

2021 Canterbury Civil Contractors New Zealand Awards Entry Information

Entries Close: Friday 10th September 2021 at 4pm

Please submit:

2 x hard copies of each entry plus 3 x pen drive.

Entries to be delivered/posted to:

Attention: Canterbury Civil Contractors New Zealand Awards Entry

100 Memorial Avenue
Ilam, Christchurch 8053

Entries are open to all members of Canterbury/West Coast Branch, Civil Contractors New Zealand.

A project can only be submitted in one of the 5 project categories below.

Entries submitted will also be considered in the non-project award categories (i.e. Innovation Award, H&S, etc).

Please note: Companies can enter as many categories, and as many times in each category as they wish. If more than one entry into a category is received from any one company (excluding JV's and Alliances), then only one of these entries can be made a finalist in the category (as deemed by the Judges).

All Project Entries must provide a **A3 poster** of their Project to be displayed at the awards – including high resolution photos of the project and people (if they wish) and high level information of what they set out to achieved and how this was completed – these high resolution photos are to be provided as part of the file delivered on the pen drive also, as these will be used at the awards also for all winners and finalists as part of the AV for the evening.

The Contractor of the Year Award will be taken from all category winners. Entries will be judged on the submissions and may be followed by requests to see individual project plans at a presentation to judges and/or a site visit. Submitters are free to seek clarification on any of the judging criteria if necessary.

PROJECT CATEGORIES

A | Up to \$500,000 – Hydraulink Fluid Contractors Ltd

B | \$500,000 to \$1.5million – Wynn Williams

C | \$1.5million to \$5million – Humes Ltd

D | In excess of \$5million – Transdiesel

E | Subcontract – Sponsor TBC

Supplementary Awards

Innovation Award – **AB Equipment Ltd**

Environmental Award – **EnviroCo Ltd**

Most Progressive Company Award – **Road Metals Ltd**

Health and Safety Award – **Leedsafe**

Underground Services – **Hynds Pipe Systems Ltd**

Company Image Award – **Sponsor TBC**

Supplier of the Year Award – **Sponsor TBC**

People Awards

Training Award – **Connexis**

Young Contractor of the Year Award – **Stellar Recruitment**

2021 Canterbury Civil Contractors New Zealand Awards

Entry Form

To be submitted with all Entries:

Company Name			
Contact Person		Email	
Contact Telephone Number		(Bus)	(Mobile)
Project Name			
Project Location			
Client/Principal Contractor			
Client Contact		Mobile	
Consultant Engineer Contact Person		Mobile	
Project Commencement Date		Completion Certificate Dated:	
Final Contract Cost			
Project Category			
Supplementary Award(s)			

ENTRY CRITERIA

Company Profile

This is **required for all entries and limited to no more than 2 pages**. Please include:

- General nature of business, governance structure (e.g. limited company, owner operator etc), years in operation, turnover, growth of the company, achievements
- Number of staff, staff training systems, staff policies, etc.
- Company safety policy and safety record, quality control methodology, environmental policy
- Plant ownership, area of operation etc
- Number of separate contracts with total value carried out during the last 12 months (at closing date)

The company is only needed once from any company.

Categories A – D & Subcontract Project Awards

All entries should have been completed under a formal contractual or subcontract agreement and have a completion certificate dated within 12 months of the closing date for submission.

Evidence that a formal contract has been entered into, together with a copy of the Completion Certificate should be included with the entry.

Please provide supporting photographs of the projects progress (different stages) to assist judging and to display at the Award presentations.

Please describe how the project meets each of the following criteria to enable full assessment of the project.

Scope

Briefly outline the scope of works of your contract i.e. what are the physical boundaries, what is your work responsibility etc.

1. Technical Difficulty - 10%

Describe whether any special skills were required and whether any abnormal conditions were encountered during the contract requiring special techniques to be developed.

2. Project Management and Methodology - 20%

Describe the methodology adopted to undertake this project and the management structure, policies and practices, and financial control systems used to provide effective control for this project.

Copies of the various generic management, project, environment and safety plans are not required but evidence of how these plans are applied **specifically** to the project should be included.

Where subcontractors are involved also advise number of subcontractors, their roles and management practices used.

3. Innovation - 10%

Marks will be allocated for innovative construction methods, techniques, management and design that provided an advantage to the contractor and/or the client. Highlight any aspect you want considered for the Innovation Award.

4. Client Satisfaction - 10%

Please provide letters or references from clients to show the level of satisfaction. The judges may also make enquiries of the client, developer, neighbours etc.

