

Project Title:	Golden Jubilee Foundation – Project 1		
Project Description:	New Build Ophthalmology department at the Golden Jubilee National Hospital in Clydebank. The project will be an integrated building with an Outpatients department and six theatre. The building will be a two story building with Staff Offices and welfare on the first floor and clinical space on the ground floor. The building will be approx. 2,400m2 and will be located south of the main entrance to the hospital.		
NHS Project Manager:	John Scott		
Main Contractor:	Kier Construction		
Main Contractor Contact:	Amanda Wright - Social Impact Manager		
Revision:	No.2	Date:	15/01/18

Notes:

Please select your answer from the drop down list or input where required into the yellow highlighted cell for each question only. Please include additional information i.e. policies, within the Comments/Evidence box. Please provide evidence in the form of Word/PDF file.

This information is required to be submitted bi-monthly and confirmation of format of information and location for retrieval i.e. Viewpoint or other collaborative document management

Project Title	GJF - Project 1
Please insert Project Value	£7m
Tracking information is required to track performance on Employment, Skills & Training, Health Benefit Outcomes, Environmental issues, SME & 3rd Sector Involvement in line with our board policies Better Health Through Employment, Sustainability/Environmental and Procurement Strategy	
Please provide an answer to the following questions within the yellow box. The information provided should included all relevant details from appointment to the project.	

1 Employment				Comments / Evidence	Guidance
		Target	Achieved Amount or Description	Comments / Evidence	Guidance
1.1	New Entrants	3	Working closely with supply chain and ensure that all opportunities are advertised locally	Will liaise with Employer and Partnership Manager Jobcentre Plus to advertise opportunities locally and through Jobs and Business Glasgow	New Entrants is direct to your organisation for this project
1.2	Indirect New Entrants	2			Indirect New Entrants is employed by your sub-contractor for this project
1.3	Graduates	0			
1.4	Apprenticeships	5	Liaise with CITB, Supply chain, Skills Development Scotland, West College Scotland, City of Glasgow College and Kelvin College	Build upon established working relationships	
2 Skills and Training				Comments / Evidence	Guidance
		14 - 16 years old	1	Local Secondary school pupils	Schools identified with Community Benefits Strategy
2.1	Work Placements (minimum of 5 days)	16 - 19 years old	4	Students from West College Scotland Kelvin College & City of Glasgow College	
		Pre-Employment	5	AFEP Programme delivered with support from Jobcentre Plus	
2.2	Visits- School	Number of visits with 1 - 10 pupils	2	Site Visit from secondary schools considering a career in construction	
		Number of visits with 11 - 20 pupils	2	Visit to schools to support STEM and Getting Ready for Work curriculum activities	
		Number of visits with 20+ pupils	2	School Careers events	
		Number of visits with 1 - 10 students	2	Site visit from College students considering a career in construction	
2.3	Visits - Further Education	Number of visits with 11 - 20 students	2	Visit to college to support curriculum activities	
		Number of visits with 20+ students	2	College Careers event	
2.4	S/NVQ starts/completions for subcontractors - persons		2	Upskilling supply chain workforce. Identifying suitable courses from Skills form completed at induction	Kier Social Impact team will work closely with Supply chain to identify suitable courses
2.5	Training provided to SMEs e.g. Number of seminars (leadership, supervisor, Health and Safety, presentation, BIM, bid training etc). Note - provide further details within comments box.		2	Upskilling supply chain workforce. Identifying suitable courses from Skills form completed at induction	Kier Social Impact team will work closely with Supply chain to identify suitable courses
	Education Engagement (arts project, project acting as case study for		1	1) Sponsorship of a school art project	To fit in with school curriculum
2.6	further education curriculum support activities (individual engagement)		1	2) Mock Interviews and CV workshops	To develop the pupils knowledge/experience

