

# REQUIREMENTS FOR CONTRACTORS

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## Requirements for Contractors

- 1.1 All contractors shall be aware and take account of the requirements of the Council's Health and Safety Policy.
- 1.2 All contractors shall ensure their own employees comply with the requirements of the Health and Safety at Work etc Act 1974 whilst working for the Council in the community or on Council property.
- 1.3 All contractors will be subject to, and follow the requirements of the Council's "Code of Conduct for Contractors". *Approved 21 February 2008*
- 1.4 All contractors on Council property will make contact with the relevant Heads of Service before commencing work, and make them and any employees who may be affected by their work, aware of any hazards employees of, or members of the Council, or members of the public may be subjected to, and the precautions they should take to avoid risks to their health and safety.
- 1.5 All contractors are expected to work in a safe manner maintaining and leaving their work areas in a safe state.
- 1.6 All contractors will, when required by the Client Officer, submit to the Client Officer documented procedures relating to the work they are to carry out.
  - 1.6.1 Where the Council's expertise is greater than that of the Contractors, the Client Officer will review the practices and require amendments as necessary.
  - 1.6.2 Where the Council's expertise is equivalent to the Contractor's, the Client Officer may require the Contractor to provide details of proposed working practices for discussion and information, but not approval.
  - 1.6.3 Where the Council employs a Specialist Contractor, the Client Officer will make it clear that the Council is relying on the Contractor's expertise and documented procedures are required for information only.

NOTE: The above requirements for Contractors are without prejudice to the requirements of the Health and Safety at Work Etc Act 1974, or the Construction (Design and Management) Regulations 2007.