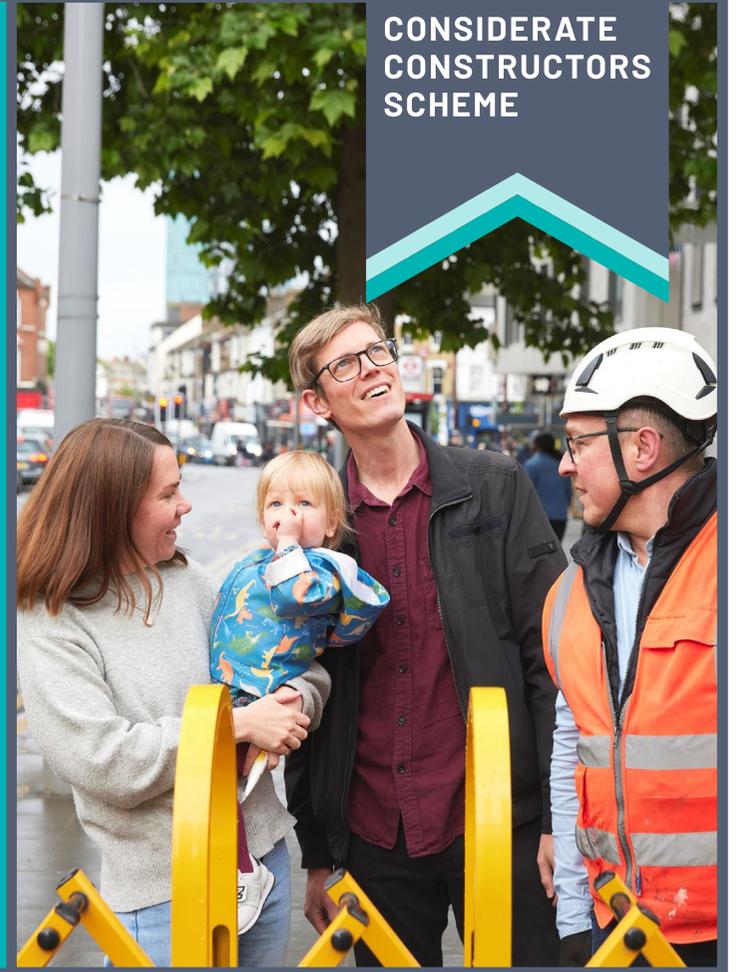


HOW TO GUIDE: The Best Practice Hub

CONSIDERATE
CONSTRUCTORS
SCHEME



RAISING STANDARDS, BUILDING TRUST.
[CCSCHEME.ORG.UK](https://ccscheme.org.uk)



THE BEST PRACTICE HUB



- The Best Practice Hub is a comprehensive online resource available to everyone in the industry – **FOR FREE!**
- The Best Practice Hub was launched in **January 2015** and currently has over **32,500 registered users** and receives over **100,000 page** views monthly.
- The Hub offers real-life examples of the **Code of Considerate Practice** and the higher standards it drives, which are being put into practice across the UK and Ireland
- It outlines initiatives that are already in place as well as those being developed, so that you can stay up to date with the latest **best practice** and **innovative** recommendations.

**ACCESS THE
HUB HERE**



REGISTERING WITH THE HUB



Registering with the Hub brings the following additional benefits:

- Create a **personal profile**
- Access to Scheme **e-learning courses**
- Receive **Hub communications** on focused subjects
- Interact by **rating** and **commenting** on Hub entries
- **Save searches** of entries and case studies