	etc). Note - provide further details within comments box.			of employment applications	
2.7	Expert Advise - provide training support to 3rd sector/local organisations or charities	1	We deliver workshops based on the 3 rd sector organisations requirement	Bid submissions, commercial training etc.	
3	Health Benefit Outcomes			Comments / Evidence	Guidance
3.1	Supportive policies [Mental Health, Worklife Balance, Alcohol & Drugs, No smoking]		Kiers local health and Wellbeing Champion provides the site with posters/ toolbox talks and helpline posters are displayed on site	No tolerance to alcohol and drugs. Random Testing	Evidence of policies to be shown, how managers/supervisors are supported in implementing said policies
3.2	Demonstrate and Promote Worklife Balance practices i.e. Special Leave, job sharing, condensed hours/term time working, flexi-time, home working, time to attend Dr/Hospital app. Career breaks/sabbaticals where appropriate		These are covered in Kier HR Policies and in our Equality and Diversity Policy		Evidence of policies
3.3	Demonstrate support for learning and development of all staff within your organisation		Kier has a structured Development programme called Perform for all its employees. Each employee has their own personal training plan		Evidence of organisation training programme to be shown. How the organisation supports staff to access training, how this is promoted and that it is accessible to all staff. Evidence of staff personal training plans, recording of staff attendance at training, and/or any formal qualifications gained through work
3.4	Promote the benefits of healthy eating, physical activity and Promote the benefits of healthy eating, physical activity and promote and/or provide opportunities to encourage employees to be/become physically active within and out with work				This could be targeted at more sedated staff This could be targeted at more sedated staff i.e. Office staff, Managers, PMs. Examples could be: staff canteens providing healthy choices competitively priced, provide opportunities for staff to eat breakfast in the work [bowls spoons cutlery, fridge, sink etc], promote healthy eating choices, encourage use of public transport to & from work, cycling to work, walking at lunchtime charity cycling, running events, etc
3.5	Provide managers and supervisors with training to increase their knowledge and understanding of mental health, wellbeing and stress, Alcohol and Drugs in the workplace. Ensure managers are aware of their responsibilities in relation to employee support.		Health and Wellbeing Posters and toolbox talks are regularly held on site. Each month focuses on a different topic.		Evidence what training provided in-house or externally, how training is promoted [poster, flyers events etc], training attendance recording, promotion of campaigns e.g. Wages slips, leaflets, posters, computer screens
3.6	Mentoring – support one organisation in our supply chain or partner network in their award activity or to improve the health, safety and wellbeing of their workforce.				Evidence could be emails arranging date and feedback from organisations supported
3.7	Promote community health, safety and wellbeing – this criterion is designed to encourage workplaces to reinforce and strengthen community health, safety and wellbeing.				Interact with local community groups,
3.8	Raise awareness of Scottish Minimum Wage				If organisation adheres to this then evidence it, could be demonstrated at Meet the Buyer Events
3.9	Raise awareness / registration of Healthy Workings Lives award				Award registration, could be demonstrated at Meet the Buyer Events
4	Environmental			Comments / Evidence	Guidance
4.1	Recycled Waste (% of Project Value)		To be discussed and agreed at Dec meeting		
4.2	Reduced Waste to Landfill (% of re-use inert material)		To be discussed and agreed at Dec meeting		
	Habitat Enhancement (e.g. Volunteer work / community		To be discussed and agreed at Dec meeting		
4.3	landscaping projects / tree planting etc).		To be discussed and agreed at Dec meeting		
	Note - provide further details within comments box.		To be discussed and agreed at Dec meeting		
	Carbon Reduction (Car sharing scheme, training and awareness		1) Kier Green Travel Policy will be delivered on this project		
4.4	workshops to building users on efficient use of building, deliver cycling proficiency training). Note -		2) Cycle Racks will be provided on site		
	provide further details within		3) Environmental		

	comments box.		toolbox talks are held monthly on site		
5	SME (within a 30mile radius of the Project Site) & 3rd Sector Involvement			Comments / Evidence	Guidance
5.1	Works Awarded by Value (% of works awarded to SMEs by value (£)). Note - Total value (£) of work awarded vs. the Total value or works awarded to SMEs i.e. Contract price, work package value, project cost etc.	65%	To be discussed and agreed at Dec meeting		
5.2	Work Awarded by Tendering Opportunities to SMEs (%). Note - the Total number of tender opportunities vs. the Total number of successful SMEs.	65%	To be discussed and agreed at Dec meeting		
5.3	Supplier Development e.g. Number of seminars (winning work, value management, risk management, PQO bidding, Health and Safety, environmental stewardship etc). Note - provide further details within comments box.	2	To be discussed and agreed at Dec meeting		
5.4	Meet the Buyers Days e.g. Number of seminars.	1	Meet the Buyer event to be held during pre-construction		
5.6	Number of sub-contract opportunities advertised on Public Contracts Scotland		To be discussed and agreed at Dec meeting		
6	Community/3rd Sector Enhancements			Comments / Evidence	Guidance
6.1	Staff Volunteering & Charity Support	1	Regular charity events shall be held	Kier Construction is currently supporting Alzheimers Scotland, but will also fundraise for local charities agreed with Golden Jubilee Foundation (GJF)	Kier Scotland has raised £45000 since September 2016 Bake sales, raffles etc. Kier Scotland delivered over 30% of CSR for the Kier Group during 2016
6.2	Community Benefits e.g. Number of events (presentation to community, volunteer work). Note - provide further details within comments box.	2	Kier will deliver presentations to local community groups or engage in local community volunteering	These will be identified and agreed in the Community Benefits Strategy Plan	

Health Projects	Community Benefits Tracker Ref:	Band 3	Kier Targets
		£6 - 10m	
Work Placement (16 plus years) - persons	2.1	4	4
Work Placement (14 - 16 years) - persons	2.1	1	1
Construction Curriculum Support Activates - individual engagement	2.6	3	5
Graduates - persons	1.3	0	0
Apprentice Starts - persons	1.4	2	4
Existing apprentices - persons	1.4	2	4
Apprentice Completions - persons	1.4	1	1
Jobs created on construction projects - number	1.1 & 1.2	2	2
S/NVQ starts for Subcontractors - persons	2.4	2	4
S/NVQ Completions for Subcontractors - persons	2.4	2	4
Training Plans for Subcontractors - no	2.5	3	5
Supervisor Training for Subcontractors - persons	2.5	4	5
Leadership and Management Training for Subcontractors - persons	2.5	2	2
Advanced Health and Safety Training for Subcontractors - persons	2.5	4	6
Schools Activities - resource days (No. Individuals attended activity)	2.4		
Site Visits - Further Education (No. Individuals attended visits)	2.3		
Site Visits - Schools) No. Individuals attended visits)	2.2		

Benchmarks as set out by CITB and NHSGG&C

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All contractors are expected to achieve minimum CITB benchmarks in appropriate banding