

# Skills Framework- Site Manager and Assistant Site Manager

## Overview

The Site Manager and Assistant Site Manager play a key role in ensuring all aspects of the home building site are delivered to specified quality, construction standards, financially on budget and in managing all occupational groups involved in the construction process. A clear emphasis on health and safety, customer satisfaction and employee development are also important.

To use the Skills Framework, follow the table below to see what training standards are necessary for site managers and assistant site managers. If there are any gaps in your training, you can find the right training course and provider along with average costs below.

## REGULATORY, ENVIRONMENT & STANDARDS

### Statutory Legislation

Mandatory for Assistant Site Managers

| Unit of training     | CITB training Standard   | Optional Provider | Accreditor | Average course cost | CITB grant value |
|----------------------|--|-------------------|------------|---------------------|------------------|
| Building Regulations | Building Regulations and control for residential homes (GET1439) | NHBC              | CITB       | £320                | £30              |

### **Insurance Compliance**

Mandatory for Assistant Site Managers

| <b>Unit of training</b> | <b>CITB training Standard</b>                      | <b>Optional Provider</b> | <b>Accreditor</b> | <b>Average course cost</b> | <b>CITB grant value</b> |
|-------------------------|--|--------------------------|-------------------|----------------------------|-------------------------|
| Warranty certification  | Housing warranty and after sales service (GET1441) | NHBC                     | CITB              | £150                       | £30                     |
| Defects prevention      | Defects prevention for home building (GET1440)     | NHBC                     | CITB              | £450                       | £30                     |

### **Site Management Regulations**

Mandatory for Assistant Site Managers and Site Managers

| <b>Unit of training</b> | <b>CITB training Standard</b> | <b>Optional Provider</b> | <b>Accreditor</b> | <b>Average course cost</b> | <b>CITB grant value</b> |
|-------------------------|-------------------------------|--------------------------|-------------------|----------------------------|-------------------------|
| CDM Regulations         | CDM Awareness (GET0032)       | Various                  | CITB              | £150                       | £30                     |

## HEALTH, SAFETY & ENVIRONMENT

### **Site Operations**

Mandatory for Assistant Site Managers and Site Managers

| Unit of training   | CITB training Standard  | Optional Provider | Accreditor | Average course cost | CITB grant value      |
|--|---|-------------------|------------|---------------------|-----------------------|
| Site Supervision Safety Training Scheme (SSSTS)/IOSH or equivalent | Health & Safety in construction site supervision                        | Various           | CITB       | £300                | £70 (automatic grant) |
| Hazards & Controls   | Hazards and controls associated with the home building sector (GET1448) | Hamilton Deed     | CITB       | £150                | £30                   |
| First aid in the workplace   | First aid (CITB registered levy exempt employers only) (GET0026)        | Various           | CITB       | £130                | £70                   |
| Working at heights & lifting operations                            | Working at height awareness in construction (GET0020)                   | Various           | CITB       | £150                | £30                   |
| Scaffold awareness   | CISRS scaffolding awareness (GET1315)                                   | Various           | CISRS      | £150                | £30                   |

Mandatory for Site Managers

| Unit of Training                               | CITB training standard                                | Optional Provider | Accreditor | Average course cost | CITB grant value       |
|--|---|-------------------|------------|---------------------|------------------------|
| Site management safety training scheme (SMSTS) | Health & safety in construction site management - SSP | Various           | CITB       | £550                | £120 (automatic grant) |

### **Environmental Awareness & Management**

Mandatory for Assistant Site Managers and Site Managers

| Unit of training                                     | CITB training standard   | Optional Provider | Accreditor | Average course cost | CITB grant value |
|--|--|-------------------|------------|---------------------|------------------|
| Site Environmental Awareness Training Scheme (SEATS) | Introduction into environmental awareness in construction training (GET0701) | Various           | CITB       | £150                | £30              |

## **Construction Process**

### **Build Operations**

Mandatory for Assistant Site Managers and Site Managers

| Unit of training                         | CITB training standard                                | Optional provider | Accreditor | Average course cost | CITB grant value |
|--|---|-------------------|------------|---------------------|------------------|
| Dimensional positioning & site levelling | In development  | TBC               | TBC        | TBC                 | TBC              |
| Groundworks & foundations awareness      | In development  | TBC               | TBC        | TBC                 | TBC              |
| Understanding road construction          | Road construction for home build programmes (GET1910) | Various           | CITB       | £150                | £30              |
| Effective handovers                      | Home builder handover                                 | Hamilton Deed     | NHBC       | £150                | £30              |

## Build Quality

### Site & Project Planning

| Unit of training                | CITB training standard                    | Optional provider | Accreditor | Average course cost | CITB grant value |
|---------------------------------|---|-------------------|------------|---------------------|------------------|
| Defects prevention introduction | Defects prevention introduction (GET1445) | NHBC              | CITB       | £150                | £30              |

## IT Skills

Mandatory for Assistant Site Managers

| Unit of training           | CITB training standard | Optional provider | Accreditor | Average course cost | CITB grant value |
|----------------------------|------------------------|-------------------|------------|---------------------|------------------|
| Software & hardware skills | N/A                    | Various           | N/A        | £150                | N/A              |

### **Project Management**

Mandatory for Assistant Site Managers and Site Managers

| Unit of training          | CITB training standard                                | Optional Provider | Accreditor | Average course cost | CITB grant value |
|---------------------------|---|-------------------|------------|---------------------|------------------|
| Compiling site programmes | Develop and maintain a home build programme (GET1871) | Hamilton Deed     | CITB       | £150                | £30              |

### **Technical Drawings**

Mandatory for Site Managers

| Unit of training               | CITB training standard                    | Optional Provider | Accreditor | Average course cost | CITB grant value |
|--------------------------------|---|-------------------|------------|---------------------|------------------|
| Understanding drawings & specs | Interpreting plans and drawings (GET1873) | NHBC              | CITB       | £150                | £30              |

**Commercial Awareness**

Mandatory for Assistant Site Managers and Site Managers

| Unit of training   | Courses available | Course Trainer | Accreditor | Average course cost | CITB grant value |
|--------------------|-------------------|----------------|------------|---------------------|------------------|
| Costings & Finance | In development    | TBC            | TBC        | TBC                 | TBC              |

## Management

### Leadership Skills, Culture & Behaviours

Mandatory for Assistant Site Managers and Site Managers

| Unit of training     | CITB training standard                         | Optional provider | Accreditor | Average course cost        | CITB grant value          |
|----------------------|--|-------------------|------------|----------------------------|---------------------------|
| Managing Teams       |  |                   |            |                            |                           |
| Managing Meetings    | Home build site management                     |                   |            |                            |                           |
| Assertiveness        | (GET1869)                                      | Hamilton Deed     | CITB       | £130 per training standard | £30 per training standard |
| Handover             | or Develop and maintain a home build programme |                   |            |                            |                           |
| Sales                | (GET1871)                                      |                   |            |                            |                           |
| Customer Service     |  |                   |            |                            |                           |
| Managing Performance |  |                   |            |                            |                           |

## People Management

### People

Mandatory for Assistant Site Managers and Site Managers

| Unit of Training         | CITB training standard               | Course trainer | Accreditor | Average course cost | CITB grant value |
|--------------------------|--------------------------------------|----------------|------------|---------------------|------------------|
| Roles & responsibilities |                                      |                |            |                     |                  |
| Conflict resolutions     | Home build site management (GET1869) | Hamilton Deed  | CITB       | £130                | £30              |
| Motivating Others        |                                      |                |            |                     |                  |