5. Safety - 10%

Evidence of how **site specific** safety management plans, toolbox meetings, hazard ID, accident registers etc have been used must be provided to enable assessment of safety management including traffic management. Failure to include evidence will mean no marks can be scored. Do not include blank forms.

Include a summary of:

- Number of hours worked by staff both on submitted entry and annual total for business
- Number of accidents notified to Worksafe NZ, number of other accidents/incidents or near misses both on submitted entry and annual total for business.
- Accident ratio for last 12 months (use ratio of serious harm accidents per 100,000 hours), and variance from previous year
- Staff involvement in HSE policy, training procedures etc.

6. Project Profile - 10%

The visibility of the project will be considered in considering the effect of the project on the public, neighbours, special interest groups etc. Include evidence of how the contractor worked to minimise effects on the public.

7. Presentation of Entry - 5%

Marks will be awarded on how well the presentations (written and verbal) cover the aspects requested in the judging criteria. Photos, or videos, should show progress of project and enable conditions to be understood.

8. Quality of Work - 15%

Final quality of workmanship will be assessed from the submission and if possible or necessary, from on-site inspections of the project during construction and when complete.

9. Environmental matters - 10%

Describe both the projects and business practice's effects on the environment, risks and challenges faced and mitigation used. Provide evidence of any Environmental Management Plan and its implementation.

Supporting Information:

Additional pages must be used to describe the project fully under each of the nine criteria for judging. Sufficient project detail must be included under each of the criteria to enable the judges to see that all criteria have been achieved.

Project folders including photos and other relevant information may be attached, this is to be no more than 10 pages in length, anything over this amount will not be judged.

Supplementary Awards

All entries submitted in one of the five Project categories are eligible for the awards below.

AB Equipment Ltd - Innovation Award

To encourage and reward the development of innovation in the contracting industry. The innovation may relate to equipment, technical design, or technique, or business practice.

Key areas to highlight within main category entry submissions are:

- Originality, creativity and design
- Benefits (e.g. environmental, financial and economic, reduced working time, reduced disruption etc)
- Value to industry (effect on industry, extent of change and uptake of idea etc)

EnviroCo – Environmental Award

The Environmental Award is to encourage the adoption of good environmental practices to achieve positive outcomes for the environment and the client. Key areas to highlight are:

- Effect of special environmental aspects affecting the contract e.g. resource consent requirements, need for protection of fauna & flora, waterways, exposed slopes etc.
- Environmental management plans, administration and compliance with plans and consents etc Include monitoring & control records. Explain the key issues of the Environmental Plan and what corrective actions would be taken to remedy any defects or accidents.
- Special techniques and equipment required due to environment
- Enhancement of the environment. Was project aesthetically pleasing, improved or returned to its natural condition?
- Consideration will be given to the positive impact of company or business unit environmental practices or initiatives that are not project specific.

Road Metals Ltd - Most Progressive Company Award

All contractors with entries in all award categories will be considered for this award. Judges may gain information both from material submitted in the submissions and from observations made during the assessment process.

Leedsafe - Health & Safety Award

Judging will to be based on the Contractor's safety record on the Contract (60% of marks) and the company in general (40%). All entrants agree that reasonable enquiries may be made of Clients, Engineers and WorkSafe New Zealand.

Key areas to highlight within main category entry awards are:

- Job accident record and reporting procedures
- Special precautions required
- Safety plans and culture of safety within the company
- Company accident record in last 12 months (inspect accident register)
- Company and Contract accident record (use ratio of serious harm accidents per 100,000 hours)
- Equipment fully fitted with protective systems, seat belts etc and used
- Compliance management
- Evidence of training programs i.e. induction courses, ongoing training, site safe certificates or other approved health & safety courses in last 12 months
- Company budget for HSE training, compliance & management annually. What percentage of turnover is allocated to budget?

Hynds Pipe Systems Ltd - Underground Service

This award will recognise a project which involves the construction or maintenance of underground services, that exhibits outstanding execution of planning and methodology to overcome challenges presented by the work situation, design and project risks.

Sponsor TBC - Company Image Award

Judging based on general site and staff presentation, client perception, community engagement, staff engagement as well as overall company training.

Sponsor TBC - Supplier of the Year Award

Judging based on the attribute statement, examples on excellent service and project involvement.

Supplier of the Year Awards

Entry Process

Please fill in and submit both the nominator and nominee application forms by 4pm Friday 24th September 2021.

