



QTC ACADEMY

Coaching the Construction Industry Back to Excellence

**“Knowledge is not a possession.
It is a responsibility, fulfilled only by sharing.”**

Not training. Not teaching.

Professional coaching that sharpens judgement, reactivates fundamentals, and improves daily performance.

Regulated by

ciar.b.



Proud Signatories of Dispute avoidance pledge

WHY QTC ACADEMY

The Reality of Modern Construction

The construction industry does not fail because people lack qualifications. It fails because pressure erodes fundamentals.

Every day, capable professionals:

- Make rushed decisions
- Miss simple contractual steps
- React instead of controlling change
- Allow poor habits to become normal practice

These are not technical failures.
They are performance failures.

QTC Academy exists to correct this.

Coaching, Not the Classroom

Training teaches people what to do.
Coaching helps professionals do it properly, consistently, and under pressure.

Our coaching:

- Reactivates professional muscle memory
- Stimulates critical thinking
- Encourages challenge and contribution
- Converts knowledge into habit

This is not university.

This is professional recalibration.

How Our Coaching Works

- Highly interactive coaching sessions
- Real project scenarios, not theory
- Peer discussion and challenge
- Facilitated by senior practitioners
- Applied directly to live projects

People remember what they debate.
They apply what they practise.



THE QTC COACHING MODEL

Five Sessions. Real Impact.

Each QTC Academy programme consists of five structured coaching sessions, delivered every 4 to 6 weeks.

Why this matters:

- Learning is applied between sessions
- Behaviour change is reinforced
- Real project experiences shape discussion
- Coaching outcomes stick

This is deliberate, not accidental.

Who It Is For

QTC Academy coaching is designed for:

- Project Managers
- Commercial and Contract Managers
- Quantity Surveyors
- Engineers in leadership roles
- Client and consultant representatives

This is for professionals who:

- Already know the basics
- Need sharper execution
- Want consistency and confidence
- Are tired of repeating the same mistakes

How Our Courses Are Delivered

Our training is designed for maximum relevance and flexibility, suitable for organisations and individuals worldwide

Delivery Formats

- In-house corporate workshops
- Remote and hybrid learning
- Bespoke programmes tailored to organisational needs

Session Style

- Workshop-based and interactive
- Scenario-driven using real project examples
- Open discussion and collaborative problem-solving

Facilitators

- MRICS / FRICS / CI Arb-qualified professionals
- Practitioners with hands-on delivery, commercial, and contractual experience

Certification

- Certificates (CPD) issued for all completed sessions.



PROJECT LEADERSHIP COACHING

Why This Matters

Projects rarely fail on technical capability. They fail on leadership decisions, prioritisation and lack of control.

This programme coaches professionals to lead projects deliberately, not reactively.

Session 1

Project Management Without the Noise

Content

- What project management actually means in practice
- Why capable teams still lose control
- Leadership versus administration
- Common failures seen on live projects

Outcome

Participants regain clarity on their leadership role and understand how daily decisions shape project outcomes.

Session 2

Project Strategy and Early Thinking

Content

- Defining a clear project strategy
- Aligning technical, commercial and contractual objectives
- Early risk identification
- Decision-making under uncertainty

Outcome

Delegates think more strategically and make earlier, stronger decisions that prevent downstream problems.

Session 3

Procurement That Does Not Create Risk

Content

- Procurement routes and their consequences
- Supply chain behaviour and incentives
- Evaluating tenders beyond lowest price
- Common procurement mistakes

Outcome

Participants understand how procurement decisions influence risk, cost certainty and delivery success.

Session 4

Planning Delivery in the Real World

Content

- Delivery sequencing and logistics
- Interface and authority management
- Identifying delivery risk early
- Scenario-based coaching

Outcome

Delegates plan delivery with foresight rather than firefighting.

Session 5

Leadership Accountability Under CDM

Content

- Client, PD, and PC duties
- Leadership accountability for safety
- Learning from real incidents
- Integrating safety into decision-making

Outcome

Participants confidently fulfil statutory obligations without bureaucracy dominating delivery.

CONTRACT FUNDAMENTALS COACHING

Why This Matters

Most disputes start with simple misunderstandings.

