

**DELIVERING
MORE**

**Homes for Scotland
Annual Awards 2019**

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CHIEF EXECUTIVE'S MESSAGE

05 December 2018

Dear colleague

Rounding off what has been another busy year for the team at Homes for Scotland (HFS), I am delighted to announce that our 2019 Awards programme is now open for entries.

The main categories remain the same this year, with the exception of the Innovation and Best Practice award, which has been expanded to allow members to highlight examples of innovative practices they have implemented with a view to having a significant positive impact on their **individual organisation**:

- **Private Development of the Year – large (100+ units)**
- **Private Development of the Year – medium (26-99 units)**
- **Private Development of the Year – small (up to 25 units)**
- **Affordable Housing Development of the Year**
- **Supporting Organisation of the Year**
- **Company Innovation and Best Practice**

The awards remain as vital as ever as we launch our new strategy, with a clear objective to improve the image and understanding of the industry. The examples that you submit of the high quality work which the industry produces and the innovative practices with which it engages in further help to publicly strengthen this message. I urge you to submit as many entries in as many categories as possible in order to showcase your own organisation, valued staff members and commitment to excellence.

Following feedback from our independent judging panel, we will continue to stringently assess the very best of what our industry has to offer. I would urge you to note the importance the judges place upon the accompanying photography to ensure this fully supports any entries, particularly those for the development categories.

The robust nature of the HFS awards scheme means that these highly esteemed accolades are much sought-after, and we will be looking to create as much “buzz” as possible surrounding those on the shortlist and the overall winners. We therefore look forward to receiving a variety of submissions which demonstrate both quality and innovation within our industry by the closing date of **Friday 1 February 2019**.

To give you the best possible chance of making the shortlist, please note the judges’ feedback and entry guidance detailed herein.

Thank you once again for your support and I look forward to celebrating with you all at the HFS Annual Lunch & Awards ceremony on Friday 17 May.

Kind regards

Nicola Barclay
Chief Executive



THE AWARD CATEGORIES

Entries from HFS members are invited across the following categories:

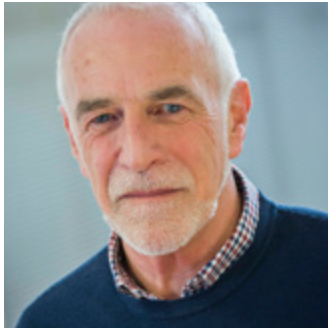
- 1. Private Development of the Year – large (100+ units)**
- 2. Private Development of the Year – medium (26-99 units)**
- 3. Private Development of the Year – small (up to 25 units)**
- 4. Affordable Housing Development of the Year**
- 5. Supporting Organisation of the Year**
- 6. Company Innovation and Best Practice**

A full listing of members can be found at www.homesforscotland.com.

NB: no public referencing will be given to non-members.

THE JUDGING PANEL

Our esteemed judging panel this year comprises:



Andy Mitchell (Chair)
Former Land Director,
CALA Homes



Kareen Davidson
Former Sales & Marketing Director,
Bett Homes



Ewan Fraser
Former Chief Executive,
Dunedin Canmore



Ian Gilzean
Chief Architect,
Scottish Government



David Stewart
Policy Lead,
SFHA



Stuart Tait
Manager,
Clydeplan



Douglas Read
Past President,
RIAS



Allan Lundmark
Former Director of Planning,
Homes for Scotland



Douglas Cochrane
Chair,
UK Finance



Fraser Carlin
Convenor,
RTPI Scotland

THE JUDGING PROCESS



- 1** Entries will, in the first instance, be assessed according to a single stage submission process with judging based on quality, content and strength of case being made.
- 2** Entrants should ensure submissions clearly meet the criteria outlined for each category.
- 3** Entries will be scored equally across the defined criteria set out in each category using pre-developed matrices to ensure consistency in approach.
- 4** Judges will contact organisations for further information if they consider necessary.
- 5** A maximum of five entries will be shortlisted in each category. Judges will then undertake pre-arranged site visits to those shortlisted in the Private Development and Affordable Housing Development categories and invite those members shortlisted in the Supporting Organisation of the Year and Innovation and Best Practice categories for interview.
- 6** Companies shortlisted in the Private Development categories will also be considered for the Home Builder of the Year award for which interviews with a senior management representative will be arranged to coincide with the site visits in order to recognise the more rounded nature of this award.

