

OPT Awards 2025

Information and Entry Guidelines



Key Dates

- Entry for the OPT Awards 2025 will **open on Monday 10 March**
- Entries will **close on Thursday 1 May, 5pm**
- Judges visits will take place on **Tuesday 10 June and Thursday 12 June**

Who can enter?

Whether you are an architect, owner, consultant, occupier, or local resident, anyone can enter a project for consideration.

General Eligibility

To be eligible for consideration, projects must meet the following criteria:

- **Location:** Projects must be situated within Oxford and its immediate green setting.
- **Public Access:** Project outcomes should be visible from the public realm and/or available for local people to visit.
- **Accessibility:** Projects should create environments which can be used safely, easily and with dignity by everyone.
- **Sustainability:** Projects must demonstrate a commitment to sustainability, incorporating environmentally responsible practices and contributing to long term environmental stewardship.
- **Completion Date:** Projects must have been completed between January 2022 and May 2025.

Categories

Adaptive Re-use: Recognises projects that breathe new life into Oxford's existing buildings, adapting them for modern life while retaining their historic character and significance. We're looking for creative approaches which sensitively balance contemporary requirements with heritage significance.

Building Conservation: Recognises outstanding conservation projects that safeguard and enhance Oxford's historic buildings, structures or monuments. We're looking for excellent craftsmanship and the expert application of a conservation philosophy informed by an understanding of heritage significance.

Community Impact: Recognises projects that make a significant positive impact on the local community. We're looking for initiatives of any shape or size – community-led activities, social housing schemes, improvements to community amenities – as long as they benefit local people.

Green Spaces: Recognises projects that enhance the quality of Oxford's green spaces, improving sustainability, biodiversity, public enjoyment or access. We welcome applications which enrich the city's shared landscapes, whether parks, verges or riversides.

New Buildings: Recognises new architecture that enhances Oxford's built environment. We're looking for exceptional design which makes a positive contribution to the cityscape, while respecting Oxford's historic character.

Public Realm: Recognises projects that improve Oxford's public spaces or infrastructure, enhancing accessibility, aesthetics and useability. We welcome applications which enrich the city's urban spaces, whether public squares, streetscapes, pathways or underpasses.

Project Team

Please give details of principal consultants and contractors. Should your application be successful, the company names and project roles will appear on certificates and in promotional materials relating to the Awards. Therefore it is essential to ensure details are correct and in the order you would like them to appear.

Due to limited space, we can only include five project team members per project on the certificate and in promotional materials.

Successful projects will receive five certificates in total.

Public Authority Officers

Please include the names of the local Planning Officers, Design & Conservation Officers and/or any other individuals or groups (i.e. Historic England) who assisted on this project (if applicable).

Images

Images must be sent by email or WeTransfer to Louise, l.lockyer@oxfordpreservation.org.uk

Entrants must submit:

- A minimum of five and up to ten JPEG images of the finished project, with a resolution of at least 1000 pixels by 700 pixels.

Please ensure that:

- Images are of a high quality, as they will be used in promotional materials related to the Awards.
- A mix of internal and external shots are included.
- Images are provided as single image files, not composite boards.
- Photographer credit information is included for each image.
- No company logos are present in any images.

Entrants may also submit:

- Up to five additional JPEG images depicting the site or buildings prior to the start of the project.
- Up to five drawing files as JPEG format only (max file size 2MB).

Photographers

Entrants must provide:

- The name and contact details of photographer(s).

Please note:

- Photographers will always be credited when their images are used, therefore it is essential accurate credit information is provided for each submitted photograph
- Oxford Preservation Trust will use submitted photographs for the purposes of marketing the OPT Awards and related events.
- Entrants must confirm that the relevant copyright owner has granted permission for the use of the submitted photographs or media across all platforms related to the OPT Awards, including print, social media, and digital communications.

Use of information

All submitted materials will be used by Oxford Preservation Trust and the judging panel solely for the purpose of assessing award entries. Budget details, personal details and addresses will remain confidential and will not be shared for publicity or any form of public dissemination.

Judges will be required to maintain confidentiality beyond the immediate purpose of evaluating entries.

Visual materials (such as images, plans, and drawings) may be used by Oxford Preservation Trust for marketing and communication purposes, including the promotion of the awards across digital, print, and social media platforms. By submitting an entry, applicants confirm that they have the necessary permissions for all submitted materials to be used in this way.

All submitted information will be retained by Oxford Preservation Trust in perpetuity as part of the Trust's archive and record of entries. This information will not be shared with any third party without the express prior consent of the author, their clients or authorised representatives.

Judging process

Our Judging Panel is composed of local experts with a wide range of skills and knowledge of Oxford. Upon receipt of applications, judges will review all submitted materials, and some projects will be shortlisted for further evaluation.

Judges will visit shortlisted projects on Tuesday 10 June and Thursday 12 June. It is essential that projects ensure at least one representative is available to provide access on these dates. During the site visits, judges will engage with project representatives to further understand the development and impact of the project.

No award will be given unless the project has been visited by at least one judge. Following the site visits, the judging panel will convene to determine the award recipients.