Not complex law.

Just weak fundamentals.

Contracts usually fail not because they are badly written, but because they are misunderstood, inconsistently applied or poorly administered.

This programme rebuilds contractual confidence, judgement, and discipline for professionals working on live projects.

Session 1

Contracts Made Simple Again

Content

- Core contract principles in practice
- Offer, acceptance, and consideration
- Common causes of misunderstanding
- Simple, real-world examples

Outcome

Delegates gain clarity on how contracts are formed and applied in everyday project situations.

Session 2

Reading and Writing Contract Language

Content

- How contractual clauses are meant to work
- Avoiding ambiguity and unintended risk
- Understanding definitions and references
- Practical drafting and interpretation exercises

Outcome

Participants draft and interpret contract language with greater confidence and accuracy.

Session 3

Clauses That Actually Matter

Content

- Scope, time, and price obligations
- Risk allocation and liability
- Payment and variations
- Live project examples

Outcome

Delegates recognise key risk clauses and understand how responsibility is allocated.

Session 4

The Ten Commandments of Contracts

Content

- Implied obligations hidden in wording
- Standard clauses that create unseen liability
- Provisions that quietly shift risk
- Ten common contractual traps

Outcome

Participants identify hidden contractual risks and make informed decisions before exposure arises..

Session 5

Contract Compilation Coaching

Content

- Structuring contract documents correctly
- Identifying inconsistencies
- Understanding document hierarchy
- Practical compilation exercise

Outcome

Delegates confidently review and verify complete contract packages before execution.

CONTRACT ADMINISTRATION COACHING

Why This Matters

Most contractual problems are not legal issues. They are procedural failures.

Late notices, unclear instructions, weak records and poor communication quietly create disputes, delay payments and expose organisations to unnecessary risk.

This programme strengthens procedural discipline, confidence and consistency in live contract administration.

Session 1

What Contract Administration Really Is

Content

- Core duties of the contract administrator
- Notices, instructions, and record keeping
- Importance of procedural compliance
- Consequences of administration failure

Outcome

Delegates develop a strong understanding of procedural discipline and why it protects projects and careers.

Session 2

Payments Without Conflict

Content

- Practical payment processes
- Notice cycles and timeframes
- Applications and certifications
- Common payment pitfalls

Outcome

Delegates manage payment cycles competently and reduce the risk of pay-less and payment disputes.

Session 3

Change Control in Practice

Content

- Identifying change triggers early
- Managing variations correctly
- Record keeping and evidence
- Assessing time and cost impacts

Outcome

Delegates gain confidence in managing change and assessing its contractual impact.

Session 4

Contractual Communication

Content

- Writing clear and professional letters
- Understanding the communication chain
- Tone, structure, and clarity
- Scenario-based writing exercises

Outcome

Participants identify hidden contractual risks and make informed decisions before exposure arises.

Session 5

Notices Workshop

Content

- Notice timing and required formats
- Consequences of late or incorrect notice
- Common notice errors
- Practical notice drafting exercises

Outcome

Delegates become competent in issuing accurate and timely contractual notifications.

PROGRAMME AND TIME MANAGEMENT COACHING

Why This Matters

Programmes are often accepted without being properly understood.

When delays arise, entitlement is lost and disputes follow.

This programme builds confidence, clarity and control in how programmes are prepared, reviewed, and used to manage time on live projects.

Session 1

What a Programme Really Is

Content

- Requirements for a compliant programme
- Logic links, calendars, and sequencing
- Baseline programmes and updates
- Common programme weaknesses

Outcome

Delegates understand how baseline programmes are built and used to manage progress.

Session 2

Building a Programme That Works

Content

- Building sound programme logic
- Identifying dependencies and interfaces
- Common programming mistakes
- Practical logic-building exercise

Outcome

Delegates gain confidence creating simple, reliable and defensible programmes.

Session 3

Critical Path in Practice

Content

- How the critical path is formed
- Identifying critical and near-critical activities
- Testing delay impact
- Common misunderstandings

Outcome

Delegates can interpret, challenge and defend programme logic and critical path.

