

## Guide for entrants



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## WELCOME

Dear Partner

We would like to welcome you to a new exciting initiative this year:

**The 2019 Housing Essex Excellence Awards** and hope you will be able to find time to make a submission under one or more of our seven categories.

By making a submission you will help promote the excellent work of your organisation in supporting housing in Essex.

Applying is simple via our online web page: <https://www.housingessex.org/housing-excellence-awards/>. If successfully short-listed you will be invited to a prestigious award ceremony in the autumn.

May we wish you every success in your application!

If you don't intend to make an application yourself, please help our publicity campaign by forwarding the message on...

Many thanks

Mark Curle – Chair EDG & Galliford Try Partnerships  
Helen McCabe – Chair SEHG, Thurrock Regeneration Ltd

# Housing Excellence Awards 2019

## Key steps

- 1. Read the relevant sections of this guide carefully, and check the entry criteria for your award category.** You may wish to type your submission details in a Word document before pasting it into the form so that you can save your progress. However, please bear in mind that the form does not accept formatting.
- 2. Visit the Housing Excellence Awards web page [here](#).**
- 3. and begin the process by clicking on the relevant award category.**
- 4. Submit each entry you wish to make separately through the web page** (you can submit as many as you want).

## Introduction

### Background

The Housing Essex Excellence Awards is a new initiative aimed at rewarding and promoting the high quality work of our housing partners in Essex. The Awards are intended to:

- Recognise the best housing (schemes, services or individuals) in Essex
- Highlight best practice and promote housing generally
- Support the [Essex Design Guide](#) and other Place Making initiatives including the new Essex Quality Review Panel

### Award categories

There are seven categories up for consideration this year

- Housing schemes over 50 homes
- Housing schemes under 50 homes
- Innovation
- Skills
- Delivering services for vulnerable people
- Partnership
- Housing professional of the year

## **Who can apply?**

Nominations are sought from house builders, housing associations, local authorities, contractors, agents and voluntary sector delivering housing and related services in Essex.

## **Why enter?**

By entering the awards, applicants have the opportunity to enhance their profile and gain recognition for their contributions to housing in Essex.

Finalist will be invited to attend a prestigious award ceremony in the autumn where the award winners will be announced at the event.

By entering you will be able to:

- Gain invaluable media exposure and free promotion which will raise your organisation's profile and demonstrate your organisation's commitment to housing excellence
- Promote your work, share best practice and encourage collaboration and innovation in the housing sector
- Have the high quality work of your staff, their skills and commitment recognised
- Network with other EDG and SEHG partners at the awards ceremony
- Potentially receive an award, medal and certificate or be a runner up.

## **How to enter?**

Entries should be submitted via the Housing Essex awards website page at: <https://www.housingessex.org/housing-excellence-awards/> before the closing date on 28 June 2019.

You are welcome to submit more than one entry, whether to one or multiple categories. Each entry should be submitted separately through the web page.

Entries will then be judged by an expert panel of assessors.

If you would like to know more about the new Housing Essex Excellence Awards please email [admin@housing.org](mailto:admin@housing.org) or call Alastair Pollock on 01268 882270.

## **Deadline**

The deadline for entries is 28 June 2019.

## Categories and judging Criteria

### 1. Excellence in Development (large schemes)

**Eligibility**

Any development located in Greater Essex over 50 homes in size

**Entry**

Upload and complete application form including maximum 500 word statement via the awards web page

**Award**

Receive an award, medal and certificate or be a runner up

This award recognises the development of homes (new or refurbished) which make a significant contribution to meeting housing needs; improving the image and perception of affordable housing in Essex. There will be two awards under this category; one for a small scheme (under 50 homes) and another for a large scheme (over 50 homes). To be successful in the large scheme entry, we are looking for schemes that not only meet housing need and but also delights residents and the wider local community through excellence in design, construction or public realm.

#### Key judging criteria for large developments:

- Over 50 homes located in Greater Essex with at least 25% completed
- Meeting affordable housing need ideally through mix of tenures
- High quality design, construction and or public realm
- Resident / community satisfaction / awards / media feedback

### 2. Excellence in Development (small schemes)

**Eligibility**

Any development located in Greater Essex under 50 homes in size

**Entry**

Upload and complete application form including maximum 500 word statement via the awards web page

**Award**

Receive an award, medal and certificate or be a runner up

This award recognises the development of homes (new or refurbished) which make a significant contribution to meeting housing needs; improving the image and perception of affordable housing in Essex. There will be two awards under this category; one for a small scheme (under 50 homes) and another for a large scheme (over 50 homes). To be successful in the small scheme entry, we are looking for schemes that not only meet housing need and but also delights residents and the wider local community through excellence in design, construction or public realm.

Key judging criteria for small developments:

- Under 50 homes located in Greater Essex with at least 25% completed
- Meeting affordable housing need ideally through mix of tenures
- High quality design, construction and or public realm
- Resident / community satisfaction / awards / media feedback

**3. Excellence in Innovation**

<b>Eligibility</b> Organisation that has successfully used modern methods of Construction	<b>Entry</b> Upload and complete application form including maximum 500 word statement via the awards web page	<b>Award</b> Receive an award, medal and certificate or be a runner up
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This award is for an organisation who has incorporated modern methods of construction in their scheme, including the use of Building Information Modelling (BIM) to more efficiently plan, design, construct, and manage buildings and infrastructure. We are looking for schemes that are ideally at post occupation stage where any evaluation / feedback from residents could be used to support the submission.