This senior management representative must therefore be able to answer a broad range of questions in relation to matters such as customer satisfaction, employee satisfaction, product design, health and safety, demonstrations of investment and growth and other quality indicators as agreed by the judges.
- 7** Management of the judging process will be agreed by the judges themselves.
- 8** Judges will declare any vested interests in any submissions and remove themselves from assessment of such entries.
- 9** The judges may, in exceptional circumstances, give special recognition as they feel appropriate.

JUDGES' FEEDBACK



With a 25% increase in the number of submissions received in 2018, the independent judging panel was of the opinion that, yet again the bar had been raised in terms of quality – in fact it was declared that 2018 was the best yet.

During site visits and interviews that took place across the length and breadth of the country, judges were continually impressed by the passion and professionalism on display by member companies who provided exhaustive information to back up their submissions.

In order to maximise the chance of shortlisting, the judges recommended that the following should be taken into consideration for future entries:

- 🏠 **Photography:** should be required (not optional) and clearly illustrate the development as opposed to interior shots, which are not relevant in this context
- 🏠 **Testimonials:** should not be over-reliant, should be independent as far as possible
- 🏠 **Ownership:** senior management must take ownership of individual submissions to ensure quality
- 🏠 **Design statement:** must not be a rehash of supplied entry criteria

ANNUAL LUNCH 2019



Winners of the 2019 Homes for Scotland awards will be announced at our Annual Lunch at the Edinburgh International Conference Centre on Friday 17 May 2019.

Attracting a record attendance of over 1,100 senior representatives and guests in 2018, our Lunch is *the* premier event in the Scottish home building calendar. Bookings will open before the Christmas holidays – look out for details in our Friday update and on our website at www.homesforscotland.com.

Annual Lunch 2019
sponsored by

 Burness Paull

PROMOTION AND PR



Homes for Scotland will be looking to promote the awards as fully as possible – look out for further updates within our weekly news round-up.

GUIDANCE



This section provides direction on what the judges will be looking for in entries across the various categories.

There are no limits to the number of entries in any category from any company.



2018 category winner: Stewart Milne Homes for Regency Place, Aberdeen



Private Development of the Year – large (100+ units)

Whilst entries for this award should demonstrate how the development creates a high quality place for people to live in, commercial success measures are also key.

Equal weighting will therefore be given to the below criteria, with a maximum of 250 words allowed for each:

- 🏠 placemaking**
To explain what type of place is being created, eg:
- connectivity, green/recreation space, sense of arrival and community engagement etc
- 🏠 architectural design quality**
- distinctive character and identity, variation in house type and design, relationship to existing settlements and buildings, response to landscape and topography etc
- 🏠 sustainability/corporate responsibility**
- demonstrations of best practice in relation to corporate responsibility and details of Section 75 contributions

- response to local ecology and provision of biodiversity features, green infrastructure, notable sustainability features (e.g. innovative SUDS ponds/ways to capture water run-off), energy efficiency measures etc
- 🏠 commercial success**
- selection and suitability of property mix, mix of price bands, sales rates and customer testimonials etc

Submissions are invited for developments/phases or those completed between 1 August 2017 and the closing date of Friday 1 February 2019 with the stipulation that approximately 50% of the development/phase is already occupied.

New phases of existing developments adhering to this timeframe/stipulation are also welcome.

NB: As new build-focused awards, any refurb/conversion aspect of a scheme must clearly be shown as contributing to new additional supply.

Entries from joint venture/consortiums comprising HFS member companies are acceptable, though non-member organisations will not receive any public referencing.

In addition to the information required on the pro-forma entry document, submissions must include a:

- 🏠 link to the design statement submitted with the planning application
- 🏠 location plan
- 🏠 site layout plan

They must also be supported by up to ten images which best illustrate the development's success in the context of the above criteria.

NB: Interior home images are not suitable for this award.