Session 4

Float and Time Risk

Content

- Free float and total float
- Time contingency and risk allowances
- Contractor versus employer perspectives
- Practical examples from live projects

Outcome

Delegates understand schedule risk and how float is managed and often misunderstood.

Session 5

Programme Workshop

Content

- Hands-on programme analysis
- Reviewing a live programme
- Identifying delay and recovery options
- Group discussion and challenge

Outcome

Delegates can read, critique, and manipulate programmes confidently in practice.

CLAIMS AND DISPUTE AVOIDANCE COACHING

Why This Matters

Claims are not about being confrontational. They are about entitlement, evidence and timing.

Most claims fail not because entitlement does not exist, but because it is poorly identified, badly evidenced, or incorrectly presented.

This programme builds confidence, structure and discipline in managing variations, claims and delay on live projects.

Session 1

Variations and Entitlement

Content

- Sources of variation in live projects
- Valuation principles in practice
- Identifying entitlement early
- Scenario-based analysis

Outcome

Delegates understand how to identify and evaluate variation entitlement correctly.

Session 2

Claims Fundamentals

Content

- Causation, quantum, and evidence
- Structuring claims clearly
- Reasonableness and entitlement tests
- Common claim weaknesses

Outcome

Participants learn how to assemble structured claims aligned with contractual obligations.

Session 3

Quantum Analysis

Content

- Direct and indirect cost analysis
- Prolongation and disruption costs
- Evidence and substantiation requirements
- Practical costing examples

Outcome

Delegates improve their ability to quantify claims accurately and defensibly.

Session 4

Delay Analysis in Practice

Content

- Common delay analysis methodologies
- Prospective and retrospective approaches
- Establishing cause and effect
- Real case modelling

Outcome

Delegates gain practical competence in delay analysis and time entitlement assessment.

Session 5

Report Writing Coaching

Content

- Structure of a well-reasoned report
- Producing clear and defensible narratives
- Use of evidence and analysis
- Review and critique exercises

Outcome

Delegates develop the ability to write structured, logical and persuasive reports.

NEC CONTRACTS COACHING

Why This Matters

NEC contracts do not fail because they are unclear. They fail because they are not actively managed as intended.

Early warnings are missed.

Programmes are accepted but not used.

Compensation events are poorly administered.

This programme builds confidence, discipline and practical competence in applying NEC as a collaborative and proactive contract.

Session 1

Contract Philosophy and Framework

Content

- NEC principles and plain language drafting
- Contract structure and core clauses
- Roles, authority and communication requirements
- Early warning and proactive risk management

Outcome

Delegates understand how NEC promotes collaboration, transparency and active contract management.

Session 2

The Accepted Programme and Time Management

Content

- Preparing a compliant Accepted Programme
- Programme acceptance and updating
- Identifying delay and programme change
- Using the programme to manage entitlement

Outcome

Delegates manage time proactively and protect entitlement through effective programming.

Session 3

Compensation Events and Change Control

Content

- Triggers for compensation events
- Notification and time bar discipline
- Quotation, assessment and implementation
- Managing programme and cost impact

Outcome

Delegates confidently manage compensation events and control change in accordance with NEC.

Session 4

Defined Cost, Payments and Assessments

Content

- Defined Cost and Schedule of Cost Components
- Disallowed cost principles
- Payment assessments and review cycles
- Cost verification and audit requirements

Outcome

Delegates understand how cost is assessed, verified and paid under NEC.

Session 5

Claims, Disputes and Good NEC Practice

Content

- Distinguishing early warnings from compensation events
- Project Manager decisions and determinations
- Dispute escalation and resolution routes
- Best practice administration to avoid disputes

Outcome

Delegates manage claims effectively and reduce disputes through good NEC contract practice.

JCT CONTRACTS COACHING

Why This Matters

JCT contracts are widely used, but often poorly administered.

Authority is misunderstood.

Notices are missed.

Entitlement is lost quietly.

Most problems under JCT do not arise from the wording of the contract, but from how it is applied, administered and evidenced.

This programme builds clarity, confidence and procedural discipline in administering JCT contracts properly.