Key judging criteria for Excellence in Innovation:

- Incorporating modern methods of construction
- Located in Greater Essex
- Use of BIM
- Evaluation / feedback from residents / awards

**4. Excellence in Skills**

<b>Eligibility</b> Organisation who has been proactive in meeting their skills needs in construction	<b>Entry</b> Upload and complete application form including maximum 500 word statement via the awards web page	<b>Award</b> Receive an award, medal and certificate or be a runner up
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Ensuring the construction sector has the right skills is critical to whether it can successfully meet an accelerated housing delivery target in Essex. This award is for the organisations that has been most proactive in assessing and meeting its skills needs in construction. Details of how this need was met through the direct engagement of support through for example schools, colleges and public sector should be included in the submission.

### Key judging criteria for Excellence in Skills:

- Proactive in assessing skills needs in construction
- Pathway showing how the skills need is / or planned to be met
- Evidence of engagement through Essex Employment and Skills Board, Skills sub groups / committees, events such as job fairs etc.
- Contributing to meeting accelerated housing delivery targets in Greater Essex.

## 5. Excellence in Delivering Services for Vulnerable People

<b>Eligibility</b> Organisation successful in meeting the needs of vulnerable people	<b>Entry</b> Upload and complete application form including maximum 500 word statement via the awards web page	<b>Award</b> Receive an award, medal and certificate or be a runner up
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This award recognises the development of excellent services meeting the needs of a specific group, such as younger or older people or another group that requires additional support enabling them to live independently. We will be looking at both your overall approach and specific outcomes achieved. Nominations are invited for a person, organisation or project delivering excellent services to vulnerable people.

### Key judging criteria for delivering services for Vulnerable People:

- Service being operated in Greater Essex (past or present)
- Could be a person, organisation / team or project
- Clearly identifies vulnerable Group
- Success in terms of meeting key outputs / milestones
- Feed-back from individuals / groups benefiting from the service

## 6. Excellent Partnership

<b>Eligibility</b> Organisation that has been most proactive working in partnership to delivery a service or scheme	<b>Entry</b> Upload and complete application form including maximum 500 word statement via the awards web page	<b>Award</b> Receive an award, medal and certificate or be a runner up
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This award is for an organisation with the strategic vision to recognise working in partnership can improve its overall contribution to its customers and the communities it works in. We're looking for a partnership that has resulted in an

improvement to service or delivery of a particular scheme, for example regeneration, community safety, health initiatives, public health, sustaining tenancies/assisting those at risk.

Key judging criteria for an excellent partnership:

- Partnership operating in Greater Essex
- Can be an informal partnership but should have terms of reference and or memorandum of understanding
- Evidence of improved service delivery or project delivery
- Meeting outputs, outcomes and or milestones
- Meeting needs of local community / residents in Essex

## 7. Excellent Housing Professional of the Year

<p><b>Eligibility</b> An individual who has made a significant contribution to housing scheme or strategy</p>	<p><b>Entry</b> Upload and complete application form including maximum 500 word statement via the awards web page</p>	<p><b>Award</b> Receive an award, medal and certificate or be a runner up</p>
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To be awarded to someone that has made a significant contribution to the housing profession and/or residents during the year. This award recognises an individual who demonstrates an in-depth understanding and knowledge of the sector. We're looking for someone who's a role model, and has personal and professional integrity with the ability to help and support others.

Key judging criteria for housing professional of the year:

- Either based or working in Greater Essex
- Significant contribution to housing profession (development, strategy or management)
- In-depth understanding and knowledge of the housing sector
- Role model with professional integrity to support others
- Recognised by management / board or other individuals / organisations

## **Judging and Shortlisting**

### **Judges and panels**

The judging panel will be made up of housing practitioners and advisors and from public and private sector. Their profiles will be available on the Housing Excellence Awards website page.

Any conflicts of interest must be declared before the assessment date.

### **Shortlisting**

The entries in each category which are scored highest by the judges will be presented as a shortlist during July 2019.

## **Awards Ceremony and Dissemination**

### **Awards ceremony**

The Awards will be presented at the inaugural Housing Essex Excellence Awards ceremony in Chelmsford, Essex on 10 October 2019. (The event will be free of charge this year, charging may apply in future years).

Those short listed will be expected to attend the ceremony and provide a brief presentation of their submission.

### **Dissemination**

Essex Developers Group and South Essex Housing Group will promote and disseminate the winning and commended entries via the Housing Essex website and press releases.

Ownership and intellectual property of the entries will remain with the entrants, however, entrants by entering the competition will be giving their consent to general promotion and marketing at the awards event ceremony and thereafter.

## **Further information and enquiries**

This guidance is available on the Housing Essex website at:

<https://www.housingessex.org/housing-excellence-awards/>

Our Privacy Policy is available here: <https://www.housingessex.org/privacy-policy/>

## APPLICATION PROCESS FLOW DIAGRAM

