



Irish Independent 

PROPERTY INDUSTRY  
EXCELLENCE AWARDS  
2018



## Entry Guidelines

**This document outlines pertinent entry guidelines across the following areas:**

- (A) Important Information.
- (B) Entry Details Required:
- (C) Terms & Conditions
- (D) Judging Criteria for each award category

### (A) Important Information.

1. Entries are only accepted online at [www.propertyindustryexcellenceawards.com](http://www.propertyindustryexcellenceawards.com).
2. This document outlines the content, terms and criteria that are required in the online entry process.
3. It is to be used as a guideline only, in planning an entry to any of the 11 award categories.
4. Actual entries must be completed online.
5. You may edit your entry after submitting, up until the entry deadline which is 28<sup>th</sup> September 2018.
6. You can use the 'copy' feature in the online entry area to create a copy of your entry and change the category as required.
7. Each individual award category has its own judging criteria. Please refer to relevant award category online for specific award criteria before making your entry. Or see section (D) below as relates to each award criteria.
8. There are 11 award categories, each with its own judging criteria which are detailed online and in section (D) below. Award categories are as follows:
  - Community Benefit Award
  - Regional Excellence Award
  - Design Project of The Year
  - Commercial Agency Award
  - Property Investment Fund Manager Award
  - Residential Agency Award
  - Excellence in Planning Award
  - Contractor Award
  - Emerging Talent Award
  - Energy Efficiency Award
  - Facilities Management Project Award
9. If you have any questions on the entry process, please contact the organisers by email to [judy@procomm.ie](mailto:judy@procomm.ie) or call 00353 87 2476769

**These are general governing guidelines to all category entrants but we ask that you refer to the specific category guidelines for the exact category that you will enter, in pages 4-7 over. Further, all specific category details are available in the online entry forms.**

### **(B) Entry Details Required:**

1. Category (you will be asked to select the category which you are entering, of which there are 11 as above).

You may make multiple entries and you may use the 'copy' option so as you are not re-entering data.

2. Entry name.
3. Title of project.
4. Name of person being nominated (linked to entry).
5. Company name.
6. Company logo may be uploaded.
7. Name of person to be contacted during nomination and judging process.
8. Address details.
9. Phone contact.
10. Email contact.
11. You will enter the 5 compelling reasons why your nomination should be considered for an award.  
In this section, you will complete each 5 reasons, allowing max of 250 words per reason.
12. You will provide a detailed overview of this nomination in not more than 1200 words, addressing the criteria which the judges are looking for, relevant to the category you are entering.
13. You will summarise in 100 words why your nomination should win the category award.
14. If, you have entered your project into any other awards programme, you will be asked for detail.
15. If, your nominated project has been the subject of any negative publicity, you will be asked to give details.
16. You will highlight the main corporate social responsibility benefits associated with this nomination/project.
17. You may upload relevant files, attachments, links or video related to your entry.

## (C) Terms & Conditions

All nominations submitted should relate to projects and activities completed between: 1st January 2015 - 31st June 2018, unless otherwise stated:

Please note completion dates differ for Design Project Of The Year and Facilities Management Project of The Year

