

## **Property Council New Zealand Rider Levett Bucknall Property Industry Awards 2025**

### **Sustainable Building Property Award**

#### **PART ONE: Submission form**

##### **Entry submitted by**

*Please list all companies involved in the completion of this submission for recognition on the night. The company name(s) listed will appear on certificates should your entry be awarded.*

1. Company name(s):
2. Contact name:

##### **Property details for submission**

1. Name of property:
2. Category entered:
3. Location of property (physical address):
4. 50- 150 word executive summary/description: *Include property purpose, size, land area, key features and general highlights of the project (this may be used in the official Award programme for the Gala Dinner and in our media releases; we reserve the right of edit).*
5. Has this building been certified or is it registered for third party verification on sustainability with Green Star, Living Building Challenge, Passive House, or, for residential projects, Homestar standards? If so, what standard was achieved or is being targeted to be achieved? Please include in your answer the steps taken to reduce embodied carbon. *(up to 200 words)*
6. Please outline the operation and performance of the project on completion. Has the building been certified for operational performance to Green Star Performance, NABERSNZ or other standards? If so how did it perform? *(up to 200 words)*
7. Date of Practical Completion:  
*Date of Practical Completion must be prior to **28 February 2025** to qualify for entry. If this is a staged project, please provide the date of the mostly recently completed stage.*
8. Owner:
9. Developer:
10. Construction Company:
11. Architect:
12. Service Engineer:
13. Structural Engineer:
14. Mechanical Engineer:
15. Building Enclosure Engineer:
16. Quantity Surveyor:
17. Project Manager:

18. Two additional consultants may be listed below for inclusion into the awards programme:

**Contact information**

*Please list the person you would like to be contacted regarding the following*

1. Property Inspection contact:
2. Phone:
3. Email:
4. Further judging information contact:
5. Phone:
6. Email:
7. PR Spokesperson contact:
8. Phone:
9. Email:
10. Submission completed by:
11. Phone:
12. Email:
13. Submission invoicing information, company entity to be invoiced:
14. Address:
15. Contact name:
16. Email:

**PART TWO: Financial**

All financial information provided as part of your submission will be kept confidential and only used for judging purposes.

Providing financial information is an essential part of the submission process.

Please note: if no financial information is provided then the submission automatically receives 0% of the possible 30%.

Providing at least some financial information on the submission will automatically receive a minimum 10% of the possible 30%. Therefore we encourage any financial data to be submitted to achieve some points in this criteria.

All judges sign confidentially agreements as part of the judging process.

**A. Development costs**

1. Site Acquisition - Total to include:  
*Land purchase price (exclude transaction costs ie: legal costs, commission, tax etc.) OR if no purchase cost then the latest assessed land value and date of assessment*  
*- Pre construction holding costs (rates, taxes, etc, offset by any holding income received):*  
TOTAL SITE ACQUISITION: \$

2. Consultants – *Total consultants costs (excluding sales and leasing costs):*  
TOTAL CONSULTANTS: \$
3. Construction – *Total to include project construction costs (including contingency, infrastructure, siteworks and landscaping):*  
TOTAL CONSTRUCTION: \$
4. Site Area (in m2):
5. Building Area:
  - a. Gross Area (total built area or GFA) in m2:
  - b. Net Area (as measured in accordance with the relevant criteria for the property using the PCNZ/PINZ Method of Measurement) in m2:
6. Finance cost: to include bank and mezzanine finance (from the commencement of the project to completion)  
TOTAL FINANCE COST: \$
7. Special Features and Programme: are there any special project features that have impacted on costs incurred? Comment on actual completion time compared to programme. *(up to 150 words)*
8. ALL UP PROJECT COSTS: (to include site acquisition, consultants, construction and finance as per above): \$

#### **B. Budget versus Actual:**

Please provide the following.

1. Budget Cost: \$
2. Actual cost: \$
3. Please clarify the reasons for variation between budgeted and actual costs including construction cost management. e.g. change in specification, site issues, delays etc. *(up to 150 words):*

#### **C. Additional Financials:**

Please complete the following according to the category you have entered. If you have entered into the Sustainable Building Property Award only, please choose one of the options below that matches the primary use of the property.

