



HorticultureWeek Custodian Awards

*Supporting and celebrating excellence in parks,
gardens, grounds and tree management.*

2019 ENTRY KIT

Key Dates

Entry deadline: Thursday 14 March 2019 **Event:** Tuesday 25 June 2019

Pricing

Entry Price: £85 (+VAT)

Submit three entries for the price of two!

General Information

About the Custodian Awards

These awards celebrate the best of parks, gardens, grounds and tree management, giving in-house gardens and green space managers the chance to showcase their achievements, reward team efforts and highlight to stakeholders the vital role they play.

Winners will be announced on Tuesday 25 June at a ceremony at Woburn Abbey, which will be run alongside Parks & Gardens Live. Visit www.custodianawards.com to find out more.

Rules for entering

Please carefully check the detailed criteria below before composing your entries.

- Entries and support material must be submitted online via www.custodianawards.com. We advise you familiarise yourself with the entry system before making your submission. Companies or individuals may submit entries on behalf of themselves or others and may enter any number of categories.
- Select the category/ies you would like to enter and submit your written submission and support materials.
- Every third entry will be free to submit.
- The maximum file size is 50MB per entry inclusive of all documentation.
- Please refer to each category for the specific information required, taking note of what the judges will be looking for.

Submission

When entering your submission, the online entry system will ask you to submit:

- **Awards entry summary** (up to 200 words)
 - This should be an overview of the entry - this will be used for promotional purposes if you are shortlisted. We therefore request that you don't include any confidential information within this.
- **Main written submission** (minimum 500 words, up to 1200 words)
 - This is the basis on which you will be judged. This entry should show how you meet all of the criteria in your chosen category. The main submission will need to be inputted directly into the online system. You can type this directly into the system or can copy text from another document, but please ensure the document has no formatting, bullet points or pictures as these won't appear in the system.
- **Supporting materials** (minimum two photos)
 - Please upload at least two images to support your entry. The images need to be a colour JPEG or PDF (minimum of 300 dpi) and must illustrate your entry. You may upload up to a maximum of 5 images.
 - You may upload any additional support material that relate to your entry (e.g. links to videos, testimonials, financial information, etc)

Eligibility

The awards will recognise work that was carried out or completed during the two year period from 1 March 2017 until 1 March 2019. Please note that if you are entering the same piece of work as last year, you will need to be able to show new results and improvements since your submission last year.

The organisers reserve the right to retain entries and images for subsequent publication. Descriptions of submissions from winners and runners-up will be published in connection with the awards. Entrants may mark certain sensitive parts of their entry 'Confidential' or not for publication. This will be respected.

Categories

Parks Management

Open to entry by parks departments from local authorities, trusts or other entities, and also contractors where the contractor has taken on the primary parks management role.

1. Parks or Green Space Service of the Year

Awarded to the urban parks or green space service, which, through use of innovative solutions to problems, exemplary management, effective communication etc., is achieving the best possible outcomes for its service users in the face of current challenges. Judges will be looking for evidence of achievement in areas such as:

- Service innovation
- Community engagement
- Use of technology
- Standards & benchmarks
- Partnership working
- Skills development

2. Best parks restoration or development project

Awarded to the best example of a parks restoration or development project (complete project or single phase) completed in the past 24 months. As well as looking for evidence of best practice in design and installation, judges will also be looking for evidence of achievement with regard to outcomes such as:

- Improved visitor numbers/experience
- Community/volunteer engagement
- Innovation etc.
- Greater landscape/site resilience
- Improved maintenance plan

3. Best Heritage Park

Awarded to the heritage park which in the opinion of the judges, illustrates excellence in the areas most appropriate to the site, for example: Maintenance, environmental practice, horticultural practice, arboricultural practice, conservation, community engagement, volunteer involvement, safety, promotional activity, innovation, overall management and plan, etc.

- Judges will be looking for evidence that entrants' key objectives are being achieved

4. Best Neighbourhood Park

Awarded to the neighbourhood park which in the opinion of the judges, illustrates excellence in the areas most appropriate to the site, for example: Maintenance, environmental practice, horticultural practice, arboriculture practice, conservation, community engagement, volunteer involvement, safety, promotional activity, innovation, overall management and plan, etc.

- Judges will be looking for evidence that entrants' key objectives are being achieved

Grounds Management

Open to entry by grounds departments from educational institutions, local authorities, trusts or other entities, and also contractors where the contractor has taken on the primary grounds management role.

5. Best Grounds

Awarded to the school, college, university, or council-run sports or recreational grounds which in the opinion of the judges illustrates excellence in the areas most appropriate to the site, for example: Turf maintenance, environmental practice, horticultural practice, community engagement, volunteer involvement, safety, promotional activity, innovation, overall management and plan, etc.

- Judges will be looking for evidence that entrants' key objectives are being achieved

Categories

Gardens Management

Open to entry by gardens teams from garden attractions, historic gardens, botanic gardens, arboreta, private estates, trusts, local authorities, or other entities, and also contractors where the contractor has taken on the primary gardens management role.

6. Garden or Arboretum Team of the Year

Awarded to the best example of a garden or arboretum team which through clear objectives across all areas of its work, has succeeded in achieving improved outcomes for the sites in its care, the users of those sites and other stakeholders. Judges will be looking for evidence of achievement in areas such as (where relevant):

- Horticulture practice
- Stakeholder engagement
- Standards & benchmarks
- Communication etc.
- Arboriculture practice
- Innovation
- Skills development

7. Best garden restoration project

Awarded to the best example of a garden restoration or development project (complete project or single phase) completed in the past 24 months. As well as looking for evidence of best practice in design and installation, judges will also be looking for evidence of achievement with regard to outcomes such as:

- Improved visitor numbers/experience
- Community/volunteer engagement
- Innovation etc.
- Greater landscape/site resilience
- Improved maintenance plan

8. Best garden or arboretum (1-5 staff)

Awarded to the garden or arboretum which in the opinion of the judges illustrates excellence in the areas most appropriate to the site, for example: Maintenance, environmental practice, horticultural practice, arboricultural practice, conservation, community involvement, safety, promotional activity, innovation, overall management and plan.

