

Nominations are invited for the



# CONSTRUCTION MANAGER OF THE YEAR AWARDS 2012

CLOSING DATE 13<sup>TH</sup> MARCH 2012

## Entry Form



It's now time to submit your nomination for Construction Manager of the Year 2012. No other awards have quite the same meaning or value as CMYA. The medal winners in 2012 and the Construction Manager of the Year will join the distinguished roll of previous winners.

To be a CMYA medal winner is not only a significant career achievement for someone, it is also recognition that his or her employer insists on and promotes the highest standards in construction management. The awards are for individuals but CMYA ensures that their companies are also recognised as the best.

Nominee

Project Title

Final Name of Building

Client

Project Address

Post Code

**DO NOT DETACH** Return complete form by 13 March 2012

# CONSTRUCTION MANAGER OF THE YEAR AWARDS 2012

“ I was struck with just how honoured people were to win ”

Mike Woolfrey  
Managing Director, Glenigan

## Your entry questions answered

### Who should enter?

Site based managers with overall responsibility for delivery of construction projects. This includes managers of individual subcontract packages or a site within a multi-site PFI project where the manager has responsibility for the construction phase.



### What will the judges look for?

Evidence of outstanding management skills in:

- Pre-contract phase
- Design & Risk management
- Contract planning
- Financial control
- Health, Safety & Welfare
- Communication and team work
- Leadership
- Relationship with Stakeholders
- Quality Control
- Project Closeout

### Who will judge the awards?

Corporate Members of the Chartered Institute of Building with specialist knowledge of the management of construction projects, including previous award winners.

### Are there any restrictions on who can enter?

No. The awards are made to individuals for their work, not for the project itself. Entries are welcome from managers of any construction project employed by companies of all sizes.



## Category List

There are 11 categories split into three groups covering;

- **New Build or Refurbishment projects, below £2 million, between £2 million and £7 million, between £7 million and £15 million, between £15 and £25 million, between £25 and £50 million, between £50 million and £100 million and over £100 million.**
- **Specialist categories for Restoration or Conservation and PFI Contracts, to any value.**
- **Housing/Accommodation projects over £15 million and up to £15 million.**

You will be assessed on those skills most relevant to the nature of work within your category. Simply select a category on the entry form, or if you prefer leave it blank and the judges will assign you to the most appropriate category.

**Prize-winners will be selected as follows: Gold and Silver medals will be awarded to the winner and second respectively in each category. The premier award - Construction Manager of the Year 2012 - will be presented to one of the 11 gold medal winners. Highly Commended certificates will also be awarded at the Judges' discretion.**

The winners will be announced at the 2012 Construction Manager of the Year Awards that will take place at:  
Grosvenor House Hotel, Park Lane, London on 1 November 2012

“ Winning CMYA has literally changed my career – it’s amazing to have won and people I meet, colleagues and clients alike all recognise it as a real achievement ”

David Wilson, Morgan Sindall  
Construction Manager of the Year 2009

## How do you enter

By completing and returning the entry form enclosed and all required documentation by 13 March 2012. Additional entry forms are available by visiting [www.cmya.co.uk](http://www.cmya.co.uk) or by contacting Judy Parker on 01344 630796 or email [cmya@ciob.org.uk](mailto:cmya@ciob.org.uk)

## Judging Timetable

- 13 March 2012 - Closing date for all entries
- May to July 2012 - Judges' consideration of entries, site visits and interviews
- August 2012 - Judges' announcement of Award Category shortlists
- 1 November 2012 - Construction Manager of the Year Awards Evening and Dinner - announcement of winners



## Construction Manager of the Year 2011

Roger Frost | Balfour Beatty Construction  
Queen Elizabeth Hospital, Birmingham

## Recent Past Winners

2010	Neil Matthias	Shepherd Construction	Rockcliffe Hall, Darlington
2009	David Wilson	Morgan Sindall	De Grey Court, York St John University, York
2008	Anthony Joubert	Cameron's	Liberation Place and Liberation Station, Jersey
2007	Simon Byford	Sir Robert McAlpine	Halifax Bank of Scotland Headquarters, Edinburgh
2006	Jeremy Williams	Taylor Woodrow Construction	National Assembly for Wales Senedd Debating Chamber, Cardiff
2005	John Roper	Sir Robert McAlpine	Paul O'Gorman Building University of Newcastle
2004	Paul Sims	Bovis Lend Lease	Paternoster Square, London
2003	Malcolm Nelson	Laing O'Rourke	Festival Place, Basingstoke
2002	Richard Pike	Laing O'Rourke	The National Ice Centre, Nottingham
2001	Peter Carruthers	Sir Robert McAlpine	West Quay, Southampton
2000	Ian Eggers	Mace	Stirling Square, 5-7 Carlton Gardens London
1999	David Hurricks	Willmott Dixon Construction Ltd	Fortnum & Mason, Piccadilly
1998	Philip Rowley	HBG Higgs and Hill	Windsor Castle Restoration
1997	Wilf Hannon	Laing Northern	Fenwick Stores
1996	Tim Renwick	Mace	Gatwick South Terminal Departure Lounge
1995	Ray Carter	Bovis Lelliott	Uppark House, South Harting
1994	Howard Shiplee	Amec	Terminal Two, Manchester Airport
1993	Hugh Coulter	Bovis Construction	The Ludgate Development, London
1992	Terry Davis	Taylor Woodrow Mgt Ltd	European HQ, Goldman Sachs
1991	Dennis Bate	Bovis Construction	The Meadowhall Centre, Sheffield
1990	John Westlake	Wimpey Construction	Cheltenham & Gloucester Building Society

## PART I

By completing this Nomination Form you are consenting to CIOB processing your personal information in accordance with the requirements of the Data Protection Act 1998.

