of the award submission is to be provided. All documents and material submitted should be amalgamated into the entry form. The exception is photographs, which should be provided in a jpeg format.

As per the entry form, the following information must be included in the application:

- Project title;
- Organisation and contact (include the lead applicant and any collaborators);
- Contact details;
- Category entered;
- Geographic coverage/ location of project (if applicable);
- Project timeframe, including a statement confirming that the project has been finished within a two-year period prior to the closing date of the entry – **COB Friday, 27<sup>th</sup> September, 2019.**
- A short (50 word) project description and preferred media contacts to include in media distribution announcing finalists and winners;
- Overview/ description of the project including objectives and outcomes (maximum 200 words) which is suitable for use in a media release;
- Identification of stormwater benefits provided by the project, including water quality, stormwater reuse, ecosystem health, flooding and drainage control, public health and safety, placemaking/amenity, and adaptation to climate change;
- Description of how the project meets/demonstrates each of the judging criteria for the nominated category (max 500 words per criterion);
- Summary of why the project is an exemplar of excellence in the nominated category (max 500 words);
- Estimated project cost, including the cost of the stormwater component and total project cost (this is to allow the judges to compare the benefits relative to the costs across projects);
- Contact details of two referees who can be contacted by the judging panel if required;
- At least three high resolution photos (jpg format) maximum of 1 mb per image. Please note: if email attachments exceed a total of 8MB, the attachments must be sent by a large file transfer system such as Hightail or Dropbox;
- Logos (lead applicant and project collaborators) in jpeg format, including permission to use and any conditions or guides to use;
- Statement confirming the information provided is accurate and not misleading in anyway and that all relevant permissions from collaborations and clients have been obtained for the award application;
- Project Referee contacts (2) if further, independent clarification on information provided is sought by judging panel;

## **Eligibility Requirements**

The following requirements must be met for a project to be accepted for award judging:

- The project was completed in the State where the nomination is entered, or at least the majority of the project. Alternatively, for the Excellence in Strategic Planning or Conceptual Design category, the project must be coordinated from that State. Projects that are located overseas but were substantially managed, planned and/or designed by practitioners in Australia are also eligible for entry.
- The project should have been completed within a two-year period prior to the Award submission closing date – **COB on Friday, 27<sup>th</sup> September, 2019.**

## Conditions of Entry

It is a condition of entry that entrants accept the following:

- Information provided by the entrant in relation to the Stormwater Excellence Awards (including photos) may be used by Stormwater Victoria for promotional/publicity purposes.
- At the discretion of the judging panel, the Association reserves the right to assess an entry in a different category than originally applied with the consent of the lead applicant. Note, in this eventuality the applicant will not be afforded the right to refine entry and it is unlikely that differences between category criteria will allow for a favorable consideration. Prospective applicants are encouraged to contact the relevant state association to seek guidance on criteria prior to submitting an application.
- Based on the quality and number of submissions, Stormwater Victoria reserves the right to present sub-category awards for specific areas.
- The decision of the judges is final and no correspondence concerning decisions will be entered into.
- Stormwater Victoria reserves the right not to allocate an award for a particular category. For an excellence award to be allocated, a project must demonstrate a minimum standard that is considered by the judging panel to reflect excellence.
- Stormwater Victoria reserves the right to allocate highly commended and merit awards in a category, in addition to an award of excellence.
- A project can be entered into multiple categories if the project meets the criteria for each category. Separate entries will need to be made for each category.

Should you have any questions regarding the Stormwater Victoria 2019 Awards for Excellence submission format, please contact the Jessica Newmarch at the Stormwater Victoria Association Secretariat on +61 2 9744 5252.

Provide a nominated contact to help applicants determine category if this is a service that is to be provided by the state association.