In order to highlight the industry's impact and reach in terms of the supply chain, key consultants and strategic partners considered instrumental to the project should be listed for information (although only HFS member companies will receive any public referencing).

Please note:

A maximum of five developments will be shortlisted in this category with all shortlisted sites to be visited by judges.

Shortlisted companies will also be put forward for consideration for Home Builder of the Year with judges undertaking interviews with senior management (covering areas such as quality indicators, health and safety, employee satisfaction, product design, investment and growth) during site visits to recognise the more rounded nature of this award.

It is proposed that site visits/interviews will take place in the week commencing 1 April 2019 (although this may be subject to change).

See page 15 for further information on the Home Builder of the Year award. Full details of the information required will be circulated ahead of interview.



2018 category winner: David Wilson Homes West Scotland for The Botanics, Glasgow



Private Development of the Year – medium (26-99 units)

Whilst entries for this award should demonstrate how the development creates a high quality place for people to live in, commercial success measures are also key.

Equal weighting will therefore be given to the below criteria, with a maximum of 250 words allowed for each:

- 🏠 placemaking**
To explain what type of place is being created, eg:
- connectivity, green/recreation space, sense of arrival and community engagement etc
- 🏠 architectural design quality**
- distinctive character and identity, variation in house type and design, relationship to existing settlements and buildings, response to landscape and topography etc
- 🏠 sustainability/corporate responsibility**
- demonstrations of best practice in relation to corporate responsibility and details of Section 75 contributions

- response to local ecology and provision of biodiversity features, green infrastructure, notable sustainability features (e.g. innovative SUDS ponds/ways to capture water run-off), energy efficiency measures etc
- 🏠 commercial success**
- selection and suitability of property mix, mix of price bands, sales rates and customer testimonials etc

Submissions are invited for developments/phases or those completed between 1 August 2017 and the closing date of Friday 1 February 2019 with the stipulation that approximately 50% of the development/phase is already occupied.

New phases of existing developments adhering to this timeframe/stipulation are also welcome.

NB: As new build-focused awards, any refurb/conversion aspect of a scheme must clearly be shown as contributing to new additional supply.

Entries from joint venture/consortiums comprising HFS member companies are acceptable, though non-member organisations will not receive any public referencing.

In addition to the information required on the pro-forma entry document, submissions must include a:

- 🏠 link to the design statement submitted with the planning application
- 🏠 location plan
- 🏠 site layout plan

They must also be supported by up to ten images which best illustrate the development's success in the context of the above criteria.

NB: Interior home images are not suitable for this award.

In order to highlight the industry's impact and reach in terms of the supply chain, key consultants and strategic partners considered instrumental to the project should be listed for information (although only HFS member companies will receive any public referencing).

Please note:

A maximum of five developments will be shortlisted in this category with all shortlisted sites to be visited by judges.

Shortlisted companies will also be put forward for consideration for Home Builder of the Year with judges undertaking interviews with senior management (covering areas such as quality indicators, health and safety, employee satisfaction, product design, investment and growth) during site visits to recognise the more rounded nature of this award.

It is proposed that site visits/interviews will take place in the week commencing 1 April 2019 (although this may be subject to change).

See page 15 for further information on the Home Builder of the Year award. Full details of the information required will be circulated ahead of interview.



2018 category winner: Dundas Estates for Kings Court, Dunbar



Private Development of the Year – small (less than 25 units)

Whilst entries for this award should demonstrate how the development creates a high quality place for people to live in, commercial success measures are also key.

Equal weighting will therefore be given to the below criteria, with a maximum of 250 words allowed for each:

- 🏠 placemaking**
To explain what type of place is being created, eg:
- connectivity, green/recreation space, sense of arrival and community engagement etc
- 🏠 architectural design quality**
- distinctive character and identity, variation in house type and design, relationship to existing settlements and buildings, response to landscape and topography etc
- 🏠 sustainability/corporate responsibility**
- demonstrations of best practice in relation to corporate responsibility and details of Section 75 contributions

- response to local ecology and provision of biodiversity features, green infrastructure, notable sustainability features (e.g. innovative SUDS ponds/ways to capture water run-off), energy efficiency measures etc
- 🏠 commercial success**
- selection and suitability of property mix, mix of price bands, sales rates and customer testimonials etc

Submissions are invited for developments/phases or those completed between 1 August 2017 and the closing date of Friday 1 February 2019 with the stipulation that approximately 50% of the development/phase is already occupied.

