

2025 BCO Test of Time Award

INTRODUCTION

This on-line survey forms part of the submission process for the BCO Test of Time Award.

This survey has 4 short core sections and several background sections:

- Efficiency
- Effectiveness
- Environment
- Expression

To complete each section simply select the appropriate answer to each of the questions and enter a short statement to verify your answer. Your answers will be saved as you move on to the next section of the survey.

The occupier, owner or any member of their respective teams may complete this submission. If you are not the occupier we encourage you to seek occupier engagement and feedback to ensure your application is successful. The award will be presented to the whole project team.

The deadline for submission is 17:00 on Monday 24 March 2025.

Any Questions?

Please contact
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Before beginning your entry for the BCO Test of Time Award 2025, you will need to accept the terms and conditions of entry.

TERMS & CONDITIONS OF ENTRY

1. The entry may be submitted by the owner, occupier or any member of their respective teams; the Award will be made to the project team.
2. All projects entered for the Award must have previously won a BCO Regional or National Award in 2020.
3. The BCO reserves the right not to grant an Award in this category if, in the opinion of the judges, no scheme submitted reaches the standard considered necessary.
4. The winner of the Award will be presented with a trophy and certificate which will become the property of the occupant. Additional trophies, certificates and plaques will be available at extra cost.
5. The presentation of the Award will take place at the National Awards Dinner in October. Winners may be asked to make a special presentation of the project at a subsequent BCO event.

6. The BCO reserves the right to use material submitted in published form.

7. Whilst you (or your licensors) continue to own the copyright in all works forming part of your entry, by submitting an entry you consent to our use of your entry in any electronic or hard copy publication, whether or not connected to the BCO Awards, and consent to us editing or adapting the entry for such publication as necessary (including, but not limited to, cropping or resizing an photograph or image). You agree to waive all moral rights in your entry including those in photographic works. We may allow third parties (e.g. journalists) to use the works comprising your entry for BCO purposes. If a third party owns the copyright in such works, you confirm that you have obtained their consent to our use and a waiver of their moral rights for these purposes.

8. The BCO accepts no liability for any inaccurate information contained within the original submission, online survey or emailed additional supporting information submitted for the entry, as it is the responsibility of the applicant to provide accurate information.

9. Neither the Board of the BCO, nor its Awards Committee or panel of Judges, will be responsible for lost submissions.

10. The decision of the Awards Committee will be final and no discussion or correspondence will be entered into.

11. Full submissions must be submitted no later than 17:00 on Monday 24 March 2025.

Legal Notice: Entrants shall grant to the BCO an irrevocable royalty-free sub-licensable licence to copy and use any documents submitted in relation to a project for all purposes related to the BCO Awards and any other BCO activities. The BCO reserves the right to use material submitted in published form for the benefit of members.

I/We accept the terms and conditions of the submission *

Yes

Please enter your details *

First name

Surname

Email address

Organisation Name

Address

Telephone No.

Mobile No.

BACKGROUND DETAILS

Enter the details relating to the project that won the BCO Award in 2020 (mandatory) *

Project Name (at time of submission):

Full Address:

Enter the details relating to the office that you are entering for the 2025 Test of Time Award (mandatory) *

Project Name (original and current, if changed):

Project Website (if applicable):

Current Project Owner(s):

Current Project Occupier(s)

What is your relationship to either organisation as appropriate (eg. architect, developer):

Any other awards won for the project:

Was the project commissioned and developed by the occupier, or was it developer-led?

- Occupier bespoke development
- Pre-let
- Speculative development
- Unknown

Are the project team members still the same as per the original submission?

To view the original project team download the 2020 BCO Awards Supplement

<https://www.bco.org.uk/wp-content/uploads/2024/06/BCO-awards-2020-21-Optimised.pdf>

- Yes
- No

Please enter any amendments below

Client	<input type="text"/>
Building Owner	<input type="text"/>
Occupier(s)	<input type="text"/>
Project Manager	<input type="text"/>
Quantity Surveyor	<input type="text"/>
Brief Consultant	<input type="text"/>
Architect	<input type="text"/>
Interior Designer	<input type="text"/>
Mechanical/Electrical Engineer	<input type="text"/>
Structural Engineer	<input type="text"/>
Contractor	<input type="text"/>
Investment/Property Company	<input type="text"/>
Developer	<input type="text"/>
Agent	<input type="text"/>
Sustainability Consultant	<input type="text"/>

Is the project currently multi-tenanted?

- Single occupier
- 2-4 tenants
- 5+ tenants

Where possible, list all the current occupier(s) and their nature of business/sector?

How much space is currently occupied overall (net internal area)?

m²

sq ft

Approximately (in terms of a percentage) how much space is occupied today?

%

SECTION ONE: EFFICIENCY

1. Please state the original workplace density (NIA per workspace)?

m²

Did the workplace density transpire to be appropriate for the occupier(s)?

	1	2	3	4	5	
Too dense or poor efficiency	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Density is perfect for the organisation

Please provide details of any limitations of the original design to improving efficiency. Also, has the workplace density changed?

