

CAMBRIDGE
CITY COUNCIL

CONSIDERATE CONTRACTOR
SCHEME

CONSIDERATE CONTRACTOR

A SCHEME TO RAISE STANDARDS

The City of Cambridge is a lively, thriving community where building and highways activities, routine maintenance visits and landscaping work are an everyday occurrence. It is estimated that, in a typical month, approximately 350 construction projects are under way in Cambridge ranging from University college facilities, commercial and industrial projects and refurbishment or conversion of domestic properties.

Development is an integral part of city life but these activities can sometimes cause inconvenience, disturbance and disruption to local residents, businesses and passers-by. Inconsiderate contractors may obstruct the highway with vehicles or materials, cause excessive noise, leave scaffolding in an unsafe condition or leave an area in a messy state.

To combat these problems, the City Council runs a '**Considerate Contractor Scheme**' designed to promote greater awareness, higher standards of care and encourage contractors to take a pride in their public image. This will help to ensure that construction and routine maintenance activities progress without making life unpleasant for people who live and work nearby.

SUPPORT

Cambridge City Council '**Considerate Contractor Scheme**' has attracted interest and support from a wide range of people who appreciate the benefits of placing contracts with contractor members who comply with the requirements of this scheme.

SUCCESS FOR THIS SCHEME

Awareness and co-operation are the keystones of success for this scheme.

Cambridge City Council '**Considerate Contractor Scheme**' members are asked to give a commitment which is over and above the legal minimum requirements. Contractors who join this scheme commit themselves to the Code of Good Practice shown in this leaflet. Most contractors and their clients recognise that these points of good practice improve reputations and create substantial benefits for their businesses as well as making life less stressful for people affected by their activities.

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INSPECTIONS

Regular inspections are made to all sites participating in the scheme and sites are monitored for compliance with the Code of Good Practice.

The public are actively encouraged to advise the Project Officer about projects and actions which deserve praise and also about sites that are not conforming to the Code of Good Practice.

The Project Officer keeps records of their site visits and details of all of these are made available to the panel of judges who assess the sites for the annual awards. Any comment made from members of the general public is also presented to the judges.

SIGNS

Members of the scheme should display Cambridge City Council Considerate Contractor signs at their work locations. They are also required to display contact boards in prominent locations so that it is obvious who is to be contacted if anyone wishes to raise an issue directly with the contractor.

Membership signs and an information pack for contractors to send to clients are available from the Project Officer.

ANNUAL AWARDS

The annual Cambridge City Council Considerate Contractor Awards Presentation attracts useful publicity and prestige for member contractors. Certificates of excellence and commendation are awarded for projects and activities that achieve consistently high standards throughout the year. Contractor performance will also be assessed for the prestigious 'special category' award for contractors who have managed to achieve the Code of Good Practice in difficult or unusual circumstances, or to an exceptionally high standard.

In addition to the main award kindly donated by Ridgeons, The Chamber of Commerce & Industry also support the scheme and have donated an award which is aimed specifically at small to medium sized contractors who participate in the scheme.

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MEMBERSHIP

All contractors and organisations that work in the City are welcome to join the Cambridge City Council Considerate Contractor Scheme. Large and small companies, projects and activities can join! Membership is on an individual basis and on an annual basis for projects and activities.

HOW TO JOIN

To join the Cambridge City Council 'Considerate Contractor Scheme', and to get further information telephone the Project Officer on 01223 457121 and ask for a copy of the Considerate Contractor Scheme pack which includes an application form. Alternatively, you could write to:-

The Project Officer - Considerate Contractor Scheme
Planning Department
Cambridge City Council
The Guildhall
Cambridge
CB2 3QJ

Tel. No: 01223 457121
Fax No: 01223 457129

REASONS TO JOIN

Members of the scheme will gain:

- ★ Improved standards for projects and activities
- ★ Additional prestige and publicity with awards
- ★ A straightforward, practical code for people to follow
- ★ Informative literature pack
- ★ The advice and expertise of the Cambridge City Council Considerate Contractor Scheme Inspectors
- ★ Improved relationships with the general public

CONSIDERATE CONTRACTOR

CODE OF GOOD PRACTICE

CONSIDERATE

All activities are to be carried out with due consideration for residents, workers, pedestrians, visitors, neighbouring occupiers, businesses and highway users at times and in a manner that will minimise disturbance. Special attention is to be shown to the needs of those who have difficulties with sight, hearing or mobility, those in wheelchairs, or pushing prams and pushchairs.

QUIET

Noise from works, machinery, workers, radios, music, vehicles and all other sources is to be kept to a minimum. For site specific projects and activities there are to be no works that are audible at the site boundary outside permitted hours of work, unless prior agreement has been reached with Cambridge City Council.

CLEAN

Footways, carriageways, public areas adjacent to the site, as well as all visible aspects of site specific projects and activities such as hoardings, scaffolding and warning lights, are to be kept clean and in good order. Dust and smoke are to be kept to a minimum. Mud and spillage are to be cleaned off pavements, roads and public areas immediately.

RESPONSIBLE

The contractor is to ensure that all employees, agents, sub-contractors, suppliers, drivers and others working on or near the project or activity maintain all aspects of the Code of Good Practice.

TIDY

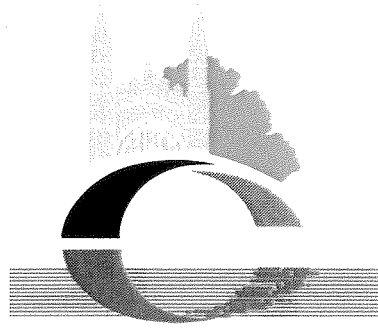
Pride in the condition and appearance of the project or activity, adjacent highways and public areas is to be shown in every way, including the tidiness of temporary structures, materials, machinery and the constant removal of litter and rubbish.

SAFE

Projects, activities and vehicle movements are to be carried out with utmost care for safety of passers-by, adjacent neighbours and for workers. All plant and machinery items are to be maintained in safe working order and the safety of structures is to be checked frequently.

ACCOUNTABLE

A contact board is to be clearly displayed by the project or activity giving names and telephone numbers of staff who can be contacted promptly and take immediate action in response to issues raised by residents, businesses, others.



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HOTLINES

Building Sites Hotline

- ★ To report unsatisfactory activities on building sites, whether or not the site is a member of the Considerate Contractor Scheme.

01223 457121

- ★ To join the scheme, or obtain further information.

01223 457121

**Environmental Health
& Protection**

- ★ To report problems of noise, dust, smoke, or vibration.

01223 457000

Duty Officer

- ★ To report any urgent problems outside office hours.

01223 457457

Environment & Planning
Cambridge City Council
The Guildhall
Cambridge
CB2 3QJ