**Closing date for entries is Friday 28th September 2018**

- ✓ All nominations must be submitted by a fully completed online entry form. All relevant fields relating to the specific award category must be completed. Any entry failing to fully complete each field will not be considered by the judges.
- ✓ Each entry must present a detailed overview of why the nomination is been made. This must clearly outline the unique aspects of the project or activity in no more than 1200 words. With the exception of photographs, no supporting documentation is required or will be accepted with the initial nomination
- ✓ Projects of all sizes will be considered within the island of Ireland  
Awards relate to projects that have commenced within the last four years. Some categories may have specific timelines.
- ✓ Each submission must clearly explain why you believe it should be considered and must address the specific criteria the judges have set out in each category.
- ✓ If the project has been entered into any other awards programme this must be clearly stated in your submission. Any awards won previously must be disclosed to the judging panel.
- ✓ Any issues of an adverse nature (local or national PR or media coverage) must be disclosed to the judging panel in your submission. In the event that you fail to do this and such issues are brought to the attention of the judges your entry will be disqualified.
- ✓ Independent Newspapers reserve the right to use any information supplied in your entry submission to promote the awards programme.
- ✓ Once you have submitted your entry you will not be able to make any amendments  
The deadline for nominations may be extended at the discretion of the judges.
- ✓ All nominations shortlisted will be notified by Friday 12th October 2018.
- ✓ The decision of the judges is final.
- ✓ If the judging panel consider that sufficient standards have not been achieved or the criteria set out in each award category have not been met by any of the submissions no award nomination will be short listed in that category. By submitting your nomination form all entrants will be deemed to have accepted these rules and procedures and the have agreed to be bound by them when entering this awards programme. By submitting this nomination form you are agreeing to be contacted by Independent Newspapers specifically in relation to this awards programme.

### **Data Protection**

It is the policy of Independent News and Media never to disclose any customer data to any third party, apart from such instances where this disclosure is required for legal reasons. The information contained in your nomination will be at all times treated in the strictest confidence.

## (D) Judging Criteria for each award category

### 01. Community Benefit Award

This year the Community Benefit Project will be awarded to a project that has had a positive impact in a local neighbourhood and has delivered positive benefits to that community. There are two nomination categories in this award: Civic Projects & Initiatives in excess of €100,000 investment & local projects up to €100,000 investment

Projects that involve the community reusing, refurbishing, or preserving historic buildings, building new sites or designing public realm schemes will be considered for nomination.

*What the Judges are looking for:*

- Links to local initiatives and community use
- Design and quality of construction
- Visual impact and contribution to landscape
- Level of community involvement
- Future development potential and prospects
- How has this initiative or project directly benefited individuals, families, businesses in the community

### 02. Facilities Management Project Award

This Award is presented to the individual or team whose facilities management project has had a substantial, positive effect on clients/customers/staff and as a result the business operation of their organisation. This enhancement project can be an improvement in work environment, reliability of services, financial, sustainability, wellness or a combination and completed in the period 2016 to 2017 inclusive.

*What the Judges are looking for:*

- Going “above and beyond” normal projects
- Demonstrate measurable improvement
- Innovation through approach or technology
- Appreciate needs and satisfaction of company/clients
- Contribution to local community
- Excellence in strategic coordination

### 03. Design Project of the year

This award will recognise excellence in architecture for either an Irish or international project that has been completed in the period January 2017 - December 2017. The award will be presented to the architect or architectural practice responsible for the project. The Judges are looking for projects that:

- Demonstrate architectural excellence
- Delivered on Client's ambition and requirements
- Have a positive visual impact and contribution to the local area
- Demonstrate innovation in design, delivery and/or use of materials
- Demonstrate inclusion of sustainability under the headings of environmental, social and economic quality in the design and include any independent verification or recognised criteria.

#### 04. Commercial Agency of the year

This category is aimed at commercial agencies – large or small – that provide leasing, sales, funding, site acquisition and investment sales (i.e. pre-let sales) advice to the commercial property sector.

*What the Judges are looking for:*

- What you have done to move the dial in the commercial sector in the past year
- Details of key deals you have done and why they were so significant
- Evidence of a tangible improvement in performance in the past year
- Details of any new initiatives or changes in strategy with a specific focus on technology and the customer experience
- Evidence of business development or staff/training initiatives
- Evidence of strong client focus and positive client feedback – for instance via testimonial
- A summary of why you feel you deserve to win this award

#### 05. Property Investment/Fund Manager of the year

This category aims to reward a fund manager, life assurance company, private property company or related firms that has moved the dial in the way it has provided return on real estate investment in the past 3 years. Has it targeted new areas of growth? Has it done something that makes it stand out from the crowd? Then we want to hear from you

*What the Judges are looking for:*

- Examples of specific achievements/landmark deals in the last 3 years
- Evidence of a strong financial performance and return on investment for clients
- An indication of an effective approach to risk and reward
- Evidence of strong client focus – via testimonials preferably
- Details of new strategies or innovations introduced specifically in the past 2 year

#### 06. Residential Agency of the year

This category aims to reward a residential estate agency that has demonstrated leadership, growth and innovation in the past 3 years. Has it embraced change, enhanced the customer experienced targeted new areas of growth? Has it done something that makes it stand out from the crowd? Then we want to hear from you.

