

Considerate Constructors Scheme

Monitor's Site Report



Project name	Khalsa Science Academy				
Contractor name	Eric Wright Construction Ltd				
Onsite contact(s)	Neil Sumerton				
Site ID number	96064	Visit no.	2	Visit date	06/10/2016

Site description, context and location

Demolition of part of the existing School and construction of a steel framed, science based Primary School in a residential suburb of Leeds. Access to site is off a busy dual carriageway and through the existing site's entrance; there is a multi-storey block of flats adjacent to site with many houses surrounding.

Checklist section	1 st visit	2 nd visit	Score descriptor	
1. Care about Appearance	8	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	8	8	/10	
3. Protect the Environment	8	8	/10	
4. Secure everyone's Safety	8	8	/10	
5. Value their Workforce	8	8	/10	
Total score	40	40	/50	

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

Executive summary

The site is progressing well towards completion under a new management team. Various goodwill gestures continue and School have now brought the first 50 pupils on to site into temporary classrooms. Painting of the hoarding, tarmacking the playground and clearing paths for the early pupils have all been undertaken. Site still undertake money raising events for various causes. A defibrillator is available nearby with first aiders trained in their use. Newsletters are still produced and forwarded into the Community. An alternative to carbon offsetting is still being considered however the site remains compliant with the Code of Practice of the Scheme to an excellent standard.

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Monitor's Site Report - Detailed summary of findings



Project name	Khalsa Science Academy		
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1. Care about Appearance

<i>First visit findings and score</i>	8	/10
Entry to the site is through one of two entrances with a map forwarded to suppliers and visitors. Cars and vans use the site car park; deliveries use an entrance where a double set of double gates form an 'airlock type' holding area. A protected walkway leads to the compound containing offices and welfare facilities within stacked ECO type units finished in Company livery. A gate house controls entry. Visually appropriate and well-constructed Heras fencing is used around the perimeter and on site, a few metres inside of the existing paling boundary fencing; branded debris netting is extensively used on the latter. Vehicular and pedestrian metal access gates are incorporated. Flags and a large Community Board are on the perimeter. The compound and car park sit on existing concrete with a five man boot washing station, connected to the drainage system, in place which add to the overall cleanliness of site. Signage within the compound and around the site perimeter is excellent. The site is clean, tidy and very well organised and gives a positive image of the industry. Operatives' appearance is also excellent with a cover-up policy enforced; they are required to use the boot wash and take off PPE before going off site. All site and compound areas are litter picked, cleaned by operatives against a tick list and inspected daily; water suppression is used generally and on all disc cutting tools. All welfare facilities entrances are out of public view. Skips are used in a designated area. No graffiti or vandalism issues. Plant is clean, modern. Induction deals with required cleanliness and housekeeping. An out of sight smoking shelter is used with signage and butt bucket in place; a separate vaping area is also available. Company values handed down by Directors, passed on in the induction/TBT; could be better promoted to the public. Branding is used.		
<i>Second visit update and score</i>	8	/10
Site works have progressed well from the compound, which remains in the same position, with temporary Portakabin type units in place to house about 50 pupils. The site and public footpaths surrounding site and the compound were clean and free from litter as were the separate out of sight smoking and vaping shelters; a full clean has been undertaken of the playground with additional tarmac laid and the access path cleared of weeds. The hoarding to the compound has now been rubbed down and painted for the School to use. There have been no graffiti or vandalism issues. The other excellent measures and procedures noted above also continue in place although Company values could still be better communicated to the Public.		

2. Respect the Community

<i>First visit findings and score</i>	8	/10
An introductory letter was forwarded to all neighbours with all relevant phone numbers given along with details of the complaints procedure. Notification letters are also sent as required, newsletters and short term programmes are forwarded monthly. The nearby apartment block was visited. Contact details are publically displayed with the Company's Office and a 24/7 phone number given. Newsletters are also displayed on the Community Board. A questionnaire system is in place. A compliant complaints log is displayed; Andrew has the authority to resolve complaints. Operatives park on the site car park. Goodwill gestures include donating timber to neighbours and stoning up and undertaking other work to the local Scouts hut; a controlled crossing across both lanes of the dual carriageway will also be provided. Plant is clean and modern. Deliveries are time restricted with a map sent; they drive through the nominated gate into a holding area and, when formalities are complete, proceed through a second set of gates to the offloading area; turning areas are available. An open day has been held for the local School and Community with stalls in place, child size hi-vizes and helmets provided. Site has also gone into the local School to give a safety talk with a drawing competition held with vouchers given. A CSR policy/plan is in place; apprentice/placement policy is in place with one apprentice on site and ethnic placements arranged from a Leeds College. The local economy, labour, sub-contractors, suppliers, shops are supported. Framed Scheme posters are well displayed with the correct info in place, a banner is also well displayed. Site induction includes details of the Scheme which has been promoted to neighbours but the benefits of registration could be better promoted. Radios banned, mobiles managed. Company charities are supported.		
<i>Second visit update and score</i>	8	/10
Goodwill gestures continue with part of the hoarding painted for School to paint on, a letterbox has been provided as well and furniture etc was brought to site from the Sikh Temple which site installed. Newsletters are still prepared which site send to the Sikh Community. Sites raise money for local and Company supported charities as appropriate. With the change of Site Manager the Scheme posters have been neatly altered with the correct information in place. The other excellent measures and procedures noted above also continue in place although better promotion of the benefits of registration with the Scheme could be considered.		