New phases of existing developments adhering to this timeframe/stipulation are also welcome.

NB: As new build-focused awards, any refurb/conversion aspect of a scheme must clearly be shown as contributing to new additional supply.

Entries from joint venture/consortiums comprising HFS member companies are acceptable, though non-member organisations will not receive any public referencing.

In addition to the information required on the pro-forma entry document, submissions must include a:

- 🏠 link to the design statement submitted with the planning application
- 🏠 location plan
- 🏠 site layout plan

They must also be supported by up to ten images which best illustrate the development's success in the context of the above criteria.

NB: Interior home images are not suitable for this award.

In order to highlight the industry's impact and reach in terms of the supply chain, key consultants and strategic partners considered instrumental to the project should be listed for information (although only HFS member companies will receive any public referencing).

Please note:

A maximum of five developments will be shortlisted in this category with all shortlisted sites to be visited by judges.

Shortlisted companies will also be put forward for consideration for Home Builder of the Year with judges undertaking interviews with senior management (covering areas such as quality indicators, health and safety, employee satisfaction, product design, investment and growth) during site visits to recognise the more rounded nature of this award.

It is proposed that site visits/interviews will take place in the week commencing 1 April 2019 (although this may be subject to change).

See page 15 for further information on the Home Builder of the Year award. Full details of the information required will be circulated ahead of interview.



2018 category winner: CCG (Scotland) for Leith Fort, Edinburgh



Affordable Housing Development of the Year

Entries for this award should demonstrate how projects create a high quality place for people to live in as well as contribute to the regeneration of local communities.

Equal weighting will be given to the below criteria, with a maximum of 250 words allowed for each:

- Placemaking**

To explain what type of place is being created, eg:

 - connectivity, green/recreation space, sense of arrival and community engagement etc
- architectural design quality**

 - distinctive character and identity, variation in house type and design, relationship to existing settlements and buildings, response to landscape and topography etc
- sustainability/corporate responsibility**

 - demonstrations of best practice in relation to corporate responsibility
 - response to local ecology and provision of biodiversity features, green infrastructure, notable sustainability features (e.g. innovative SUDS ponds/ways to capture water run-off), energy efficiency measures etc
- regenerating local communities**

 - economic, social and environmental outcomes that would not otherwise have occurred

Submissions are invited for developments/phases or those completed between 1 August 2017 and the closing date of Friday 1 February 2019 with the stipulation that approximately 50% of the development /phase is already occupied.

New phases of existing developments adhering to this timeframe/stipulation are also welcome.

NB: As new build-focused awards, any refurb/conversion aspect of a scheme must clearly be shown as contributing to new additional supply.

In addition to the information required on the pro-forma entry document, submissions must include a link to the design statement submitted with the planning application, location plan and site layout plan. They must also be supported by up to ten images which best illustrate the development's success in the context of the above criteria.

NB: interior home images are not suitable for this award.

In order to highlight the industry's impact and reach in terms of the supply chain, key consultants and strategic partners considered instrumental to the project should be listed for information (although only HFS member companies will receive any public referencing).

Please note:

We use the term "affordable housing" as defined in Scottish Planning Policy which states that this may be provided in the form of:

- social rented accommodation
- mid-market rented accommodation
- shared ownership housing
- shared equity housing
- housing sold at a discount (including plots for self-build)
- low cost housing without subsidy

A maximum of five developments will be shortlisted in this category with all shortlisted sites to be visited by judges. **It is proposed that site visits will take place in the week commencing 1 April 2019 (although this may be subject to change).**

NB: judges have the discretion of sub-categorising awards in this category as they deem appropriate.



2018 category winner: Providing a comprehensive residential property service, Rettie & Co has a strong understanding of the Scottish market



Supporting Organisation of the Year

Celebrating the vital part associate and RSL members play in our work and reflecting the broad scope of this award, previous winners of this category include mortgage brokers, housing associations, planning consultants and roofing contractors.

