

# Monitor's Site Report

February 2011

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ID:	55977	Visit no. for this registration	1
Project name	Marsh Road		
Contractor	B W May & Son Ltd		On site contact name
			Mr Michael Roberts
Site description and location	Construction of 3 pairs of semi-detached dwellings, timber framed, on the edge of a small village. Narrow road to the front, houses opposite and at one end of the site. Fields to rear.		
Observations	Comments		
1. Considerate	Neighbours informed by initial letters a programme and early questionnaire; there was also a 'drop-in' information evening. Pedestrian routes, roads and signage not obstructed. Parking and unloading are accommodated on site. Access route notified to all suppliers, all drivers given a 'slow down' notice before departing from site. Traffic Management Plan in operation, access clearly signed. Screened smoking shelter provided, but the degree of enclosure <b>should be reviewed</b> . Site Office accessible for most with mobility issues and an advisory sign gives a mobile number for assistance		
4.5			
2. Environment	Environmental policy prepared and policy statement on display; survey undertaken and a watching brief maintained by visiting EO. Energy & water saving measures include low energy lamps and a 'turn-off' policy, urinals turned off at weekends. Waste management plan in operation, managed using SMARTWASTE; domestic waste returned to the yard for recycling; targets are <b>yet to be developed</b> . Relevant environmental issues covered at induction. Steps to reduce pollution include avoiding noise before 8.00, low noise equipment, dust suppression at source and damping down as required. Local labour & suppliers preferred when possible, own direct labour uses crew bus; use of a distant heat-recovery specialist avoided by training one of own staff. Diesel in double bunded tank, spill kit suitably located, secure COSHH area. Alternative energy sources considered but not viable. Site carbon footprint monitored. Embodied site energy considered.		
4.5			
3. Appearance	Site has a generally clean & well maintained appearance, access clean & mud free, checked daily sweeper on-call. Heras fencing appropriate; visible work area in good order. Area around site regularly cleaned, Welfare facilities <b>adequately clean</b> , hygienic & well maintained. Skip tidy, not over-filled, netted if windy. Dust prevention measures include damping down and suppression at source. Plant and materials are suitably stored / arranged. Operatives encouraged not to leave site litter and to keep facilities clean by effective management & toolbox talks. Vehicle, plant and parking appearance are monitored. Michael is well aware of the importance of appearance issues, their impact on neighbours and company and client reputations.		
4.5			
4. A Good Neighbour	Inconvenience & nuisance to neighbours reduced by avoiding work before 8.00 and no deliveries after 4.30. High level of communication re progress and activities, and early use of questionnaires are also helpful. Published contact number is for Michael's mobile; 24/7 contact arrangements are also in place. There is an effectively managed complaints etc. procedure using an amended version of CCS sheet. Michael oversees resolution of any complaints and operatives informed of compliments. Privacy issues enhanced by retaining a hedge till near the end of the project. Site has involved the community via the Parish Council, <b>there may be opportunities</b> to be further involved. No lighting issues.		
4.5			
5. Respectful	Appropriate facilities suitably located for operatives though the <b>capacity and suitability of the combined mess room / changing/drying room may need review</b> . Operatives' appearance appropriate, there is a 'cover up' policy monitored by Michael. Induction includes all aspects of behaviour and off-site appearance issues. Operatives discouraged from taking breaks in public view. Use of radios is effectively managed, use of phones is discouraged other than in safe areas. Work-wear is branded. Excess sun exposure avoided by toolbox talks and cover-up policy. Appropriate toilet facilities and clean PPE available for all visitors. Secure storage, <b>but not lockers</b> , is provided; a shower <b>is not available</b> .		
4			
6. Safety	The health & safety plan is amended as work progresses, audited by H & SO + Construction Manager; there is an obvious protected route to site office. Pedestrians at site boundary protected by fencing. Plant / vehicle movement outside site is managed by using a banksman. Accidents and near-misses recorded and monitored by visiting H&SO and Head Office. Regularly up-dated safety & risk information provided at weekly planning meetings and toolbox talks. Company is raising standards by working towards CHAS registration + a variety of leaflets, posters & safety training. Emergency evacuation plan prepared, latest drill was last week. English language skills assessed at induction.		
4.5			
7. Responsible	Nearest A & E hospital and route, identified at induction, details are displayed, copies available. There are 2 First Aiders, identified at induction + updated sign, additional sub-contract first aiders are recorded, first aid materials available. Inductions are site specific. Operative's skills, CSCS details and medical conditions. Emergency contact details for sub-contract <b>staff not recorded</b> , Michael / Andrew <b>will arrange for this to be reviewed</b> . Site visitors inducted and required to sign in, CSCS details recorded. Drivers required to sign in and CSCS details recorded if operating on site. Near-by schools contacted, IVOR visit arranged to be followed by poster competition and a later site visit. Apprenticeships / work experience/ placements available. Company has an EO Policy, it relies on Michael being aware of related issues, <b>consideration will be given to availability of supporting advice / information</b> . Company supports its employees to address any literacy / numeracy needs. The availability of Occupational Health advice <b>is currently being reviewed</b> ; drugs / alcohol policy enforced. On-line site information available.		
4			
8. Accountable	Michael believes he is fully aware of Scheme expectations, relevant CCS information correctly displayed. Personnel made aware of scheme & requirements at inductions and are encouraged to meet CCS standards. Training needs assessed via appraisals and standards are set for sub-contractors. Separate company contact information clearly displayed. CCS related activities recorded in a dedicated file. Site CCS performance is clearly supported by senior management and this is also being actively supported by the client – joint efforts in terms of communication are evident to neighbours.		
4.5			
Total (out of 40):	Summary and conclusions		
35			
The site is achieving a high level of compliance – my thanks to Michael and Andrew for their preparations prior to my visit. The company appears to be making very good progress in improving the performance of successive site registrations. The highlighted points were discussed on site and Michael & Andrew hope to give them consideration prior to my next visit.			
Any photos taken	No		Date of visit
			28 November 2011
Monitor's name	John Burton BA CEng MCIBSE MBIFM		SIGNED:
			<i>John Burton</i>
Score per section	Score references	Score per section	Score references
1	Major non-compliance	4	High level beyond compliance
2	Minor non-compliance	5	Exceptional measures taken
3	Compliance		