

## Contractor Procedures

### **Brandon Marsh Infrastructure Upgrade – Coventry**

<b>Client</b>	Warwickshire Wildlife Trust
<b>Principal Designer</b>	Warwickshire Wildlife Trust
<b>Principal Contractor</b>	Appointed contractor

#### **Health and safety**

The successful contractor must:

- Be registered with a pre-qualification health and safety provider such as 'Safe Contractor' or similar.
- Be insured with Valid certificates.
- Accept full responsibility for compliance with the Health and Safety at Work Act of 1974 and all other relevant statutory provisions (e.g., CDM and GDPR regulations) in respect of the work outlined in this brief for works.
- Accept full responsibility for providing adequate signage to notify members of the public about the works and any footpaths that are blocked off because of the works.
- Supply all relevant health and safety documents to the Sustainable Infrastructure Project Manager for inclusion in the health and safety file and make the PM aware of any changes to these documents throughout the project.
- Supply an appropriate method statement and site-specific risk assessment/safe systems of work to be signed off by the PM.

#### **-Insurance/liability**

- The Contractor shall insure against and shall indemnify the Client in respect of any liability, loss, claim, expense, or proceedings arising out of or caused by the performance of the works: -
  - In respect of personal injury or death to any person
  - Damage whatsoever to any real or personal property up to an amount of £5 million for any one occurrence

## **Environmental**

The successful contractor must:

- Plan works with an appropriate awareness of services and utilities (only applicable if relevant to your trade) in the area.
- Follow the specifications and procedures as set out in the Method Statement and Risk Register that form the design documents and the Environmental Risk Assessment, this includes:
  - Being aware of the obligations to protected species potentially present on site (such as bats and water vole) as stated in The Conservation (Natural Habitats,) Regulations 1994 and the Wildlife and Countryside Act 1981 [amended] and the measures the project team are taking before works start to ensure the favorable conservation status of such species are not affected by the works.
  - Making good any damage caused by the works as outlined in the brief above.

## **Design**

The successful contractor must:

- Adhere as closely as possible to design drawings supplied in the supplementary documents, working with the supervising geomorphologist to ensure features are functioning as intended. If deviation from the designs is required changes must be agreed in writing with the PM before they are implemented
- Be present on site for post-works inspections by the PM and any other partners deemed appropriate by the PM.

## **Expectations**

- We expect the appointed contractor to attend an inception meeting on site with the PM to better understand the site, the work and the machinery and tools required to complete the work.
- The contractor will be expected to inform the client of the day of the starting of works and completion as well as providing updates when the PM is on site during the works.
- The contractor must attend a follow up site visit with the client and anyone else deemed necessary by the client to sign off works.
- We expect the appointed contractor to have read all the supplementary documentation included with this brief for works and any further relevant documents sent to the contractor upon appointment; these documents will help to inform the appointed contractor. However, prior to the commencement of work the contractor will be expected to produce their own risk assessments and procedural documents as outlined in the

contract to be signed upon appointment.