Associate and RSL members are therefore invited to demonstrate the role their organisation has played either in relation to particular projects or best practice initiatives of wider benefit to the general industry/housing sector.

Entries from RSLs in relation to the important part they play in unlocking private sector developments are particularly welcome.

Equal weighting will be given to the below criteria, with a maximum of 250 words allowed for each:

- 🏠 the added value the organisation brings to the sector in general or through specific projects
- 🏠 the competitive edge the organisation offers over those undertaking similar activities
- 🏠 how the organisation has measured its success
- 🏠 evidence in the way of testimonials, external validation, accreditation, comparative statistics etc

Entries must be supported by up to five images and should relate to the period between 1 August 2017 and the closing date of Friday 1 February 2019 with relevant dates noted in the submission.

Home builder members are also invited to nominate those organisations they particularly wish to see recognised.

Please note:

A maximum of five organisations will be shortlisted in this category with each invited for interview by the judges. **It is proposed that interviews will take place in the week commencing 1 April 2019 (although this may be subject to change).**



2018 category winner: Miller Homes scooped the top prize in the Innovation and Best Practice category for its online home purchasing initiative

Company Innovation and Best Practice

This category has expanded this year to allow members to highlight examples of innovative practices they have implemented with a view to having a significant positive impact on their individual organisation. This could include staff/skills development initiatives as well as recognising the particular achievements of individual employees/teams and how these have made a difference to performance.

Open to all members, regardless of sector or specialism, the sky, in fact, is the limit – so long as the following are met:

Equal weighting will be given to the below criteria, with a maximum of 250 words allowed for each:

- 🏠 the added value the policy/practice/achievement brings to the organisation (and, if applicable, the sector in general)
 - this may include financial benefits, value for the community and how the policy has been transferred to other areas of the business/industry etc
- 🏠 how the organisation has measured the success of the policy/practice/achievement
- 🏠 learnings and impact on future business strategy

Entries must be supported by up to five images and should relate to the period between 1 August 2017 and the closing date of Friday 1 February 2019 with relevant dates noted in the submission.

Please note:

A maximum of five organisations will be shortlisted in this category with each invited for interview by the judges.

A maximum of five organisations will be shortlisted in this category with each invited for interview by the judges. **It is proposed that interviews will take place in the week commencing 1 April 2019 (although this may be subject to change).**



Previous winners of our prestigious Home Builder of the Year award include (l-r): 2018 - Miller Homes, 2017 - Barratt Homes, 2016 - Cruden Homes, 2015 - Springfield Properties

Home Builder of the Year

In order to recognise the rounded nature of the Home Builder of the Year award as part of our robust awards programme, those companies shortlisted in the Private Development of the Year categories will again meet with judges during the site visit stage.

During a 15 minute (maximum) presentation, a senior company representative will be expected to substantiate:

- 🏠 why they deserve the accolade of Home Builder of the Year
 - this may include financial benefits, value for the community and how the policy has been transferred to other areas of the business/industry etc.
- 🏠 what sets them apart from their competitors

As part of this, the following must be included:

- (a) **company ethos and approach**
including how this flows through the organisation
- (b) **health and safety**
including latest key performance indicators
- (c) **customers**
including latest satisfaction key performance indicators and comparisons with previous two years, handover process etc
- (d) **human resources**
including details of number of staff, satisfaction/retention levels, training and development programmes, succession planning and flexible working/internal promotion policies etc
- (e) **product**
approach to design and policy environment, innovation and introduction of new products etc
- (f) **quality**
including key performance indicators and measures in place to manage
- (g) **site-specific**
including number of complaints and how these were dealt with, planning ethos, community engagement, being a good neighbour, overview of sales performance and profitability, build programme, percentage of on-time completions, in-place monitoring systems with respect to entry dates, how often such systems are assessed, action taken to improve on-time delivery, particular site challenges and how these were overcome

- (h) **commitment**
including number of sites started/completed over last year, number of sites under contract, investment and growth ambitions

Judges will score each company accordingly and follow-up with their own questions as they consider appropriate.