Session 1

Structure, Administration and Roles

Content

- JCT contract structure and document hierarchy
- Roles, duties, and authority under the JCT suite
- Responsibilities of the Contract Administrator
- Administrative procedures and decision-making

Outcome

Delegates understand how JCT contracts are administered and where authority and risk sit.

Session 2

Variations, Relevant Events and Relevant Matters

Content

- Instructions and valuation of variations
- Distinction between Relevant Events and Relevant Matters
- Entitlement to time and loss and expense
- Common mistakes in change assessment

Outcome

Delegates are able to assess entitlement arising from change correctly under JCT.

Session 3

Extension of Time, Delay and Programme Management

Content

- Delay mechanisms and notice requirements
- Assessment of extensions of time
- Use of programmes in delay evaluation
- Identifying critical delay

Outcome

Delegates understand how time risk is assessed and managed under JCT.

Session 4

Payment Mechanisms, Valuation and Final Account

Content

- Interim payments and valuation rules
- Payment notices and pay less notices
- Managing payment cycles and compliance
- Final account procedures and certification

Outcome

Delegates can manage payment entitlement and achieve final account closure under JCT.

Session 5

Claims, Disputes, and Contract Close Out

Content

- Claims preparation and substantiation
- Dispute resolution routes under JCT
- Practical completion and defects procedures
- Contract close out requirements

Outcome

Delegates understand how to resolve disputes and achieve compliant contract closure.

FIDIC CONTRACTS COACHING

Why This Matters

FIDIC contracts are clear in structure but demanding in administration.

Risk is deliberately allocated.

Entitlement is procedural.

Late or incorrect action quickly erodes rights.

Most problems under FIDIC arise not from misunderstanding the clauses, but from failing to follow the required process at the right time.

This programme builds clarity, confidence and discipline in administering FIDIC contracts properly.

Session 1

Philosophy and Contract Framework

Content

- FIDIC contract philosophy and risk allocation
- Roles of the Employer, Engineer and Contractor
- Contract structure and governing principles
- Authority, independence and decision making

Outcome

Delegates understand how FIDIC allocates risk and authority across the contract framework.

Session 2

Variations and Adjustments to Contract Price

Content

- Engineer's powers to instruct variations
- Valuation rules and price adjustment mechanisms
- Assessing cost entitlement arising from change
- Common variation pitfalls under FIDIC

Outcome

Delegates are able to manage and value variations in accordance with FIDIC procedures.

Session 3

Time for Completion, Delay and Extension of Time

Content

- Time for Completion obligations
- Delay events and notice requirements
- Assessment of extensions of time
- Establishing cause and effect

Outcome

Delegates understand how time entitlement is assessed and managed under FIDIC.

Session 4

Payment, Interim Certificates and Engineer's Determinations

Content

- Interim payment applications and certification
- Engineer's determinations and impartial role
- Adjustments to payments and final statements
- Managing payment disputes

Outcome

Delegates navigate payment processes and Engineer determinations with confidence.

Session 5

Claims, Disputes, and the DAAB Process

Content

- Claims procedure and substantiation requirements
- Role, operation, and value of the DAAB
- Dispute escalation routes under FIDIC
- Best practice to avoid escalation

Outcome

Delegates understand how claims and disputes are resolved under FIDIC and how to engage the DAAB effectively.

COMMERCIAL MANAGEMENT COACHING

Why This Matters

Projects rarely fail because of lack of technical ability.

They fail because cost is misunderstood, risk is identified too late, and decisions are made without commercial clarity.

Commercial management is not about spreadsheets.

It is about judgement, timing and confidence.

This programme strengthens commercial instincts, financial discipline and decision-making on live projects.

Session 1

Commercial Foundations and Cost Planning

Content

- What commercial awareness means in construction
- Cost planning principles and benchmarking
- CAPEX versus OPEX decision-making
- Identifying cost risk early

Outcome

Delegates develop stronger commercial instincts and understand how cost decisions affect project viability and budget performance.

Session 2

Budget Management and Earned Value

Content

- Building and tracking project budgets
- Forecasting cost performance
- Earned Value principles in practice
- Managing cost deviations early

Outcome

Participants monitor cost effectively, manage deviations early and use EVM to support reliable project reporting.