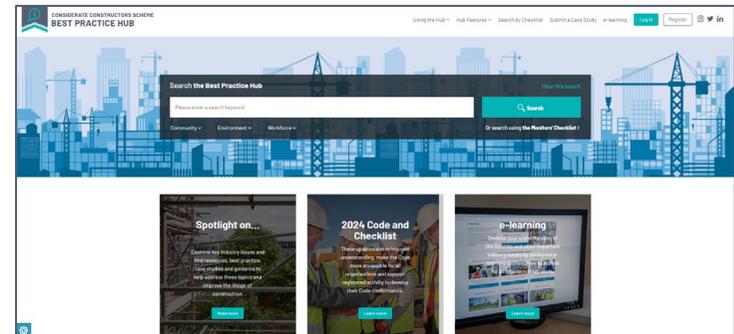
**REGISTER
WITH THE HUB
HERE**



SEARCHING THE HUB

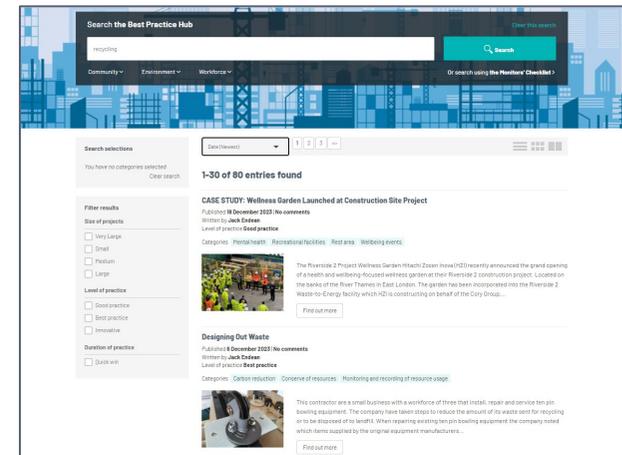
There are three different ways to search for examples of best practice and innovation on the Hub.

- The **first** of these is the **'Keyword Search'** which works as a standard search engine like Google.
- The **second** search function is a **'Code of Considerate Practice search'**
- The **third** search function is a **'Monitors Checklist search'**



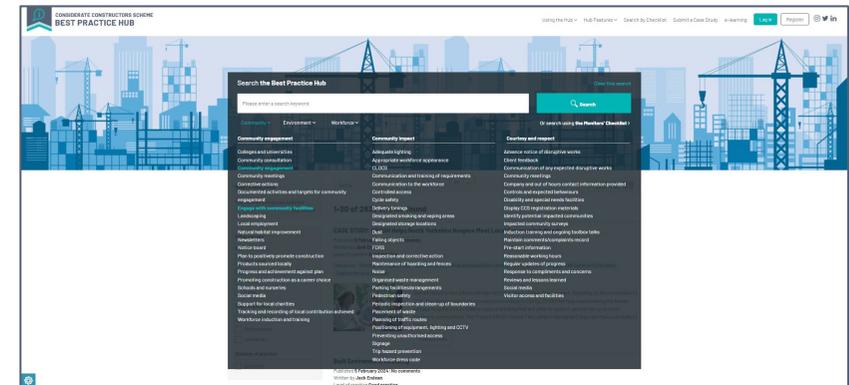
SEARCHING THE HUB – KEYWORD SEARCH

- The '**Keyword Search**' works as a standard search engine like Google.
- Typing in a **keyword** and pressing **search** provides a list of all entries relevant to the text that has been input.
- The search results can be filtered by the **size of site**, **level of practice** and if the initiative is a **quick win** using the filters on the left-hand side. Additionally, the user can sort the results by **date** and **most viewed**.



SEARCHING THE HUB – CODE OF CONSIDERATE PRACTICE SEARCH

- The **Code of Considerate Practice** search function allows the user to filter down into the Code and search by the individual prompts for each question of the Code.
- Users can select more than one **prompt** at a time for the search, the prompt will turn bold once selected.
- Once the user has selected all the prompts relevant, click **Search** and the results will appear.
- The user will then be able to **filter** these as stated in the previous slide.



SEARCHING THE HUB – MONITORS CHECKLIST SEARCH

- The **Monitor Checklist** Search can be accessed by clicking the '**Search by Checklist**' button on the bar across the top of the page or by clicking the '**Search by Monitors Checklist button**' on the main search bar.
- On this page the user can click on a specific **Checklist question** and all Hub entries relevant to that question will appear.
- The user will be able to **filter** these as stated in the previous slides

**ACCESS THE
MONITOR
CHECKLIST
SEARCH HERE**



'SPOTLIGHT ON...' LEARNING TOOLKITS

- Our 'Spotlight on...' learning toolkits address industrywide issues and aim to **raise awareness, provide information** and **practical advice** on how the construction industry can tackle the issue.
- Each toolkit consists of an **introduction** to the subject, and why this is an issue for the UK construction industry, **law and legislation** relevant to the subject, examples of **best practice, external resources, case studies** and final section detailing what employees and employers can do to make **positive change** on the particular industry topic.

**ACCESS THE
'SPOTLIGHT ON...'
LEARNING
TOOLKITS HERE**



E-LEARNING COURSES

- Our **e-learning courses** are available on each area of the Scheme's Code as well as topic-based courses linked to each of the 'Spotlight on...' learning toolkits.
- Each course includes lessons which must be read and completed before moving on to the next step. Once all the lessons are completed a quiz is to be taken where 10 randomly generated multiple choice questions are chosen with a **pass rate of 70% needed**.
- Once the course is completed a **PDF certificate** is generated which can be downloaded or printed out.

ACCESS THE E-LEARNING COURSES HERE



DEFINITIONS

On the definitions page the user can read how the Scheme differentiates between **good practice**, **best practice** and **innovation**, as well as how the Scheme defines the **size of a project**.