1. Choose one of the following options

##### **A) Civic, Health and Arts/Education**

Projects which are intended for public use, or mainly public use (typically, but not exclusively, may include properties entered under the Civic, Health & Arts and Education categories), should provide the following additional financial information.

- How was the capital required for the project raised? (up to 150 words)
- Are there any loans to central or local government that require repayment either principal or interest? Yes/No
- Details of revenue forecasts of completed development:
- Is additional funding required to allow the operation of the property? Yes/No

**B) Retail/Commercial Office/Industrial/Tourism and Leisure**

Projects which are for private investment, sale and use (typically, but not exclusively, may be properties entered under the Retail, Commercial Office, Industrial, Tourism and Leisure categories), should provide the following additional financial information.

- Net Income details (actual and projected) upon completion (Total): \$
- Value or sale price upon completion (total): \$
- Any additional income or value detail that will assist the Judges in determining the financial robustness of the project (up to 150 words)
- For Tourism and Leisure property, if the development is new and has less than 12 months trading history or trading has been impacted by COVID or other significant event please provide % of occupancy on a month by month basis and ADR achieved:

**C) Multi Unit Residential/Community and Affordable Housing**

Private (for sale or retained investment in the private market)

- Target Net Realisations (Market Value less development & sale costs): \$
- Actual Net Realisations (or Independently Assessed Market Value if investment): \$
- Average sale price \$psm or rental \$pwk: \$
- Construction cost \$psm: \$
- Percentage of project sold/rented (by value):
- Average outgoings (BC levy per \$100k of value) \$psm/unit: \$
- Number of units:
- Typology breakdown (number of bedrooms per unit) (up to 75 words):
- Common area facilities/amenities (up to 75 words):

Public or Charitable Trust Housing (not for sale)

- How was the capital required for the project raised? (up to 150 words):
- Are there any loans to central or local government that require repayment either principal or interest? Yes/No
- Details of any revenue streams and forecasts for completed development:
- Is additional funding required to allow the operation of the property? Yes/No
- Land density ratio of completed development:
- Number of units:
- Typology breakdown (number of bedrooms per unit) (up to 75 words):
- Common area facilities/amenities (up to 75 words):

**D) Retirement**

- Target Net Realisations (Market Value less development & sale costs, Cash Capital Gain): \$
- Actual Net Realisations (or Independently Assessed Market Value, Cash Capital Gain): \$
- Average sale price, projected and achieved to date; \$psm: \$
- Construction cost \$psm (overall cost \$psm including common areas: \$

- If the \$psm in your answer above doesn't include common areas, please specify here:
- Percentage of project sold: %
- Percentage of project sold (by value): \$
- Weekly levy; fixed for term or annually reviewable: \$
- Exit costs, which are deducted from the entry payment when the resident leaves the village. These may include a deferred management fee, a refurbishment fee, and a selling fee: \$
- Number of units:
- Typology breakdown (number of bedrooms per unit) (up to 75 words):
- Common area facilities/amenities (up to 75 words):

## **PART THREE: Evaluation Criteria**

Your submission will be judged under five criteria headings, as outlined below, with the percentage weightings, attributed to each criteria, also indicated.

The Submitter shall provide a summary under each of the five criteria headings (**up to 200 words, per criteria**).

The following descriptions (under the criteria headings) are a Guide Only, to assist Submitters in considering possible factors for inclusion.

### **1. Economic factors 30%** (Up to 200 words)

*How has the project performed from a financial perspective? What went well, what were the challenges?*

*Is it an economic and financially sound project and why and what is the overall value in relation to capital expended? Benchmark comparisons to support build costs (\$psm) and/or revenue are helpful - (Consider development margin and independent valuation assessment) Comment on long term sustainability of income and outgoings and/or efficient use of public funds. How was it determined as good value for money expended?*

*How did it track to programme and what were the challenges to maintain this? Did the project meet criteria to draw on green or sustainable finance from the commercial finance market?*

*Within the bounds of confidentiality, how does the project evidence its meeting the terms of the green financing agreement? (i.e. independent third party certification or other)*

*The more financial detail that can be provided will assist the judges in evaluating the investment aspect of the project.*

***Please note: Please note: if no financial information is provided then the submission automatically receives 0% of the possible 30%.***

***Providing at least some financial information on the submission will automatically receive a minimum 10% of the possible 30%. Therefore we encourage any financial data to be submitted to achieve some points in this criteria.***

