



Application Pack

Application pack



Hertfordshire Building Futures

Building Futures is a partnership of nine Hertfordshire local authorities, led by Hertfordshire County Council, with stakeholder input and engagement. It provides the following resources:

■ A Sustainable Design Toolkit

To help those who prepare and assess development proposals in Hertfordshire, to better understand the principles of sustainable design and construction and to consider how best these principles can be applied to specific schemes/sites.

The Toolkit covers 11 eleven topic areas that include air, climate change & adaptation, design, energy & climate change, landscape & biodiversity, materials, noise, safety, waste, water, and retrofit.

■ Hertfordshire Design Review Panel

To provide expert, independent and impartial design advice on the quality and sustainability of development proposals coming forward within Hertfordshire.

■ Hertfordshire Building Futures Awards

The biennial 'Hertfordshire Building Futures Awards' began in 2009 and has since grown to become a high profile event, at both local and regional levels; recognised and valued by Hertfordshire local authorities and the development industry. It not only provides the opportunity to celebrate those developments at the forefront of sustainable development in Hertfordshire, it also provides a valuable networking opportunity, bringing together senior politicians and managers across all Hertfordshire local authorities, policy makers, sustainability experts, development management teams, building product companies, design/development teams and their clients, amongst others.

To find out more, visit the Building Futures [website](#)



2013 Winners: Bushey Academy (L) and Warner Bros. Studios Leavesden (R)

BuildingFutures Awards 2015

The 2015 **BuildingFutures Awards** ceremony will take place in March 2016 at the Old Palace, Hatfield House. The Awards recognise and reward projects that demonstrate sustainability, innovation, and high quality design in response to environmental challenges, completed in Hertfordshire between 16th September 2013 and 16th September 2015.

There are four award categories to recognise and reward exemplar projects which have made steps towards implementing the principles of sustainable design and construction, as set out in the Building Futures Sustainable Design Toolkit. They are:

■ **Most Sustainable Construction**

This category rewards new development that has made an exceptional contribution to environmental sustainability. Not only in the completed build, but throughout the whole lifecycle of the project incorporating the early planning and development stage, construction and consideration of future use.

■ **Design Excellence**

This category rewards development that demonstrates excellence in architectural design, build quality, landscaping and public and private space.

■ **Retrofit for the Future**

This category rewards schemes which have improved the quality of a building(s) and extended the life of a building(s). The award is open to residential and non-residential buildings as well as other elements of the built environment, for example public open space improvement projects.

■ **Project of the Year, new for 2015!**

This category rewards schemes which have holistically embraced sustainability and are an exemplar for best practice in sustainable development. Entries that push the boundaries, and provide an insight into the future of sustainability are welcomed.

Key dates

- **The submissions period** will close at 5pm on Friday 27th November 2015
- **Judging** will take place in December 2015 and January 2016. Judges site visits, to shortlisted projects, will take place between 12th and 23rd January
- **The awards ceremony** will take place in March 2016 at the Old Palace, Hatfield House, date to be confirmed

For up-to-date information about the Awards visit the Building Futures [website](#), or follow us on Twitter Building Futures@sus_dev

Why enter?

Entering the awards is an opportunity to demonstrate your commitment to delivering high quality sustainable development.

Shortlisted entrants will receive the following:

- **Invite** to attend a prestigious awards ceremony, at which the winners of each award category will be announced
- **High level exposure and recognition** at the awards ceremony amongst industry peers and potential future clients
- **Publicity** including post event media coverage, and a profile on the Building Futures website
- **A 'Building Futures Winner' logo**, and the rights to publish it on all company and marketing publications until September 2017

"The Building Futures Awards have become the highest profile event for the construction industry and local authorities in Hertfordshire to celebrate excellent design and to recognise the determined efforts being made to benefit the environment and quality of life for residents."

"Since Building Futures was established almost 10 years ago, we have seen many shining examples of best practice in design, planning, construction and refurbishment which are testament to the approach which is being encouraged in the county."

Derrick Ashley, Hertfordshire County Council Executive Member for Environment, Planning and Transport

Who can enter?

Projects must be located in Hertfordshire and completed between 16th September 2013 and 16th September 2015.