Best Practice Hub category definitions

To ensure that users can easily find relevant examples of best practice, entries on the Hub are categorized using the definitions below.

Project Size

Examples of best practice have been allocated to a project value which are meant to be indicative of project size, complexity and duration. The Hub team will allocate a project value to an entry but this will be by no means exclusive, and it may be worthwhile looking at other project value bands to identify relevant industry practice.

Small	Under £5M
Medium	£5M to £50M
Large	£50M to £100M
Very Large	Over £100m

Level of Practice

Innovative

A new idea, device, or method for achieving conformance with the Code of Considerate Practice, either within the Sector and/or Industry. The new idea, device or method may be completely new or a new adaptation, or new application of an existing idea, device or method applied to a different expectation.

Best practice

An optimal, or optimised method, technique, or device for achieving conformance with a particular expectation of the Code of Considerate Practice.

Good Practice

A method, technique or device that is positive and desirable that produces results that serve the desired outcome to an above average standard.

Duration of Practice

Quick Win

A method, technique or device that creates an improvement that is visible, has immediate benefit and can be quickly delivered after a project has begun.

- Latest entries

CASE STUDY: CRASH Helps North Yorkshire Hospice Meet Local Community's Needs

Herriot Hospice was gifted a former NHD Hospital building, The Lambert, following its decommission.

Built Environment Academy

The Built Environment Academy (BEA) was founded in 2021 by a group of like-minded individuals and

Work Experience Week 2024

National Apprenticeship week is all about celebrating apprenticeships and the positive impact they

Circular Arts Network

Circular Arts Network (CAN) is an online platform for redistributing spare, used or surplus

VR Headset Training for Health and Safety

The Health, Safety and Environment team has been awarded the prestigious Princess Royal Training

+ Latest innovations

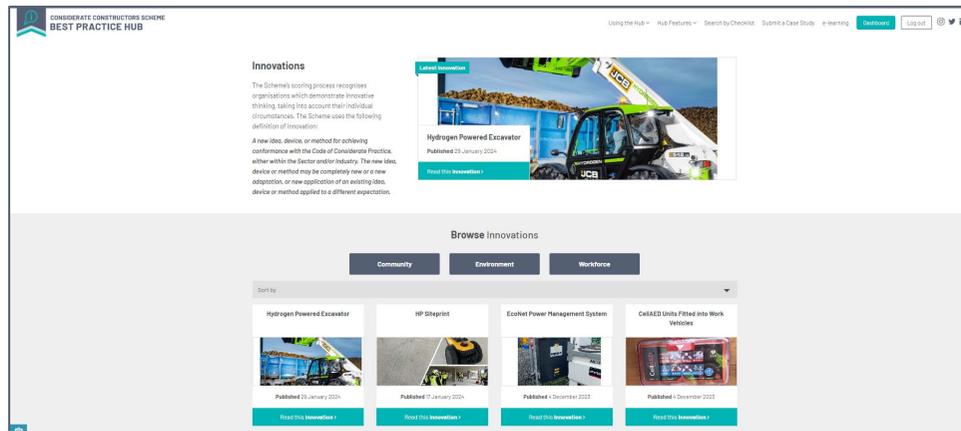
ACCESS THE
DEFINITIONS PAGE
HERE



LATEST INNOVATIONS

On this page the user can view all **approved innovations**, these can be sorted by **publish date** and **most viewed**.

These entries can also be **filtered** by the area of the Code they are related to.



ACCESS THE
INNOVATIONS
PAGE HERE



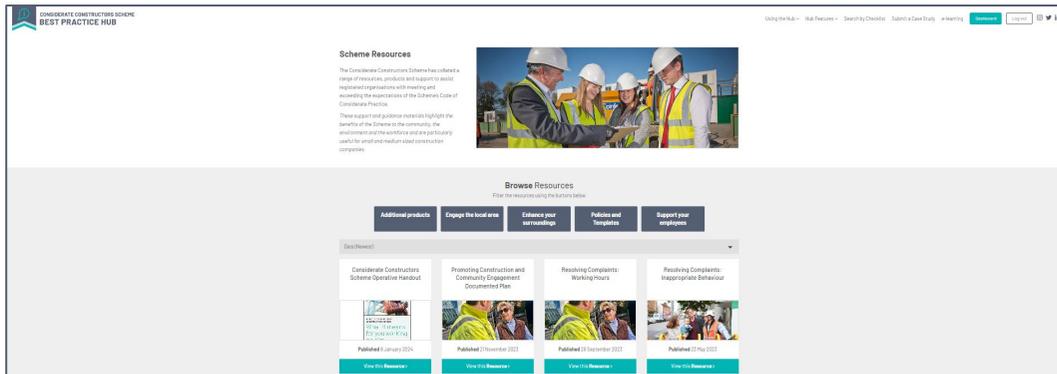
SCHEME RESOURCES



This page includes resources and templates predominantly for **SME's** to support their registration.