### **2. Project vision and innovation 15%** (Up to 200 words)

*Overall motivation and vision for undertaking the project, and non financial goals and*

*aspirations. How does the built form reflect the vision?*

*Project innovation, and how innovation has supported the overall project vision. Were there learnings which resulted from innovation?*

*Comment on resource consent (where applicable) and urban design matters. How have they impacted the project, the degree of difficulty, contributed to the built environment and community (incl. urban design principles) and site access issues during construction?*

*Comment on whether an increased focus on ESG was a consideration for marketing to buyers and tenants or future legacy of your organisation and the development.*

**3. Design and construction 20%** (Up to 200 words)

*Innovation in architectural and/or engineering design, procurement or other areas of new thinking or innovation in design/construction process. Efficiency of structure and construction. Use of appropriate/ innovative materials. Quality of external and internal design and finishes. Nature, quality and adequacy of building services including lighting, lifts, fire protection and security. Capacity and control of air conditioning or mechanical ventilation systems. Flexibility of services to respond to changes in technology and/or building use.*

*What is the NBS standard of the development? What measures have been taken to enhance the seismic rating of the property?*

*Consideration of access and facilities for the disabled. Car parking: location and layout.*

**4. Owner and user satisfaction 15%** (Up to 200 words)

*Value obtained for rental/purchase price paid.*

*Suitability for purpose. Flexibility of floor layout and suitability for whole floor or multi-tenant occupancy (including subletting).*

*Appearance of building and surrounds (including landscaping) and ease of maintenance.*

*Facilities for occupiers including security provision, end of trip facilities and other amenities.*

*Connection to the community. Are there any other community, social and/or cultural benefits which may flow to the occupier or general public?*

*Details of any user satisfaction surveys and/or tangible evidence occupiers are happy in the building.*

**5. Sustainability and efficiency 20%** (Up to 200 words)

*Environmental and socially sustainable features, design and construction practices use of existing materials or structure, consideration of the project's impact on nature and biodiversity improvement to community value, public amenity, Te Āo Māori principles.*

*If there was an existing structure in place, have you assessed the viability of retaining some or all of that structure? Please provide the embodied carbon assessment of the existing and new structures?*

*Building layout efficiency, including accessibility of plant rooms, equipment, service ducts etc Use of monitoring and control equipment with provision for after hours access.*

*Life cycle costs and provision to provide for occupier changes.*

*Steps to measure and manage scope 1, 2 & 3 emissions over the lifetime of the structure?*

*Design features, facilities and services focussed on reducing operating costs over the lifetime of the home or building such as initiatives that reduce energy or water consumption, waste recycling.*

*Design features including energy conservation features (lighting, heating & ventilation) that improve overall health and amenity for the occupier and marketability of the property based on its ability to appeal to buyers, tenants or employers focussed on sustainability or seeking to access green or sustainable financing options.*

## **PART FOUR: Sustainable Building Property Award**

In addition to Part One-Three please complete this section if entering a property into the Sustainable Building Property Award.

This award recognises the project and project team's legacy for a positive, low carbon future - minimising environmental impact while also demonstrating understanding of the responsibility for positive outcomes for resilient, healthy communities,

Projects may wish to demonstrate social responsible approach beyond climate resilience to responsible procurement and resource management, understanding and management of community impact and contribution to place, The award is open to both new buildings, refurbishments and existing buildings.

Independent verification of design and built ratings, and evidence of operational efficiency should be provided including the comparison to targets established during the design stage of the project. Sharing of data modelling is preferred to substantiate claims of whole of life performance.

### **REQUIRED INFORMATION**

#### **1. Key Features** (up to 200 words)

Description of the key sustainability features that warrant consideration for the Sustainable Building Property Award. This should include all relevant building attributes (architectural design, building services, landscape and ecology, material selection, community impact, Te Āo Māori principles etc), but can also include project approach and management processes including integrated design, etc. Such examples include but are not limited to:

- Passive design features
- Energy efficiency addressed through multiple aspects of the design to reduce operational carbon emissions
- Embodied carbon emissions and building material selection and use on the project (ie: low environmental impact materials, local sourcing, recycled products etc)
- Initiatives in circularity include use of existing structure, recycling of materials including water and waste, participation in the circular economy such as recycling of materials to other projects or community benefits
- Natural daylight assessment and performance
- Ecology improvements relating to site and/or building and associated infrastructure
- Relationship to community, public amenity including transportation considerations and impact on public services