Anyone can nominate a project for an award, whether you are a client, architect or contractor wanting to promote your latest scheme, or a local resident who wants to shout about sustainable development in your neighbourhood; we want to hear from you!

Any development is eligible for nomination, no matter how big or small, from individual buildings to large scale developments. Projects include new build, conversion and refurbished schemes in the residential, commercial, retail, education, health and leisure sectors.

Nominations can be entered into one or more award category, refer to the award criteria for more information.

If you are unsure about whether or not your scheme is eligible for nomination, please contact The Building Futures Team at buildingfutures@hertfordshire.gov.uk.

How to enter

Applications must be received by 5pm on Friday 27th November 2015. Please note that the judges reserve the right to exclude applications received after this deadline.

An application must be submitted for each project and include the following:

- **Covering letter**
- **Completed application form**
Please state clearly the award category(s) for which the project is entered
Please include a daytime contact number in case we need to clarify specific aspects of your application
- **Location plan**
- **Any relevant supporting documents** such as plans, drawings or photographs
Please do not send original documents as we cannot return them
- **An entry fee of £50, cheque made payable** to Hertfordshire County Council

Please send one paper copy and one electronic copy on a CD of your application to:

Address: Hertfordshire Building Futures Awards 2015
Environmental Resource Planning
Postal Point CHN 215
Hertfordshire County Council
County Hall
Pegs Lane
Hertford SG14 8DN

Alternatively, if the electronic copy is less than 4MB you can email it to:

Email: buildingfutures@hertfordshire.gov.uk



2013 Winners: Boundary way, Watford (L) and Westminster Lodge Leisure Centre (R)

Awards Judging

The judging process will take place between December 2015 and January 2016.

An expert panel of up to four judges will assess each award category. Judges are members of the Hertfordshire Design Review Panel and bring together a wealth of expertise in the fields of sustainability, architecture and urban design. The Judges professional profiles can be viewed on the Building Futures [website](#).

The judge's site visits to shortlisted projects will take place between 12th and 23rd January 2016. A client contact and/or member of the project team must be available to conduct the site visit with the judges and answer any technical questions about the project. The date and time of site visits will be confirmed after the nominations period closes on 27th November 2015.

Rules

- **One winner will be selected for each award category**, the judges may also choose to give a special award or commendation to other project(s) within a category
- **Judges reserve the right not to make an award** where it is felt that the nominated projects do not merit an award
- **Judges may consider a project under an alternative award category(s)** where it is felt that the project better fulfils the requirements of that category
- **Judges must declare any conflicts of interest**, judges will be excluded from the judging process for any project that they have been involved with
- **The judges' decision is final, in all aspects of the judging process.** No discussions or correspondence relating to the judges decisions will be entered into
- **Profiles of the winning projects and feedback will be published on the Building Futures website following the awards ceremony**

Award criteria

Projects will be assessed on their overall contribution to environmental sustainability. The following award criteria are provided as a guide for applicants and will be used as appropriate in assessing nominations. Please note the list of criteria is not exhaustive, and projects are not required to meet every aspect within a category.

Most Sustainable Construction

This award category is for developments that have made an exceptional contribution to environmental sustainability, throughout the whole lifecycle of the project, from the early planning stages, throughout construction, to the completed build and consideration of future uses.

Submissions will be assessed on their contribution to the environmental sustainability agenda incorporating innovative construction and design, and recognition of national sustainability standards.

Judges will take the following aspects into account:

- a) Achievement of nationally recognised levels of sustainability**
(e.g. BREEAM / Code for Sustainable Homes / Home Quality Mark / National technical standards for housing)
- b) Use of best practice construction management to minimise impacts on the environment**
(i.e. registered with the Considerate Constructors Scheme)
- c) Use of technological advances in construction to minimise impacts on the environment**
- d) Use of lifecycle assessment tools within the design process**
- e) Consideration of climate change projections and scenarios within the design process**, recognition that buildings/spaces exist for numerous and varied climatic conditions throughout their operational life
- f) Considered climate change and adaptation within the open space strategy**
(e.g. use of drought tolerant species etc.)
- g) Use of energy modelling within the design process**
- h) Reduced energy use/demand as far as practical through innovative design and materials**
(e.g. orientation of buildings to maximise solar gain / improved thermal performance etc.)
- i) Achievement of Energy Performance Ratings**
(e.g. Energy Performance Certificates (all domestic and commercial buildings) / Display Energy Certificate (DEC) (public buildings))

