

Considerate Constructors Scheme

Monitor's Site Report



Project name	Merchant Taylors' mix Infants and Girls Junior School Redevelopment Phase 2				
Contractor name	Eric Wright Construction Ltd				
Onsite contact(s)	Kevin Burgoyne				
Site ID number	79995	Visit no.	1	Visit date	16/07/2014

Site description, context and location

New 2 / 3 storey traditional steel frame classroom(s) building. The scope also includes demolition of existing building(s) and refurbishment of some existing facilities. The site is working alongside the 'live school' hence safe systems of work need to take account of potential interface issues. There is a single access point onto site off the busy Liverpool Road.

Checklist section	Category score		Score descriptor
1. Care about Appearance	8	/10	1 Gross Failure 2 Failure 3 Major non compliance 4 Minor non compliance 5 Compliance 6 Good 7 Very Good 8 Excellent 9 Exceptional 10 Innovative
2. Respect the Community	9	/10	
3. Protect the Environment	9	/10	
4. Secure everyone's Safety	8	/10	
5. Value their Workforce	8	/10	
Total score	42	/50	

For more information on score descriptors, see 'Site Scoring Explained' or visit www.ccscheme.org.uk

Executive summary

The site visit was accompanied by Kevin Burgoyne Site Manager and Phil Richardson Q&E Manager for Eric Wright Construction Limited. The site registration relates to Phase 2 of the project and completion is due December 2014. Processes and procedures are well established following the successful completion of phase 1.

First impressions in terms of appearance are excellent, the site set up is well organised and projects a positive impression of the industry.

There are many good examples that the site is working to industry best practice.

Stakeholder & community engagement appears to be very well managed and it is clear that the site team has brought experience /lessons learned from previous projects. Project values and standards have been set high.

Attention to detail is first class and the project overview given by Kevin was informative and pitched at the right level.

The main site entrance has a gateman to direct visitors to the offices and accept delivery vehicles. A genuine effort has been made to enhance the appearance of the site frontage. Perhaps more could be done to ensure that every opportunity to promote the project, the contractor, the industry and the relationship with the school is not overlooked.

The CC Scheme is well covered in the site literature and the induction format. The scheme banner and posters are placed in prominent locations and afforded protection.

Based on the findings of the visit, the project appears to have been incorporated into the site culture.

Environmentally some excellent practises are evident.

Kevin and Phil are fully aware of the expectations of CCS registration and were keen to demonstrate how the requirements of the CCS Code of Practice are being met. The report discusses many examples. Reference could have been made to the scheme's 'focus on' initiatives re topical issue(s) currently being promoted on the scheme website. This would benefit future visits to the site and other company registered sites.

Overall an excellent visit, very informative and made to feel very welcome on the day by Kevin and Phil

Innovative activities

1. Appearance	
2. Community	
3. Environment	
4. Safety	
5. Workforce	

While an innovative activity is required to achieve a score of 10 in any section, such activities will be recorded regardless of score. When recorded on a visit where a score of 10 has not been achieved, the activity may count towards achieving a 10 score on subsequent visits. An innovative activity will only count once towards a 10 score unless it is further developed and improved. See 'Site Scoring Explained' for further details.

Monitor name	David Gore BEng (Hons) CEng MICE
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Monitor's Site Report - Detailed summary of findings



Project name	Merchant Taylors' mix Infants and Girls Junior School Redevelopment Phase 2		
Site ID number	79995	Visit no.	1
		Visit date	16/07/2014

1. Care about Appearance	8	/10
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First impressions are excellent and the site projects a positive image of the industry. The site is well planned out and its very much 'business as usual' as far as the school is concerned. The main site entrance is well presented. The site logistics plan has been well thought out to minimise the impact on the nearby town centre, the school itself & a school opposite the main site entrance. The site is enclosed by high quality solid metal hoarding panels, visually appropriate and properly erected. The facilities are maintained by a local contract cleaner and first impressions are very good. Regular site perimeter inspections, including litter picking are carried out. The physical impact outside the site boundary is well managed and kept to a minimum. Footpaths around the site are kept open and free from obstructions. Parking for site operatives is mainly off street using public car parks. Smoking is restricted to the out of view, sheltered area in the site compound to avoid any negative image issues i.e. not to congregate at the site entrance. There have been no vandalism/graffiti issues to date. Expected standards of appearance and behaviour are covered in the site induction and toolbox talks when applicable. There are adequate signs with contact numbers to aide entry onto the site, not cluttered. A road sweeper is deployed on a weekly basis. Daily clean ups and damping down to suppress dust are encouraged. **Consideration could be given** to displaying a shop front image at the site entrance to further promote the site, the company and the partnership with the school.