- Judges will be looking for evidence that entrants' key objectives are being achieved

9. Best garden or arboretum (6+ staff)

Awarded to the garden or arboretum which in the opinion of the judges illustrates excellence in the areas most appropriate to the site, for example: Maintenance, environmental practice, horticultural practice, arboricultural practice, conservation, community involvement, safety, promotional activity, innovation, overall management and plan.

- Judges will be looking for evidence that entrants' key objectives are being achieved

Tree Management

Open to entry by arboriculture teams from local authorities, trusts or other entities, and also contractors where the contractor has taken on the primary tree management role.

10. Tree Service of the Year

Awarded to the tree service which, through use of innovative solutions to problems, exemplary management, effective communication etc., is achieving the best possible outcomes for its service users in the face of current challenges. Judges will be looking for evidence of achievement in areas such as:

- Service innovation
- Community engagement
- Use of technology
- Standards & benchmarks
- Partnership working
- Skills development

Categories

Design Excellence

Open to entry by landscape, garden and planting designers, play designers or other specialists, working either in practice or as part of an in-house team.

11. **Best planting design (site or series of sites under three hectares in total)**

Awarded to the best example of planting design in a park, garden attraction, heritage, arboretum or other public space under three hectares, and completed within the past 24 months. Judges will be looking for evidence of achievement in areas such as:

- Planting composition
- Environmental sensitivity
- Creativity
- Biodiversity
- Sensitivity to site conditions
- Maintenance
- Innovation
- Sustainability etc.

12. **Best planting design (site or series of sites over three hectares in total)**

Awarded to the best example of planting design in a park, garden attraction, heritage, arboretum or other public space over three hectares, and completed within the past 24 months. Judges will be looking for evidence of achievement in areas such as:

- Planting composition
- Environmental sensitivity
- Creativity
- Biodiversity
- Sensitivity to site conditions
- Maintenance
- Innovation
- Sustainability etc.

13. **Best play area design**

Awarded to the best example of a play area in a park, garden attraction, heritage, arboretum or other public space, completed within the past 24 months. Judges will be looking for evidence of achievement in areas such as:

- Visitor experience
- Sensitivity to site conditions
- Maintenance
- Inclusivity etc.
- Use of materials
- Environmental sensitivity
- Creativity

Partnership Excellence

Open to contractor, local authority and third sector partners.

14. **Best partnership: Commercial (parks, gardens or tree care)**

Awarded to the best example of a commercial partnership forged between two or more organisations to support and enhance the provision of sustainable green space services, gardens management or tree care services.

- Judges will be looking for evidence that entrants' key objectives are being achieved

15. **Best partnership: Third Sector (parks, gardens or tree care)**

Awarded to the best example of a partnership forged between two or more organisations from the public or third sector to support and enhance the provision of sustainable green space services, gardens management or tree care services.

- Judges will be looking for evidence that entrants' key objectives are being achieved

Categories

Stakeholder Excellence

Open to entry by parks, gardens, grounds or tree managers working for local authorities, trusts or other entities, and also contractors where the contractor has taken on the primary management role.

16. Best volunteer initiative

Awarded for the best example of an initiative developed by a parks, grounds, garden or tree management team which has been designed to engage volunteers in activities related to any aspect of the work of a parks, gardens, grounds or tree management team leading to enhanced outcomes.

- Judges will be looking for evidence that entrants' key objectives are being achieved

17. Best community health/wellbeing initiative

Awarded for the best example of an initiative developed by a parks, grounds, gardens or tree care team which has been designed to engage the local community in activities related to any aspect of parks, grounds, gardens or woodlands, leading to enhanced health and wellbeing outcomes.

- Judges will be looking for evidence that entrants' key objectives are being achieved

18. Best visitor initiative

Awarded for the best example of an initiative developed by a parks, gardens, grounds or tree care team which has been designed to engage visitors in activities related to any aspect of parks, grounds, gardens, or woodlands, leading to enhanced outcomes.

- Judges will be looking for evidence that entrants' key objectives are being achieved

Strategic Excellence

Open to entry by landscape, gardens and green-space consultants, or parks, gardens, grounds and tree managers working for local authorities, trusts or other entities, or contractors where the contractor has taken on the primary management role.

19. Best new funding initiative

Awarded for the best example of a funding initiative which has been designed to help enhance the financial sustainability and resilience of a single site or service.

- Judges will be looking for evidence that entrants' key objectives are being achieved

20. Best Green Space/Infrastructure Strategy

Awarded to the best example of a green space or green infrastructure strategy developed on behalf of a local authority, trust, charity or other landowner, and which sets out the vision for using green space, the goals to be achieved, and how. Judges will be looking for evidence of achievement in areas such as how well the strategy:

- Contributes to the wider objectives of the land owner e.g. improvements to health, culture, regeneration, biodiversity, public realm, etc.
- Meets current and future stakeholder needs
- Sets out design, management and maintenance principles and monitoring and review procedures
- Identifies investment priorities, partnership working etc.

Categories



21. Horticulture Week Custodian Award [FREE TO ENTER]

Awarded to an individual who has made the most exceptional contribution to the management of parks, gardens, arboreta or other green spaces. Judges will be looking for evidence of the nominee's key achievements, how they are regarded by their peers and why they should be considered for this prestigious award.

FURTHER INFORMATION?

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