- j) Evidence that the gap between the design intent and the ‘as-built’ performance has been closed**
It should be demonstrated that in-use energy consumption will be close to (or better than) the design predictions and that protocols such as soft landings (or equivalent) have been used to help achieve this objective.
- k) Use of building management systems for heating/cooling, ventilation and lighting**
- l) Use of on-site renewable energy systems**
(e.g. solar hot water, biomass, ground source heating and cooling, photovoltaic cells and wind power)
- m) Use of innovative design to provide passive cooling**
(e.g. sustainable on-site/decentralised low carbon energy systems to reduce carbon emissions)
- n) Reduction of water use during occupancy of the development**
(E.g. use of sub-meters and leak detection in non-residential buildings, installation of water saving devices, installation of rainwater harvesting and greywater systems)
- o) Use of non-potable water for irrigation of landscape areas**
- p) Use of sustainable drainage systems (SUDS)**
- q) Installation of flood resilience measures**
- r) Use of sustainable materials**, including locally sourced materials where appropriate
- s) Use of materials/products that reduce the atmospheric impact of development**
(e.g. zero ozone depleting material, materials which avoid substances that have a global warming potential (GWP) and which avoid the use of VOC’s and other toxic compounds)
- t) Consideration of, and built in flexibility for, future uses**
- u) Design measures to reduce the impact of noise**
(e.g. arrangement of sensitive areas away from areas of noise)
- v) Design measures to enable effective waste management during occupancy of the development**
(e.g. dedicated areas for recycling and waste storage etc.)
- w) Measures to minimise disruption and disturbance to on-site species**
- x) Access throughout the development for non-motorised modes of transport**
- y) Consideration of access to local services, public transport and other sustainable modes of transport**

Design Excellence

This award category is for new developments that demonstrate excellence in architectural design, build quality, landscaping and public and private space.

Submissions will be assessed on their design quality, creativity and original design, and how they complement the communities and landscapes in which they are situated.

Judges will take the following aspects into account:

- a) Excellence in architectural design, build quality, landscape and public and private space**
- b) Creativity and originality in design**
- c) Response to Hertfordshire's distinctive local character**
- d) Response to the built environment, landscape and topography of the local area in its layout, massing, scale, proportion and materials**
- e) Creation of safe, well connected, integrated, permeable and accessible environment**
- f) Creation of places with a distinctive character, with recognisable landmarks, a clear structure and where public and private spaces are well distinguished**
- g) Provides a mix of tenure and building types, integrated within well planned public spaces to bring people together and provide opportunities for employment, recreation and leisure**
- h) Building and street layout in larger schemes that prioritise pedestrians and enable a modal shift to walking, cycling and public transport**

Retrofit for the Future

This award is for projects that have improved the quality of a building(s) and extended the life of a building(s). The award is open to residential and non-residential buildings.

Judges will take the following aspects into account:

- a) Achievement of nationally recognised levels of sustainability**
(e.g. BREEAM / Home Quality Mark / National technical standards for housing)
- b) Reduction in the environmental footprint and whole life cost of the building**
(including both operational and any structural alterations)
- c) Achievement of Energy Performance Ratings**
(e.g. Energy Performance Certificates (all domestic and commercial buildings) / Display Energy Certificate (DEC) (public buildings))
- d) Reduced energy use/demand as far as practical through innovative design and materials**
(e.g. improvement of thermal performance etc.)
- e) Introduction of building management systems for heating/cooling, ventilation and lighting**