2. Did the original base build design provide flexibility to the occupying business?

	1	2	3	4	5	
Poor base build design	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Very well planned base build design

If you wish to provide any additional comments, please do so in the comments box below.

3. Please confirm whether the original WC provision and lift design support the current occupancy.

4. Was there sufficient support space / amenity* originally provided to meet the business needs? (*e.g. meeting rooms, copy / print, breakout, and kitchen areas)

	1	2	3	4	5	
Poor support space	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Very good support space

Please provide details of what works well and what doesn't? For example, how were occupiers or their staff encouraged back to the office post-pandemic. Were new end of trip facilities, welfare or amenity spaces since provided?

5. Have flexible working practices been introduced leading to increased utilisation?

	1	2	3	4	5	
Not introduced and / or poor utilisation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Introduced and highly utilised

If you wish to provide any additional comments, please do so in the comments box below.

6. Please provide desk numbers compared to office head count.

7. Does the occupier space allow easy sub-dividing, partitioning and sub-letting?

	1	2	3	4	5	
No sub-dividing possible	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Very good sub-dividing possibilities

If you wish to provide any additional comments, please do so in the comments box below.

8. Are there any key lessons learnt from the project's occupancy in terms of flexibility of design?

9. Is the project's total cost of occupancy within the range expected and considered good value for money?

	1	2	3	4	5	
Costs are higher than expected	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Costs are better value than predicted

If you wish to provide any additional comments, please do so in the comments box below.

SECTION TWO: ENVIRONMENT

10. What has been done to reduce the carbon footprint of the project since its original completion? For example, have you sought to decarbonise by replacing key equipment such as gas boilers, or adding Photovoltaics?

Have you introduced ongoing operational energy performance reviews? Is operational energy being measured, and if so how has the project performed over time and how frequently is this performance reviewed? What improvements have been made and how?

11. Has an environmental evaluation been carried out to test how sustainable the project is in operation .e.g. BREEAM In-Use?

No assessment
Informal assessment
Formal assessment

Please provide further information to verify your answer .e.g. certificate number.

12. Has a transport plan been implemented (and facilities such as cycle storage and showers introduced) to promote green transport?

No plan
Plan under preparation
Plan implemented

Please provide further information to verify your answer (e.g. log of reduced business miles).

13. Has the project's original allocation of sustainable initiatives / facilities been proven adequate to date or have more had to be added (e.g. additional cycle storage facilities)?

Yes No

Please give details of these added initiatives / facilities.

14. Were the original environmental conditions* considered comfortable by the staff, or have they changed and why? (*e.g. temperature and air quality)

	1	2	3	4	5	
Most staff uncomfortable	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	All staff comfortable

Please provide further information to verify your answer (e.g. staff survey).

SECTION THREE: EFFECTIVENESS

15. Has the project facilitated an increase in intra and inter departmental interaction and collaboration since occupation?

	1	2	3	4	5	
No change observed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Marked increase

If a marked increase please provide examples of what has assisted with this (e.g. breakout space, canteen, hot desking).

16. Has the project design assisted in the retention and attraction of staff?

	1	2	3	4	5	
No noticeable benefit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Marked benefit

Please provide feedback as to why the project has contributed to staff attraction / retention.

17. Has the project enhanced occupier business performance?

	1	2	3	4	5	
No	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Significantly enhanced

Please provide some key examples

SECTION FOUR: EXPRESSION

18. Does the project reflect the original brief and the aspirations of the occupying business?

			brief & aspirations met			
Never achieved	1	2	3	4	5	Exceeds aspirations
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Please provide further information to verify your answer.

19. Are public areas* accessible, inviting, and welcoming to both staff and visitors? (*e.g. reception and meeting areas).

Uninviting 1 2 3 4 5 **Very inviting**

Please provide further information to verify your answer (e.g. key Post Occupancy Evaluation results).

20. Does the project and local area provide good amenities for the staff?

Poor amenities 1 2 3 4 5 **Excellent amenities**

Please provide further information to verify your answer.

21. What was the impact on the local neighbourhood and neighbours (e.g. perhaps did the development itself instigate local regeneration, did/does the building have a positive social value impact)?

CONCLUSION

22. Has a Post Occupancy Evaluation been carried out and what are the main areas it was focused on?*

- Yes No Unknown

Please give details of any lessons learnt and any changes that have been implemented as a consequence.

23. Does the project reflect the occupying business?

- Yes No

Please explain how.

REFERENCE ONLY - PLEASE COMPLETE ONLINE

24. Did the occupier(s) have an input into the base build design or did they take the project after it had been completed?

- Input into base build
- Input into CAT A
- Taken after completion
- Unknown

What features did they influence to incorporate and why?

25. Has a WELL assessment been carried out and what were the results?

26. Have Soft Landings been implemented and can you give any evidence of how this helped? (please state if an industry standard methodology was employed).

REFERENCE ONLY - PLEASE COMPLETE ONLINE