3. Protect the Environment

<i>First visit findings and score</i>	8	/10
The Company environ policy is displayed and plan is on site; surveys found no issues. No TPOs in place but trees are being protected with barriers and signage. Company has ISO 14001. SWMP is in place with mixed skips segregated on site and mixed skips by suppliers; monthly recycling figures displayed. Metered mains water/electricity used with ECO type cabins having full range of energy/water saving measures in place. Environ site specific induction given and targets are set/monitored for environmental improvement. A sustainability board informs of environ matters. Rainwater harvested; water could be recycled. Demolished hard materials have been crushed and re-used as 6F2. Topsoil and excavation spoil stock piled on site. A double banded diesel tank is in place on drip tray; spill kits available, procedures are in place. Hazardous materials kept locked away. The site's carbon footprint is calculated monthly/displayed to operatives but the Company have reviewed the requirement for carbon offsetting and will come up with an alternative method. Steel prefabricated offsite. Noise monitoring and liaison kept with flats; power floating stopped at 9pm. Car sharing/cycling is encouraged. Goodwill gestures include reinstating damaged kerbs and verges.		
<i>Second visit update and score</i>	8	/10
The excellent environmental awareness continues with recycling figures obtained and displayed and the site's carbon footprint still calculated and displayed on site; an alternative to carbon offsetting is still being worked upon. The playground has been surfaced and cleaned along with the access path which has also been cleared of weeds etc. The other excellent measures and procedures noted above also continue in place.		

4. Secure everyone's Safety

First visit findings and score	8	/10
<p>The Construction Phase Health & Safety plan is updated daily by site with regular internal/external audits carried out; RAMs are reviewed initially, upon changes and weekly by sub-contractors. Full 6 point PPE is available for operatives/visitors, who also sign in/out. A well signed, protected access to the Office is provided. A gate house/camera is provided. Monitored CCTV in place with movement sensors which assists child safety along with secure site enclosures, guard, double boundary fencing with drop down Heras skirtings and a safety talk to Pupils. Visitors inducted or escorted/CSCS cards recorded. Site TMP is displayed. Safety is checked regularly by Company HSO; SM holds regular meetings with the workforce and Company safety campaigns are in use. An emergency evacuation plan is in place/ displayed/ included in the induction with regular drills held. First aid equipment provided; First Aiders identifiable, call button of Fire Points. A defibrillator is available nearby; First aiders trained. Order forms 'recommend' FORS/CLOCS accreditation; consideration could be given to making it a requirement along with Company operatives. Hazard boards used. Nearest A&E dept. map displayed. Accident book/near miss procedures used with investigations by HSO. A safety incentive scheme is on site with breakfasts for good suggestion. A site based drugs/alcohol policy is in place with random testing given.</p>		
Second visit update and score	8	/10
<p>There is a defibrillator available nearby but a defibrillator on site would be preferred which could be shared with the Community. First Aiders and management are trained in defibrillator use. RAMS are still reviewed on receipt, whenever there is a change and weekly. FORS/CLOCS accreditation is now required and all wagons which come on to site have to be compliant with the latest regulations regarding side barriers, warning devices etc. Banksman check adherence to speed limits. Five apprentices are now on site. The other excellent measures and procedures noted above also continue in place.</p>		

5. Value their Workforce

First visit findings and score	8	/10
<p>Company has all required Statutory policies and caters for the disabled. Company operatives are fully trained with a matrix in place including environ training. Apprentices are properly supervised. Literacy/numeracy is checked by induction, help given. Occ. Health advice is in place with annual screening given by a retained GP. Next of kin numbers, medical conditions and treatment are requested from operatives at induction, kept securely on site. ICE helmet stickers could be used. A skin care system is in place, included in the induction with creams and sun block provided. Welfare facilities are provided in the compound and includes male and female toilets, a well equipped canteen and changing/drying room with lockers and shower provided, cleaned by an operative against a tick list. Competency of operatives and legality to work is gauged visually and by possession of CSCS/skills cards checked on the CITB website. Ramps, changing rooms, cultural/religious needs addressed as required. A healthy lifestyle is encouraged by posters, t/b talks and advice. Health posters are in place. Company has apprenticeship, work experience and placement policies. An open door policy is operated. WiFi is available for operatives; operatives hours are checked, new PPE preferred to washing, counselling services are available. A 'You Said We Did' board is in place. Scheme Hub is supported by site and Company.</p>		
Second visit update and score	8	/10
<p>Illegal workers are avoided by online checking of CSCS cards. WiFi is not available for operatives. New PPE is handed out when required in preference to washing. Counselling services are available within the Company and site uses the Schemes best practice hub. All welfare facilities are clean, hygienic and well stocked up. The remaining excellent measures and procedures noted above also continue in place.</p>		

1st Visit score	40	/50
2nd Visit score	40	/50

*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.*