The CIOB will share this information with the CIOB Judges for the purposes of judging the competition and also with its wholly owned subsidiary Englemere Ltd for the purposes of managing the 2012 awards evening. Your details will not be passed on to any third parties.

If you would like CIOB or Englemere Ltd to contact you in relation to membership or other services by post or email, please tick here.

1. Select an entry category for your project or leave blank and the judges will assign you to the appropriate category.

**New Build or Refurbishment**  Below £2M  Projects £2M - £7M  Projects £7 - £15M  Projects £15M - £25M

**New Build or Refurbishment**  Projects £25 - £50M  Projects £50M - £100M  Projects over £100M

**Specialist**  Restoration or Conservation (any value)  PFI Contracts (any value)

**Housing/Accommodation**  Over £15M  Up to £15M

## NOMINEE

2. Details of the nominee recommended for an award:

1. Name

2. Name and address of nominee's employer

3. Telephone No. (business)  Home  Mobile

Fax/E-mail

4. Professional memberships and qualifications  CIOB Membership No. if applicable

6. His / Her job title whilst in charge of the project

## NOMINATOR

3. Details of the nominator. (client, the client's representative, member of the design team or nominee's manager)

1. Name

2. Name of firm or organisation

3. Address

4. Telephone No. (business)  Mobile  E-mail

5. Type of business or occupation

6. Job title of nominator

## REFEREE

4. Details of one independent referee. (client, the client's representative or member of the professional team)

1. Name

2. Name of firm or organisation

3. Address

4. Telephone No. (business)  Mobile  E-mail

5. Type of business or occupation

6. Job title of referee

## PART II

### Project information

1. Outline description of project

  
  
  

2. Was the nominee involved throughout the period of the project on a full time basis? (If for part of project only, give dates)

3. Form of Contract

4. Tender value

5. Final value of contract

6. Is final account agreed?

#### NB: Values should not include VAT / Professional Fees

7. Project dates (as tender). Commence  Complete  Period  weeks.

8. Project dates (actual). Commence  Complete  Period  weeks.

9. Date project taken into use

10. Declaration of support for this submission from nominee's employer. I confirm that I am authorised by the client to submit for this award.

Name

Relationship to nominee

Signature

Date

## PART III (Project Report to be prepared by NOMINEE)

This is to be in the form of a report not exceeding 1500 words and should include, where relevant, the information outlined in "What will the judges look for" together with a short summary as to why you, the nominee, should be considered for these awards. The amount of detail should not be excessive but sufficient to give the adjudicators an overall appreciation of the management challenges posed by the project and the techniques used to overcome them, with specific examples where possible. The level of responsibility, influence and involvement of the nominee is to be clearly stated in relation to each heading in the Project Report requirements listed below. It is crucial that all the headings in the Project Report Requirements are covered in the report.

### Project Report Requirements

1. Background to the award of the contract including any involvement of Nominee at this stage.
2. Management structure for the project - including an organisational chart.
3. Relationship with the client, consultants, subcontractors and specialists.
4. Risk and Design Management - including the effects of Form of Contract.
5. Management, Planning and Scheduling - including contract and actual Construction Programmes.
6. Innovation through Value Engineering and Value Management.
7. Quality control issues.
8. Financial Management - including Cash Flow Charts.
9. Health, Safety and Welfare - including RIDDOR statistics.
10. Sustainability, environment and corporate social responsibility.
11. Why me ...

Declaration by Nominee. I confirm that I have personally completed the Project Report as detailed above and have seen the final submission.

Name

Signature

Date

**Before returning this form please ensure that you have read all the Conditions of Entry and guidelines on [www.cmya.co.uk](http://www.cmya.co.uk)**

Return this entry form to:

Judy Parker, The Chartered Institute of Building, Englemere, Kings Ride, Ascot, Berkshire SL5 7TB Tel: 01344 630796

Confidentiality will be observed in respect of the information associated with this nomination form

# CONSTRUCTION MANAGER OF THE YEAR AWARDS 2012

## ENTRY CONDITIONS

1. These awards are concerned with excellence in construction management. The senior site based manager will normally be the person nominated.
2. The awards are intended for individuals, therefore joint nominations, e.g. for outstanding teamwork, are not permitted.
3. The adjudication will take particular note of the achievement of quality commensurate with the specification for the project.
4. Nominees should be individuals responsible for the management of projects completed after 15 March 2011 and on or before 13 March 2012.
5. Awards may be made for the management of any type of construction project (see category list).
6. Nominations must be made on this prescribed form. Candidates may not nominate themselves.
7. Nomination forms must be completed in full and give sufficient information to enable the adjudicating panel to assess merit.
8. Confidentiality will be observed in respect of the information associated with this nomination form.
9. Judges reserve the right to accept or reject entries; not make an award; reassign category boundaries and entries.

NOTE: It cannot be over emphasised that the judges are interested in the managerial skills of the nominee. Their decisions are final and binding and no discussions or correspondence will be entered into relating to any of their decisions.

## ENTRY CHECKLIST

Please provide 5 copies (colour photocopy acceptable) of the following on A4 size paper:

- completed entry form
- citation signed by the independent referee, on their company note paper, indicating why the nominee is deserving of consideration for an award (not exceeding 500 words)
- project report (see project report requirements - Part III)
- site layout plan and site location map including full address and postcode
- standard 6" x 4" head and shoulders photograph of nominee or high resolution digital image (min 1200 pixels x 800 pixels)
- 10 coloured photographs (10" x 8") of project stages, including at least two different images of the completed project

Please also provide a copy of all photographs, including that of the nominee, as high resolution digital images on ONE CD-ROM as these may be used at a later date (subject to copyright)