

Dear all

Thank you for agreeing to be part of the Structural Awards 2015 Judging Panel.

Please find below guidance on the timeline and procedure for the judging process.

Structural Awards Panel members

I would like to welcome both returning and new members to this year's Structural Awards Panel, which will comprise the following:

Prof David Nethercot (Chairman) – DAN
Ian Firth – IF
Dr Mike Cook – MC
Paul Fast – PF
Peter Terrell – PT
Prof Steve Denton - SD

Sam Price – SP
Tristram Hope –TH
Tim Ibell – TI
Kayin Dawoodi – KD
Tristram Carfrae - TC
Tara Reale - TR

Ligia Kowalska – *Secretariat*

Judging groups

Judges have been allocated specific categories to focus on and score.

Your allocations can be found on the third tab on the preliminary score sheet attached.

I have tried to keep the number of projects being scored by each judge as even as possible, so some judges have four categories, where some only have two to score.

We only expect you to look at your allocated categories; however, if you wish to look at the other entries please feel free. You are able to view your categories online through the Structural Awards Panel area of the website: <https://www.istructe.org/committees/sa-judging>

To view these you will need to log in to the 'my account' area – please follow the link above and enter your details.

***Please note:** We have 'pre-checked' that each project sits within the correct categories, and have added some projects into further categories, or deleted them from categories where necessary. However, you may still feel that some projects need reallocating. At this point, please attempt to judge them in their current categories and come prepared to comment on reallocation on judging day. *(the second tab on the spreadsheet shows where changes have been made from the initial submission.)*

How to score:

The preliminary scoring should be done on the spreadsheet attached.

You will see individual tabs with each judge's initials. The categories you have been allocated are all pre-populated, so you just need to go to your tab, and complete the preliminary scoring.

This has been designed as an initial means of rating each entry with a view to creating a shortlist, which can then be discussed on the judging day.

The scoring system is outlined below and we ask that you rate your top five projects from 10 – 2 points, like so:

1st = 10 points

2nd = 8 points

3rd = 6 points

4th = 4 points

5th = 2 points

The Sustainability and Supreme Award winners will be selected from all entries. Please come prepared to contribute to discussion from projects you have looked at.

We have also added notes where we believe projects should be considered for the Sustainability category.

A full list of the categories and their definitions can be found by [clicking here](#).

Judging criteria:

Submissions should be judged on whether and to what extent the structural design of the project displays the following attributes:

- Excellence
- Creativity and innovation
- Sustainability
- Value

Award for Regional Groups

In 2014, The Award for Regional Groups was launched, designed to showcase the impact of structural engineering on people's lives at a local level by publicising projects in the community.

Following conversations with last year's judges, we have requested more imagery and also some evidence to support the benefit of the structure to the community for 2015.

Those judging this category should be aware that this Award is based on the following criteria, which are different to the other Structural Awards categories:

- To qualify, the project will have been nominated by a Regional Group and completed between April 2013 and April 2014.
- Benefit to the community and individual lives: (Max. 250 words)
- Quality of structural engineering (Max. 250 words)
- Sustainability (Max. 250 words)
- Value (Max. 250 words)
- Document from an external source providing evidence of the benefit to the community (eg letter from local council)

Please do take the word count into account when scoring each project.

Conflict of interest:

If you encounter a project submitted by your own company please carry on and mark as impartially as you can. We can then discuss any issues in relation to this on the day.

Citations:

As part of the judging process you will later be asked to write a number of citations and Judge's Comments for the shortlisted projects.

In 2015, we will be changing the way in which citations are written, to make use of the project's project description from their submission form. This will free up a lot of time, and allow you to focus more on the Judge's Comments

Although this is only the preliminary judging stage you might wish to write down some of your initial impressions of the projects that stand out the most and are therefore likely to be shortlisted.

Timeline:

Friday 12 June 2015 : Judges to return preliminary scores

The date by which the judges should return their score sheet.

Tuesday 23 June 2015 : Judging to take place

The venue for the judging day will be: Institution HQ, 47-58 Bastwick Street, London, EC1V 3PS

The day will run from 10:00 – 16:00.

Wednesday 24 June 2015 : Institution Events Team to issue Shortlist / Winners list

Monday 29 June 2015 : Shortlist / Winners list confirmed by judges

Friday 10 July 2015 : Judges to return project comments & citations

Judges will need to provide Judges' comments (50 – 80 words) for shortlisted, commended and winning projects.

Citations should make use of the project's brief description from the submission form.

Early August 2015 : Shortlist announcement

The shortlist is due to be announced in the August edition of *The Structural Engineer*, on the Structural Awards website and within the Institution e-newsletter.

Friday 13 November 2015 : Structural Awards event

This year's Structural Awards ceremony will take place at The Brewery, London.

Thank you for your participation in the Structural Awards 2015 judging process.

Should you have any queries please contact the Events Team: 0207 201 9824 / events@istructe.org

**** I will be on annual leave from 7 – 26 May 2015. Please anticipate a slower response than usual to any enquiries made during this time ****

Kind regards,

Ligia Kowalska
Venue & Events Manager