
Gold Medal criteria and procedure

(As amended April 2013, May 2017, June 2019, September 2019, April 2021)

Criteria

1. The Gold Medal is awarded at the discretion of the Board of Trustees for exceptional achievement in the field of town and country planning taking into account the National/International prominence. The Gold Medal is open to the national and/or international Chartered Members of the Institute.
2. The criteria for recognising exceptional achievement falls into four broad categories -
 - a) Professional Profile and Influence; AND
 - b) Ideas; AND/OR
 - c) Practice; AND/OR
 - d) Professional service;

Criteria (A) Professional Profile and Influence is a pre-requisite, and in addition to that, the proposed individual must fulfil at least one of the other three categories mentioned as (B), (C) and (D).

3. Individuals considered for the award will have important exceptional achievements to their credit in more than one of the following four categories. The individual must fulfil the criteria mentioned in “(a) Professional Profile and Influence”, and in addition to that, at least one of the other three categories mentioned as: (b); (c) and (d).

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| (a) Professional profile and Influence | National/International standing and influence; AND |
| (b) Ideas | This category includes creating and disseminating new knowledge, including: historical studies; criticism theory and impact of planning; the creation of innovative research methods; the development of innovative teaching and inspiring students; AND/OR |
| (c) Practice | This category includes techniques and methodology, planning, practice, projects and design, team leadership; AND/OR |
| (d) Professional service | This category includes efforts which succeed in enhancing the public status of the profession whether by raising the standards of its practitioners or by improving its professional organisation and relations. |

Please note:

- If you are nominating an individual to receive the Gold Medal, you must have access to a full history and evidence of the nominee and their achievements.
 - This award is only open to an individual and not to a team who would have worked together for an exceptional achievement.
4. The deadline to receive nominations shall be decided in consultation with the Chief Executive. (in odd years...E.g., 2021, 2023...). The Gold Medal is awarded no more than every second year. However, a pragmatic approach would be followed if a suitably distinguished candidate is identified outwith the normal process.

Procedure

At the start of the year (odd year E.g., 2021, 2023), the Governance Team (governance@rtpi.org.uk) will send an email to the General Assembly Members/ Standing Committee Chairs/ National Executive Committee Chairs/ Regional Management Board Chairs/ Network Chairs/Planning Schools Forum to ask for nominations for the Gold Medal to be submitted by the specified deadline. All the submissions will be considered by the Nomination

Subcommittee at the first available meeting following the close of nominations. The Nomination Subcommittee will consider proposals for recipients of the Gold Medal and advise/ make its recommendation to the Board of Trustees as to whether the criteria for the award have been met and if the Gold Medal should be awarded. The final decision will be made by the Board of Trustees and its decision is final.

There is no right of appeal against the recommendation of the Nomination Subcommittee and/or the Board of Trustees' decision. Please note, the decision will be taken on merit basis and no further feedback will be shared on non-selection.

The award is open to national and/or international Chartered Members of the Institute. To nominate, a nomination must be proposed by a Chartered RTPI Member. In addition to the proposer, the nomination must be supported by four other Chartered members, one of which must be a General Assembly Representative and/or a Trustee of the Board).

To nominate, please submit the following:

- (a) Nomination Form – to be filled in by the proposer
- (b) CV of the proposed candidate
- (c) Individual statements (letters of support) from the four other supporters indicating why they believe the candidate should be considered for the Gold Medal and whether the nominee fulfils all the criteria. The supporting letter/statement should be attached separately. Each supporting letter should not be more than 2 sides of the A4 paper.

For further information, please contact the Governance Team email: governance@rtpi.org.uk