- f) Reduction of water use during occupancy of the development**
(e.g. use of sub-meters and leak detection in non-residential buildings, installation of water saving devices, installation of rainwater harvesting and greywater systems)
- g) The use of innovative and sustainable techniques**
- h) Introduction of sustainable materials**, including locally sourced materials where appropriate
- i) Introduction of materials/products that reduce the atmospheric impact of development**
(i.e. zero ozone depleting material, materials which avoid substances that have a global warming potential (GWP) and which avoid the use of VOC's and other toxic compounds)
- j) Contribution to the improvement of the building/development local setting and sense of place**
- k) Evidence that retrofitting achieves greater environmental, social and economic benefits than demolition and rebuild**
- l) Potential to repeat smaller projects at a larger scale**
- m) Introduction of on-site renewable energy systems**
(e.g. solar hot water, biomass, ground source heating and cooling, photovoltaic cells and wind power)
- n) Considered climate change and adaptation within ancillary open space**
(e.g. introduction of drought tolerant species etc.)
- o) Introduction of measures to enable effective waste management**
(e.g. dedicated recycling and waste storage etc.)
- p) Use of non-potable water for irrigation of landscape areas**
- q) Introduction of sustainable drainage systems (SUDS)**
- r) Installation of flood resilience measures**
- s) Consideration of, and flexibility for, future uses**
- t) Measures to reduce the impact of noise**
(e.g. noise attenuation measures)

Project of the Year

New for 2015, the Project of the Year Award is for schemes that have holistically embraced sustainability and are an exemplar for best practice in sustainable development.

Submissions that push the boundaries, and provide an insight into the future of sustainability, or provide innovative and/or bespoke solutions are welcomed in this category.

Judges will take into account aspects of the award criteria from across all of the award categories.

Hertfordshire Building Futures Awards 2015

Project details

Award category for which this project is entered (please tick one or more)

- ☐ Most Sustainable Construction
☐ Design Excellence
☐ Retrofit for the Future Award
☐ Project of the Year



Name of project:	
Address:	
Postcode:	
Name of project client/owner:	Architect:
Project start date:	Project completion date:
Other project team participants:	

Information about the applicant

Name of Applicant:	
Organisation (if applicable):	
Position:	
Address:	
Postcode:	
Contact telephone number:	Email address:
Representing:	
<input type="checkbox"/> Client	<input type="checkbox"/> Architect
<input type="checkbox"/> Contractor	<input type="checkbox"/> Local Authority
<input type="checkbox"/> Other, please state <input type="text"/>	

How did you hear about the awards?	
<input type="checkbox"/> Building Futures e-news	<input type="checkbox"/> entered previous awards
<input type="checkbox"/> project partner	<input type="checkbox"/> event/presentation
<input type="checkbox"/> search engine	<input type="checkbox"/> word of mouth
<input type="checkbox"/> social media [please state] <input type="text"/>	
<input type="checkbox"/> magazine/website [please state] <input type="text"/>	
<input type="checkbox"/> other [please describe] <input type="text"/>	



The scheme

Please provide a brief description of the scheme.

Project details

Please describe how your scheme meets the judging criteria for the categories you have entered, and any other reasons why you consider it to be award winning.

Project details continued...

Data protection

By entering the Hertfordshire Building Futures Awards you give the Building Futures Partnership the right to publish details of your entry.

Please tick the box to confirm you accept these terms and conditions. If this box is not ticked, we cannot proceed with your entry.

☐ I have read and understood the data protection notice.

Use of photographs

☐ I give permission for the photographs submitted to be used by the Hertfordshire County Council and the Building Futures Partnership for purposes associated with the Building Futures initiative without payment of a royalty fee. Full credit will be given where required. If photo credits are required please supply details below.

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Signature of applicant

I certify that the information provided is true and complete to the best of my knowledge.

Name:	Date:
Signature:	

N.B. No signature is necessary if this form is sent electronically from the applicant's email account.

Application checklist

Please ensure the following are included with your entry (please tick)

- ☐ Covering Letter
- ☐ Application Form
- ☐ Location Plan
- ☐ Electronic Copy of Submission (if less than 4MB)
- ☐ Cheque payment (£50)
- ☐ Supporting Documentation (optional, please list)

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Submit via email

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If you would like more information about **BuildingFutures** or the Awards 2015 please visit the website or contact the Building Futures Team:

Website: <http://www.hertslink.org/buildingfutures/>

Telephone: Rachael Donovan (01992) 556294

Jennifer Clarke (01992) 555205