- Creation of employment and training for youth or other community minorities to build skills and address any barriers to diversity and inclusion

## **2. Vision, Approach and Project Management** (up to 200 words)

Brief description of the original overall vision for the project, processes undertaken to develop it through to final vision, and the process undertaken to ultimately deliver the project, including:

- Key features of the project that were central to inception
- Overall approach to sustainability and aims for delivery (e.g. passive design, materials selection, circular economy, etc.)
- Process of collaboration, stakeholders included, the nature of their roles and their influence over the project
- Ways of working and decision-making processes (e.g. integrated design) that influenced delivery, including any challenges resulting and how they were addressed
- Critical features that prove the building's sustainability credentials.
- Commitment to building a positive legacy for future generations

## **3. Energy Efficiency & Carbon Design Measures** (up to 200 words)

This should include the building envelope, building interior, mechanical aspects, lighting (including metering and controls), HVAC (including metering and controls and inter-relationships including relative costs and benefits) between components. Explain the ways in which the building demonstrates it has met key efficiency targets that include superior performance in the following categories compared to established and appropriate industry benchmarks.

- Identification, measurement and management of scopes 1, 2 & 3 emissions
- Energy efficiency
- Water (including potable water demand management and storm water management)
- Waste
- Greenhouse gas emissions (if assessed as part of the project)
- Set out the steps taken to reduce embodied carbon emissions and how this was calculated and verified
- Independent, third party verification at design and construction stages through to operating lifecycle
- Did the project team undertake a carbon assessment to a recognised standard?
- Considerations for end of life or deconstruction

## **4. Innovation** (up to 200 words)

Describe, using specific examples, any way in which the project displays innovation in the project concept and construction including overcoming site or development complexities. Where there are benefits to the project or the environment that are measurable provide these with associated supporting detail to the benefits claimed. Where possible, the project's commitment to legacy for a low carbon, resilient community

## **5. Energy, Carbon, Water, Waste** (up to 200 words)

Provide at least 9 months performance data to back up any statements of improved performance AND/OR design stage modelling to show the same.

If providing both provide comparison between modelled and actual.

Provide baseline against which improvement is measured.

Calculations and statements should be prepared by a suitably qualified person relevant to the data being presented.



We encourage you to upload any evidence of third-party verifications, design ratings or reports you may have to confirm your data supplied in your submission. The PDF file size is no more than 40 MB.

## **DISCRETIONARY INFORMATION**

### **1. Quality of Design and Finish** (up to 200 words)

Describe how the building exhibits a high quality of architectural design from the exterior and interior; that the building is compatible with surrounding land uses, and how the design has contributed to the success of the development project (e.g.: site constraints, unique design solutions, and project cost constraints).

### **2. Adaptability** (up to 200 words)

Explain how the building provides for adaptability to building technology changes and ongoing changing user demands.

### **3. Sustainability - ESG** (up to 200 words)

Describe the project's tangible economic, environmental and social benefits, referencing evidence which demonstrates measurable benefit. This could include established international studies relating to the project features (e.g.: daylight, communal outdoor space, activity based working etc).

## **PART FIVE: Image Requirements**

- Landscape image minimum size is 4000px by 2600px; Portrait image minimum size is 2500px by 4000px.
- All submissions must include 6-8 high resolution images in jpg or tiff format, including at least four photos that are in landscape format.
- Images are to be labeled with the property and category name on each file.
- The image subject matter should include an exterior/hero shot and several interior shots showcasing key features of the project.
- All images supplied must be high resolution and of professional quality. The images should be 'clean' (no photographer's credits or watermarks) and must be licenced for public use (please check that the photographer has given you permission to use their artwork for public and promotional use). If you would like to credit a photographer for a photo you have supplied, please include this information in the image description when uploading your photo.
- Property Council reserves the right to reproduce, publish and display entry photographs in any format or media deemed appropriate to the Awards. All photographic images may be published within the media at the event, in the print programme, the Property Awards magazine, on Property Council's social media channels and in national and regional newspapers (both hardcopy and online) following the Awards announcements.