*What the Judges are looking for:*

- Details of why 2017 was such a strong year for your agency and how much business has grown
- Details of key instructions/commissions you have won in the past year and why they were so significant
- Evidence of business development or staff/training initiatives
- Details of any new initiatives or changes in strategy with a specific focus on technology and the customer experience
- Evidence of strong client focus and positive client feedback – for instance via testimonials
- A summary of why you feel you deserve to win this award

## 07. Excellence in Planning Award

This award will recognise a plan or project that, shows the role of planning in delivery or through engagement with the planning process and incorporation of planning policy, demonstrates significant social, economic, environmental or cultural benefits.

Examples may include: housing; economic development; heritage/conservation; public realm and private investments that improve quality of life or provide employment and/or services in an area/region or utilise of best community engagement, urban design or planning practices or deliver economic growth in a sustainable way by means of planning work.

Entries can be submitted by the planner, architect, planning authority, developer, or client.

*What the Judges are looking for:*

- Professional planning input/work
- Evidence that entries have improved or are likely to improve the physical or environmental quality of a place or the economic or social well-being of a community.
- Long lasting and widespread impact

## 08. Regional Excellence Award

This award will recognise excellence achieved by a firm across the various professional disciplines in the Irish property sector.

Nominees **MUST** be practicing or based working outside of the greater Dublin Region

*What the Judges are looking for:*

- Contribution to the property industry
- Corporate social responsibility strategy
- Details of any significant deals, innovations or consultancy commissions secured
- Details of any innovations in technology or changes in strategy introduced in the past year
- Evidence of business development and or staff/training initiatives
- Evidence of strong client focus and positive client feedback via testimonials
- A summary of why you feel you deserve to win this award

## 09. Contractor of the Year

This award will recognise the contractor who demonstrates the highest standards and achievements by an Irish firm.

*What the Judges will be looking for:*

- Innovation in the use of alternative materials and different construction techniques
- Savings in-terms of future operation and maintenance requirements, sustainability, BREEAM etc.
- Contract planning and closeout processes
- Implementation of the Considerate Constructors Scheme
- Profile of Construction portfolio
- Quality control

## 10. Emerging Talent Award

We are looking for the stars of the future, the individuals who show the sort of entrepreneurialism, tenacity and vision to really steer the industry in years to come. This category is open to all disciplines within the Irish property sector.

*Please note to be eligible you need to be between 21 – 35 years of age*

*What the Judges will be looking for:*

- Evidence of entrepreneurial spirit and flair
- Evidence of strong leadership and vision
- Details of outstanding achievements in the past 2 years
- Examples of innovation and thought leadership
- Evidence of risk taking
- A summary of why you feel you should win this award

## 11. Energy Efficiency Project of the Year

This award will recognise the project that demonstrates an ambition to not only meet the highest standards of energy efficiency and / or marked improvement in energy efficiency of a building project but is seeking to set standards of energy conservation and sustainability as a differentiator in positioning the building / project. The award is open to either a new build or specialist retrofit project.

*What the Judges will be looking for:*

- A demonstrable focus on maximizing energy efficiency in a property project
- Evidence of a material reduction in energy consumption, waste and cost
- Detail to demonstrate how this project plays it's part in creating a sustainable energy future for the community
- Contribution to the energy efficiency of the Property industry and setting new standards of energy usage norms
- Innovation and thought leadership in the area of energy efficiency