Session 3

Cost Reporting and Data-Driven Decisions

Content

- Monthly cost reporting and forecasting
- Interpreting cost data
- KPI development and analysis
- Creating meaningful commercial dashboards

Outcome

Delegates produce concise, accurate and meaningful commercial reports that decision-makers can rely on.

Session 4

Risk, Value Engineering and Contingency

Content

- Risk identification and quantification
- Value engineering processes
- Managing contingency and allowances
- Assessing cost impacts of design changes

Outcome

Participants balance cost, risk and value, enabling commercially sound recommendations and stronger project outcomes.

Session 5

Cost Control in Claims, Variations and Final Accounts

Content

- How cost strategy influences claims
- Preparing robust cost substantiation
- Valuation of variations and final accounts
- Negotiation techniques and role-play

Outcome

Delegates gain confidence managing variations, substantiating claims and negotiating final accounts with clarity and evidence..

GRADUATE DEVELOPMENT COACHING

(Early Career Professionals)

Why This Matters

Graduates often leave university with knowledge, but little confidence in how projects actually operate. The gap between education and live projects is where many struggle.

Most early career professionals do not fail due to lack of ability. They struggle because expectations are unclear, feedback is limited and professional habits are not formed early.

This programme accelerates confidence, competence and professional behaviour from day one.

Session 1

Professional Mindset and the First 90 Days

Content

- Mindset of high-performing construction professionals
- Professional behaviour as a graduate QS or PM
- How to approach the first 90 days
- Professional communication and conduct

Outcome

Graduates develop confidence, discipline and a professional foundation that distinguishes them from peers.

Session 2

Understanding How Projects Really Work

Content

- How projects move from concept to handover
- How commercial, planning, design and site teams interact
- Where graduates genuinely add value
- Asking the right questions at the right time

Outcome

Graduates gain a clear understanding of how projects operate across teams and disciplines.

Session 3

Core Skills for Construction Professionals

Content

- Contractual awareness at a practical level
- Programme basics and sequencing
- Commercial measurement and records
- Preparing clear and useful site reports

Outcome

Graduates develop fundamental skills quickly and apply them reliably on live projects.

Session 4

Problem Solving, Analysis and Leadership Behaviours

Content

- Structured approaches to problem solving
- Identifying opportunities within challenges
- Leading without formal authority
- Building credibility with senior colleagues

Outcome

Participants gain confidence as emerging problem solvers and trusted team members.

Session 5

Career Acceleration and Long-Term Growth

Content

- Building a credible professional reputation
- Preparing for APC and professional pathways
- Documenting achievements effectively
- Creating a five-year development plan

Outcome

Graduates leave with a clear career plan, strong professional direction, and the tools to stand out within their organisations.

QTC ACADEMY

Coaching That Changes How Professionals Perform

This Is Not About Learning More It Is About Performing Better

You already have experience.
You already understand the industry.
What often gets lost is clarity, consistency and confidence under pressure.

QTC Academy coaching exists to:

Reconnect professionals with the fundamentals
Sharpen judgement and decision-making
Improve day-to-day execution on live projects
Reduce avoidable risk, disputes and inefficiency

This is not classroom learning.
This is professional coaching for real work.

Our Coaching Philosophy

**“Knowledge is not a possession.
It is a responsibility, fulfilled only by sharing.”**

We coach professionals to:

Think clearly
Act deliberately
Apply fundamentals consistently
Take ownership of outcomes

**That is how projects improve.
That is how careers grow.**

Who We Work With

QTC Academy works with:

- Clients and developers
- Consultants and project managers
- Commercial and contract teams
- Contractors and subcontractors
- Graduates and early-career professionals

Across the United Kingdom and the Kingdom of Saudi Arabia.

Take the Next Step

Whether you are looking to:

- Strengthen professional capability
- Reduce recurring project issues
- Develop future leaders
- Accelerate graduate readiness
- Improve contractual and commercial discipline

QTC Academy coaching is designed to support you



Contact QTC Academy

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Coach your people | Strengthen your projects |
Protect your outcomes