Each of these will open a Hub entry with a link to the **resource** or **template** which can be downloaded.

ACCESS SCHEME RESOURCES HERE



GETTING STARTED



The 'Getting Started' section provides **resources** and **templates** that are useful for those new to the Scheme and starting their registration with us.

ACCESS GETTING STARTED HERE

The screenshot shows the 'Considerate Constructors Scheme Best Practice Hub' website. The header includes the logo and navigation links: 'Using the Hub', 'Hub Features', 'Search by Checklist', 'Submit a Case Study', 'e-learning', 'Dashboard', and 'Log out'. There are also social media icons for Instagram, Twitter, and LinkedIn.

The main content area is titled 'Getting started' and features a large image of two women in high-visibility jackets reviewing documents. Below the image, there is a dropdown menu set to 'Date (Newest)'. Four resource cards are displayed:

- Considerate Constructors Scheme Operative Handout**: Published 8 January 2024. View this Resource >
- Promoting Construction and Community Engagement Documented Plan**: Published 21 November 2023. View this Resource >
- Resolving Complaints: Working Hours**: Published 28 September 2023. View this Resource >
- Resolving Complaints: Inappropriate Behaviour**: Published 23 May 2023. View this Resource >



IMPORTANT DATES AND EVENTS CALENDAR

The Important Dates and Events Calendar **highlights events** throughout the year such as National Careers Week and World Mental Health Day. Clicking on an event opens a **Hub entry** which gives ideas of what registered activity can do, with a **resource button** allowing the user to find out more.

ACCESS THE CALENDAR HERE

The screenshot shows a web interface for 'Important Dates and Events'. It features a calendar for March 2024 with a grid of dates. The 1st, 2nd, and 3rd are highlighted in blue. Below the calendar, there are sections for 'Upcoming events' and 'March 2024'. Three events are listed:

- 1 - 31 Join CRASH's BIG March for CRASH**: Walk 10,000 steps each day in March and fundraise for CRASH – you will be supporting vital construction projects across the UK for homeless charities and hospices. [Find out more](#)
- 3 World Wildlife Day**: This campaign aims to celebrate the many beautiful and varied forms of wild fauna, flora and living creatures, and raise awareness of the need to protect and preserve them. [Find out more](#)
- 4 - 9 National Careers Week**: National Careers Week encourages education providers to bring together students, local employers and advisers through careers events and activities. [Find out more](#)

On the right side of the interface, there is a 'Latest entries' section with several articles:

- CASE STUDY: CRASH Helps North Yorkshire Hospice Meet Local Community's Needs**: Harrold Hospice was gifted a former WHI Hospital building, The Lambert, following its decommission.
- Built Environment Academy**: The Built Environment Academy (BEA) was founded in 2021 by a group of like-minded individuals and...
- Work Experience Week 2024**: National Apprenticeship week is all about celebrating apprenticeships and the positive impact they...
- Circular Arts Network**: Circular Arts Network (CAN) is an online platform for redistributing spare, used or surplus...
- Hydrogen Powered Excavator**: The project team have investigated and implemented the use of hydrogen powered plant.

At the bottom of the right sidebar, there is a 'Latest innovations' section.



SCHEME SUPPORTERS PAGE

On this page the user can view all of our **Scheme Supporters** with the ability to **filter** between organisation type and which area of the code they are indexed to. This page provides information on each of these organisations as well as **contact details** and **website** for the user to be able to find out more information.

The screenshot shows the 'Scheme Supporters' page layout. At the top, there is a header with the title 'Scheme Supporters' and a brief description of their role. Below this is a search bar and a filter section with buttons for 'Commercial Organisation', 'Education / Training / Employment', 'Industry Body / Association / Accreditation', 'Industry Centre', 'Non-Profit / Charity', 'Community', 'Environment', and 'Workforce'. The main content area displays three supporter cards: 3Bio Group Ltd (Commercial Organisation), AMA Waste Management Ltd (Commercial Organisation), and Activate Learning (Education / Training / Employment). Each card includes the company name, logo, a short description, and contact information.

ACCESS THE
SCHEME
SUPPORTERS PAGE
HERE



Contact Us

If you have any questions about the information in this presentation please email:

enquiries@ccsbestpractice.org.uk

Visit **www.ccsbestpractice.org.uk** for further information about the Best Practice Hub