2. Respect the Community	9	/10
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Those most affected by the works have been identified under the site communication plan and are kept informed via regular newsletters. Key stakeholders/end users are fully engaged. Contact details are included in the newsletters and the CCS is mentioned. The project **is not listed** on the company website. The tendency is that the project will be uploaded as a case study on completion. Site personnel display ID badges and CRB clearance is managed. Route delivery details / schedules are forwarded to the supply chain to minimise disruption and deliveries are restricted to avoid school drop off / collection times. Contact information for the general public is displayed around the site boundary using the scheme posters. Visitors of all abilities can be accommodated with advanced notice. On a corporate responsibility level site specific issues have been assessed & are being well managed under a site specific action plan. There are targets set for % local spend & employment within the local economy. The site is working collaboratively with the school to manage day to day issues. There is currently no link with any academic bodies i.e. building colleges, however, the senior division of the school is involved with the project. A local charity is benefitting from goodwill gestures made by the site. The CSR action plan for the site is linked to the company's policies. Activities have taken place to involve the pupils, including poster competition. The project has been covered in the local media and a celebrity beam signing event has taken place. The site is using local labour & suppliers with obvious advantages. Local shops are well supported. There are numerous examples that the site is making goodwill gestures outside the project. Help has been given to a local organisation to create a flower bed re WW1 centenary year. There have been no complaints to date. Compliments have been received and will be recorded on the scheme template. The company supports a number of charities. Legacy opportunities are being explored.

3. Protect the Environment	9	/10
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The project is not designed to any BREEAM rating. Company environmental policy is displayed & SWMP / environmental management plan in place. Environmental performance targets are set for the site and actual performance figures displayed which was good to note. Environmental performance / WRAP forecasting tool managed by company's bespoke version of SMARTWaste. Site specific issues have mostly concerned dealing with & managing pre-commencement asbestos surveys. Environmental risk & opportunities log established & incident response procedures are in place. No fuel is stored on site. The site works closely with the school re noise, dust, vibration monitoring. Little waste generated by the site. Currently 100 % by weight diverted from landfill is being reported by the site. Carbon monitoring to Defra guidelines forms part of the monthly reporting to ISO 14001 standards. Mains services usage is metered. Rainwater has been captured for re-use. The site cabins are modern Eco type. Energy saving measures established. Reference to environmental issues made at the site induction. Environmentally some good practises are evident and clearly, well planned. Car sharing and public transport encouraged throughout the supply chain. Welfare waste is segregated. Crusher was brought to site to recycle site won demolition arising's.

4. Secure everyone's Safety	8	/10
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Construction phase health & safety plan is being maintained. The recognised 'hot spot' is the main site entrance junction. Site hazard awareness board is in place. There is a signing in procedure and the main entrance is manned. Part CCTV coverage using the existing infrastructure is in operation. Accidents/near misses/types/causes are all recorded. One minor incident recorded to date. Site safety inspections/ audits and toolbox talks are carried out regularly. Emergency evacuation /fire strategy & evacuation procedures are in place, coordinated with the school. Permit & RAMS systems are in force. Copy of the F10 form is displayed. The site boundary has plentiful hazard signs to inform the public. Workforce is encouraged to provide feedback on any areas of concern and site encourages near miss reporting. One HSE visit has taken place. **Not all visitors** asked to show CSCS cards as a matter of routine. Company OH SAS 18001 underpin safety systems. Overall cleanliness of the site reflects the approach to safety. Sub-contractor H & S monitoring / appraisal forms are completed by Kevin. Good segregation between site operatives and delivery vehicles using pedestrian barriers. Banks man supervision of all vehicles, which are also checked for worthiness. You said / we did initiative in place. Reference **could have been made** to the scheme's 'focus on' initiatives and/or topical issue(s) promoted on the scheme website. This would benefit future visits to the site and other company registered sites.