Please note:

1. Appropriate meeting/presentation facilities for the company representative and a maximum of three judges must be provided on site by the shortlisted organisation.
2. It is incumbent on shortlisted companies to show/facilitate judges round the site.
3. Appropriate Health & Safety clothing/equipment/briefings must be provided by the shortlisted organisation where necessary.
4. It is incumbent on shortlisted companies to ensure that they address the points outlined above.
5. Details of the on site contact the judging party should report to on arrival and the company representative undertaking the presentation must be advised to l.trouten@homesforscotland.com no later than 48 hours before the scheduled visit.
6. Whilst as much notice as possible will be given if judging visits need to be rescheduled, Homes for Scotland cannot accept any responsibility for circumstances outwith its control.
7. Altogether judges will be on site for a maximum total of 60 minutes. This timeframe must be strictly adhered to given their very tight schedule.
8. Each visit should adhere to the following format:

Judges' arrival and site inspection	30 minutes
Management presentation	15 minutes
Judges' Q&A	10 minutes
9. **It is proposed that site visits and interviews will take place in the week commencing 1 April 2019 (although this may be subject to change).**

ENTRIES



- 1** Entries must be submitted using the relevant pro-forma developed for each category to help streamline the entry/judging process.
- 2** Each entry must use an individual pro-forma.
- 3** All entries must be received separately i.e. where a company is entering more than one category, these should NOT be combined into the one submission.
- 4** Entries must be signed off/submitted by Homes for Scotland member organisations.
- 5** Entries should clearly demonstrate how they meet the guidance requirements set out for each award and will be considered accordingly.
- 6** With specific regard to the Private Development of the Year categories, due to the extremely tight timeframes involved in the judging process, any company unable to participate in the interview process during site visits will be unable to be considered further for the Home Builder of the Year award.
- 7** Only Homes for Scotland members will be publicly referenced in relation to any shortlisting/award.
- 8** It is the responsibility of each applicant to substantiate/evidence their entry.
- 9** Standard marketing materials will not be accepted.
- 10** A corporate logo, together with electronic versions of supporting images, should be included as individual jpegs in 300dpi jpg format as opposed to being incorporated within other documents. Entries taking the form of joint submissions with other companies should include the corporate logos of ALL partner organisations. Individual image files should be no larger than 3MB.
- 11** Entries must be submitted by 4.30pm on the closing date of Friday 1 February 2019.
- 12** All entries will be held in strict confidence.
- 13** Homes for Scotland would wish to give appropriate publicity to the awards scheme and winning entries. Photographs and images submitted will, unless otherwise stated, be assumed to be available for use by Homes for Scotland in such publicity or otherwise more widely (e.g. on the Homes for Scotland website or in brochures) at a later date.

1. Avant Homes, *Richmond Gate, Glasgow*
2. Mactaggart & Mickel Group, *Castle Grove, Newton Mearns*
3. CALA Homes (East), *Liberton Grange, Edinburgh*
4. Albyn Housing Society, *Craig Road, Dingwall*
5. CCG (Scotland), *Leith Fort, Edinburgh*
6. Springfield Properties/Dunedin Canmore Housing Association, *Muirhouse, Edinburgh*

SUBMISSION

All entries must be submitted via one of the following methods:

Pro-forma entry templates are available to download **here**.

1. Using the zip folder template and instructions which can be found on the Homes for Scotland website **here**. Final zip folders incorporating all of the elements specified within the entry cover note as appropriate should be emailed to **awards@homesforscotland.com** OR
2. Uploaded to Dropbox, Google Drive or WeTransfer with the link to individual folders emailed to **awards@homesforscotland.com**.

NB: Total file size must not exceed 30MB. File names of documents and images should be no more than ten characters to prevent corruption of files on transfer.

An email acknowledgement will be generated upon receipt. Should this not be received, please contact the Homes for Scotland office.

Any company wishing to submit a hard copy of entries instead of sending via e-mail should ensure these are received by the Homes for Scotland office **by 4.30pm on Friday 1 February 2019** with all individually specified elements contained on one CD.

improving living in scotland



Homes for Scotland
5 New Mart Place
Edinburgh
EH14 1RW

Tel: 0131 455 8350
Web: www.homesforscotland.com



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