

Background and eligibility:

The Devon Historic Buildings Trust was established in 1973 with the aim of ensuring the longevity of the County's historic buildings and structures. During the last forty plus years the Trust has saved and found beginnings for over forty buildings for the benefit of the built environment.

The aim of the Awards is to encourage all those who work with historic buildings, whether they be listed or of importance in a townscape or landscape, who set out with a determination to see the very best conservation practice and good design are rewarded. Often, good conservation work is carried out to ensure a structure for future generations but the work is such that it is either not visible or is not noticed by the public, and it is such practice that is essential for their longevity. With historic buildings and structures their care, conservation and in some cases, adaption to a new use, requires a variety of skills, and in most cases it is the understanding of the historic nature of the building, the understanding of its various parts and the bringing together of the range of skills, that creates an exceptional result.

Every project within each category that is described below will be judged on its own merits and every type of built environment is eligible to apply regardless of size, type or budget.

Within the repair and restoration categories the importance of identifying the technical and philosophical issues, and how they would be resolved, leading to a sound conservation philosophy which then informs the eventual outcome, will be essential. The assessors will look for entries that demonstrate this broad range of skills and how they have informed the outcome. A possible project might feature subtle repairs or remedial works to overcome structural problems which secures the longevity of the building or structure.

Entries may be made by anyone who has been connected with the project with the permission of the owner and any occupiers. Their consent would have to accompany the application.

Projects must have been completed within two years from the entry closure date (see below).

Projects which are internal works will be eligible as long as they may be inspected by the Awards assessor(s).

Award categories:

Category A:

Repairs of an historic building or structure (being any wall or structure of an historical nature or in an historical setting)

Category B:

Restoration of an historic building or structure.

Category C:

A new build structure in an historic setting, including an AOB or Conservation Area.

Category D:

Regeneration of an historic building or structure, or the regeneration of buildings in a group.

Levels of Award:

- **A certificate and plaque** will be awarded to a project that demonstrates excellence in achieving the quality of process, application and appearance of an historic building or structure.
- **A commendation** will be awarded to a project that has made an important contribution to the repair, restoration or future of an historic building. Such a project will demonstrate a good standard of conservation and/or design.

Assessment process:

In the first instance, all entries will be assessed individually by members of the Awards panel, which will be made up of conservators, designers, people with a passion for historic buildings and DHBT trustees. Following this a long list will be drawn up for members of the Awards panel to visit. On completion of the visits the Awards panel will meet and draw up a shortlist, from which the Awards will be selected. Feedback will be available to all applicants on request after the presentation on the Awards.

The Awards Programme:

Open for application and submission of entries.	Monday 11th March - Monday 15th April 2019
Applications are processed and desktop assessment of submitted information carried by the assessors.	April - June
Visits to longlisted entries by the Awards assessors.	July - August
Awards assessors meet to review following the visits and to form the shortlist.	September
Shortlist of winners is announced to all applicants and to the media.	End of September
Awards ceremony at Ocean Studio, Royal William Yard, Plymouth. All winners will be invited to this ceremony.	Thursday 17th October 2019

Other criteria:

Visiting projects: the Award assessor(s) should not be accompanied by the applicant during the visit. The Trust will endeavour to give at least one week's notice of the proposed date for the visit but we reserve the right to visit at short notice in exceptional situations. Should it not be possible to arrange a visit for the Awards panel within the allotted timescale the Trust reserve the right to assess the outcome on the information provided at the time the application was lodged.

The decision made by the Awards panels will be final. Neither the Trust nor the assessment panel will enter into any correspondence regarding the outcome.

The Trust retains the right to withhold an Award should relevant circumstances come to light which were not known at the time of judging and which would have impacted on the outcome.

An email from the copyright owner of the drawings and photographs permitting their publication must be attached to the application.

The winner is responsible for fixing the plaque in a prominent position within 3 months of the presentation and that the trust looks forward to seeing a photograph of it in its fixed location.

To Enter:

Applications must be made on the Awards entry form available from www.dhbt.org.uk as a PDF file. Please ensure that all names are correctly spelt as DHBT will not be responsible for any mistakes on issued certificates. The entry form and information may be submitted electronically via email to haldonbelvedere@gmail.com or via a digital download service such as Dropbox or WeTransfer or via memory stick or CD. Paper form is also acceptable (2 copies required).

Applications must be submitted at any time between Monday 11th March 2019 and Monday 15th April 2019. Entries received after 5pm on Monday 15th April 2019 will not be considered.

Your application will include:

- **A site plan** showing the project in relation to its setting – 1:1250 or 1:500 scale are suggested.
- **Plans** – where the project is a building. The scales recommended are 1:100 or 1:200 with similar scale elevations and sections if appropriate to explain the project. Where the project involves an extension or conversion, drawings of before as well as after must be included. Any extension must be clearly marked on the plans.
- **Up to 10 photographs** – 2 of which will show the project in its setting and how it fits in with the surroundings and up to 8 of the interior and exterior which explain the project, plus any specific details that you think are critical to the project. Please ensure that each photograph is clearly labelled and credited to the copyright owner.
- **A schedule of works or other documentation** which explains in detail the conservation approach to the issues posed, the key conservation techniques and materials used and how the project demonstrates conservation 'best practice'.
- **The entry fee of £25.00.** Please pay the entry fee via BACS using your project name as reference. Please advise by email once the payment has been made.

Payment is to be made to:

Lloyds Account Name: Devon Historic Buildings Trust (set as an individual)
Sort Code: 30-80-37
Account Number : 74213868
Amount payable £25
Project Name must be used as a reference (use first 12 characters only)

Payment to be made before Monday 15th April 2019.

How to submit your entry:

We would recommend that your application is sent electronically via email to haldonbelvedere@gmail.com with all application documents attached as PDF files. Or send via a digital download service such as Dropbox or WeTransfer. Memory sticks, CD's or paper applications must be sent via recorded delivery to arrive no later than Monday 15th April 2019 to:

DHBT Conservation Awards,
DHBT c/o 22 Clyst Heath,
Clyst Heath,
EXETER
EX2 7TA

Further help and advice:

For further advice or help relating to your Awards Scheme application please contact Sue Spackman by telephone on 01822 615221 or by email via haldonbelvedere@gmail.com.