5. Value their Workforce	8	/10
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Equal ops / diversity policy in place and open door policy encouraged. **Perhaps some reference could have** been made to the CITB 'Be Fair' framework to demonstrate a commitment to address unfair practises and inequalities. Excellent welfare facilities are provided for everyone on site including shower. The facilities are located as close as practicably possible to the work areas. First aiders are visually identified & medical conditions requested and readily available. First aid kits in place. The site **does not have** a defibrillator. A & E displayed with route directions. Operative's appearance gives a good first impression. Clean visitor PPE is available. No offensive material is on view. Site behaviour is covered in the induction. Appropriate site-specific site inductions are carried out which covers expected levels of protocol. Company training matrix is in place. Occupational health support is available to staff. **Not clear if the site** is looking to arrange health visits to cater for everyone on site. The site / company do operate a 100% CSCS card policy. Company Quality Management System is to ISO 9001 accreditation level. **No apprentices** on site at the time of the visit. Going forward a possible link through the National Skills Academy scheme could be sought for future placements. Facilities on site include monthly health and well-being topics with plenty of material on display & battery charge points. **Other additional features could be** considered for everyone on site i.e. healthy walking route, cycle scheme. Random drugs and alcohol testing is practised. Company Quality Management System is to ISO 9001 accreditation level. 'You said we did' initiative has been established.

Overall score	42	/50
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*The contents of this report are a reflection of the meeting held between the Scheme's Monitor and the site representative, and the activities and initiatives witnessed at the time of the visit. When appropriate **bold italic** statements will indicate where improvements can be made.*

Considerate Constructors Scheme

Site scoring explained



Each section of the Checklist is scored out of 10 points, with a score of 5 indicating compliance.

Questions highlighted in bold on the Checklist must be satisfactorily addressed in order for the site to achieve compliance and this indicates that a site has reached a standard beyond statutory requirements. Sites are not only assessed for compliance, but also to identify measures taken which are above and beyond these requirements, and addressing the non-bolded questions on the Checklist may result in a higher score.

The score awarded reflects the Monitor's opinion on how the site is performing based on what they see at the time of the visit and their discussion with the Site Manager.

In any one section, a project's performance is assessed using the following performance descriptors.

Descriptor	Explanation of score descriptor	Score
Gross failure	A letter highlighting the gross failure(s) will be sent with a request for a meeting at the company's office to discuss the issue(s) detailed in the Monitor's report. A further site visit will be required so that the Monitor can establish that compliance has been achieved. Failure to address the issue(s) may result in the site's removal from the Scheme.	1
Failure	A letter highlighting the failure(s) will be sent with a request for the site to address the issue(s) detailed in the Monitor's report. A further visit will then be required so that the Monitor can establish that compliance has been achieved. Failure to address the issue(s) may result in the site's removal from the Scheme.	2
Major non compliance	A letter highlighting the major non-compliance(s) will be sent with a request for the site to address the issue(s) detailed in the Monitor's report. A Monitor revisit will be arranged or evidence will be required to establish that the non-compliant issue(s) has been addressed.	3
Minor non compliance	A letter highlighting the minor non-compliance(s) will be sent with a request for the site to address the issue(s) detailed in the Monitor's report.	4
Compliance	The site has satisfactorily addressed all bold items on the Monitors' Checklist which demonstrates that they are adhering to the minimum requirements of the Scheme's Code.	5
Good	The site has satisfactorily addressed all bold items on the Monitors' Checklist and has also undertaken additional measures to address some of the non-bolded questions demonstrating that they are performing to a good standard beyond the minimum requirements of the Scheme's Code.	6
Very good	The site is performing well above the minimum requirements of the Scheme's Code, and has undertaken a number of additional measures to address most of the non-bolded questions on the Checklist demonstrating that they are performing to a very good standard with a thorough commitment to the Scheme's Code.	7
Excellent	The site has undertaken a significant number of additional measures to address all applicable non-bolded questions on the Checklist demonstrating that they are performing to an excellent standard and showing a real commitment to improving the image of construction.	8
Exceptional	The site is at the forefront of industry best practice demonstrating the very highest level of achievement far above the minimum standards required by the Scheme's Code and has addressed all questions on the Checklist to the highest standards.	9
Innovative	The site, beyond being exceptional, has introduced innovative practices or thinking that goes far beyond the expectations of the Scheme and, as such, is considered to be advancing the standards by which the image of the industry is judged.	10

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