

CEEQUAL International Weightings Process

Briefing Note for Regional Weighting Surveys

Introduction

The scores in the International Edition of the Assessment Manual for Projects are the same as the scores in the UK & Ireland Edition. In order that an Assessment to the International Edition is regarded as valid in its locality, the weighting between the sections, and therefore the question scores, need to be matched to local views on the relative importance of the environmental and social topics covered by CEEQUAL. The weightings of the Project Strategy and Project Management Sections are not affected by the local environmental and cultural conditions and so have been set globally by the CEEQUAL Technical Advisory Group.

So to enable the use of CEEQUAL International in a particular region or country a weightings survey has to be conducted for that region/country. This briefing note sets out the process for this exercise.

How to conduct the survey

The survey is conducted by circulating an Excel spreadsheet for respondents to complete (the survey form is repeated overleaf for information). Respondents are asked to give their personal view of the relative importance of the 14 environmental and social topic areas covered in CEEQUAL in the overall sustainability performance of a civil engineering, infrastructure or landscaping project or works in public open spaces in built-up areas.

The survey needs to draw in the views of as many interested parties as practicable. For a weightings exercise to be deemed robust and valid it requires a minimum of 30 responses, so please encourage colleagues, clients and other stakeholders to also participate.

The individuals responding should ideally represent all stakeholders with an interest in civil engineering and infrastructure in the region/country in question. This should at least include clients, designers, contractors but we will aim also to secure responses from a range of stakeholders not directly responsible for operating, designing or constructing infrastructure projects.

How to complete the survey form

The survey starts by assuming that each of the 14 topics are equal and worth 10 points each. Each respondent then indicates how many points above or below average importance they believe each topic is.

- For sections which are of more importance a positive number between 1 to 10 should be entered;
- For sections which are of less importance a negative number between -1 to -9 should be entered. Note that the limit is -9 because a -10 leads to a section score of 0, which would indicate that you think the section is of no importance and should not be in the Scheme. However, CEEQUAL's Technical Advisory Group have already decided that it should be in the Scheme.

In coming to these judgements respondents need to consider the impacts over the full life-cycle of the project, covering both the Operational Phase (i.e. including importance of the decisions made by clients & designers) and the Construction Phase.

For information, the spreadsheet then displays the relative importance of each topic as a percentage.

How to analyse the results

CEEQUAL will work with regional interests to conduct the analysis. CEEQUAL or an agreed local organisation/ individual will enter each of the survey responses into a spreadsheet supplied by CEEQUAL, and average weightings are then calculated, and then reviewed and agreed by the Verifier. CEEQUAL will then enter the weightings into the Online Assessment Tool to create a bespoke set of scores for projects to be undertaken in that region/country