Applicant/ Nominator

Entry form

Name of Nominator _____

Company Name _____

Contact phone _____

Address _____

Email _____

Name of nominated Company _____

Length of time working with this supplier _____

Criteria Questions:

- Give an attribute statement why this supplier should win this award.
- Give examples of what this supplier offers that other suppliers do not – and an example of how they lead by example in their industry.
- Give examples of projects involved with and the part they played.

Note:

- Total application should be no more than 3 pages
- Nominee must be a member of CCNZ Canterbury & Westland
- Please supply a photo that correlates to this supplier and their interaction within your business/ project.

Nominee

Entry form

Name of the Nominee _____

Company Name _____

Address of company _____

Company Established Date _____

Contact phone _____

Email _____

How many years have you worked in the industry? _____

How many years have you been a CCNZ member? _____

Criteria Questions:

- What are your company's Values/ Culture/ Point of Difference?
- Give an attribute statement of your reason to win this award.
- Give an example of 2 projects that you were/are involved in and the part you played- please include 2x testimonials for this (one can be from above)
- What do you feel you are contributing to the industry over and above your core responsibilities as a supplier?
- How has your business engaged with/supported the Canterbury/Westland region over the past year?

People Awards

Connexis - Training Award

The CCNZ Company Training and Development Award aims to recognise those employers that believe in providing opportunities for their staff to gain skills and knowledge through a nationally-recognised qualification. These employers invest across all levels of their business, embedding training as a matter of course in everything they do, and creating pathways for their people to move up. They understand the importance of building their business by building their people. This award is to highlight the importance of these types of companies in creating a skilled and safe New Zealand.

Applications are open to any CCNZ Members who meet any one of the following criteria:

- Registered companies working in the Infrastructure Industry within New Zealand, with employees undertaking training
- A multi-site company, branch of multi-site, or a single-site organisation
- Offering the majority of their training to their team, linked to National/New Zealand Certificates and Diplomas through an approved ITO.

High Level of Training Engagement:

- **Variety of Roles and Skills:**
Tell us the variety of roles and skill sets your training covers
 - **Integrated Training:**
Tell us how training fits into daily work practice and schedules
 - **Success of Training:**
Tell us about the number of people completing and the number of people moving up into further training
 - **Numbers Enrolled in Training:**
What percentage of your whole staff are in training?
 - **Training the Trainer:**
How do you train those staff that are supporting/training others?
 - **Innovation:**
What interesting/innovative activities do you do to make training interesting and meet needs?
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Young Contractor of the Year 2021



This award is to promote growth and excellence amongst our young members and reward them for their hard work and dedication to the industry.

Employers should nominate employees that best represent their own business. We will be looking for nominees that demonstrate safe workplace practices, innovative solutions, and an advanced understanding of the Civil Construction Industry, whilst striving for continuous growth in their professional development.

Criteria for entry:

- Age 30 and under.
- Must be employed by a CCNZ Canterbury Contracting member.
- Application form completed, biography content, and interview (if applicable).
- Finalists are required to provide an electronic original size (High resolution photo (Headshot). Nominees give permission for their image to be used for promotional purposes should they win the award.
- Nominees must be available to attend the CCNZ Canterbury Gala Event on 6th November 2021

Submissions and photo to be emailed to:

Canterbury@civilcontractors.co.nz

ENTRIES CLOSE 4PM FRIDAY 24TH SEPT 2021

People Awards Entry Process

Please fill in and submit both the nominator and nominee application forms by 4pm Friday 24th September 2021.

Applicant/ Nominator

Entry form

Name of Nominator _____

Company Name _____

Contact phone _____

Address _____

Email _____

Name of nominated employee _____

Current role in company _____

Criteria Questions:

- Give an attribute statement why this employee should win this award.
- Give examples of leadership ability and skills
- Give examples of projects involved with and the part they played.

Note:

- Total application should be no more than 3 pages
- Nominee must employed by a CCNZ Canterbury Contracting member
- Please supply an up to date head and shoulders profilephoto

Nominee

Entry form

Name of the Nominee _____

Employed by _____

Address of company _____

Date of Birth _____

Contact phone _____

Email _____

How many years have you worked in the industry? _____

Current role in the company _____

Criteria Questions:

- What are your aspirations in the contracting industry?
- Give an attribute statement of your reason to win this award.
- Give an example of a project that you were/are involved in and the part you played.
- What have you contributed to the industry over and above your core responsibilities.
- How can you use your leadership skills to benefit the industry in future?