

G9 THE USE OF CONTRACTORS INCORPORATING THE CONSTRUCTION (DESIGN AND MANAGEMENT) REGULATIONS 2015

SUMMARY

The objective of this policy is to establish effective arrangements to ensure that contractors implement appropriate risk control measures whilst working on the County Council's undertakings.

Anyone working for the County Council who is not an employee is a contractor. The County Council and the contractor have responsibilities for the health and safety of:

- County Council employees.
- contractors' employees.
- visitors and customers
- members of the public

For larger construction-based projects, The Construction (Design and Management) Regulations 2015 (CDM Regulations) will apply.

The County Council's Policy is to ensure full compliance with the Construction (Design and Management) Regulations, which apply to all construction work (commercial or domestic). These Regulations provide legal duties for "Clients", who are defined as any individual or organisation, for whom a construction project is carried out. (See [Contractors and CDM further information](#))

PLANNING AND ORGANISING THE WORK OF ALL CONTRACTORS

- Define the job
- Identify the hazards
- Discuss with contractors and draw up a plan incorporating risk control measures
- A summary of the risk control measures necessary should be recorded

CHOOSING A CONTRACTOR

The competency of contractors must be assessed in advance, helpful indicators are:

- Inclusion in County Council Lists of approved contractors
- Good work undertaken elsewhere
- Accredited by trade organisations
- Good Health and Safety knowledge of their business
- Good policy/risk assessment documentation

KEEPING A CHECK WHILST WORK IS IN PROGRESS

Reasonable steps must be taken to ensure contractors apply the appropriate risk control measures and that your activities do not affect them.

- Are they working to plan?
- Discuss with contractors any problems
- Stop work if the risk control measures are not satisfactory
- For projects/works that fall under the CDM regulations there are additional requirements ([See Contractors and CDM further Information](#))

REVIEW ON COMPLETION

- Was the planning adequate?
- Any serious problems?
- Would you use the contractor again?

Any lessons learnt should be used to make future projects run better and to revise lists of preferred contractors

CONTRACTORS AND CDM

The County Council will notify the Health and Safety Executive of any construction project which is expected to:

- Last more than 30 working days and have more than 20 workers, or
- Involve more than 500 person days

For any project involving more than one contractor the County Council will appoint a competent Principal Designer and Principal Contractor.

APPLICATION

All County Council Employees

RESPONSIBILITIES

Directors and Assistant Directors

Setting up effective arrangements in their Directorates for:

- planning and organising the work of contractors
- choosing competent contractors
- keeping check on contractors whilst work is in progress and taking action where appropriate to ensure risks are properly controlled
- reviewing the health and safety performance of contractors on completion of projects to help choose contractors for future contracts and to revise lists of preferred contractors
- implementing the requirements of the Construction (Design and Management) Regulations 2015 (CDM), where appropriate, which place duties on the County Council as a 'client', and on designers and contractors at every stage of a project from conception, design and preparation through to the execution of the works, subsequent improvement, maintenance and demolition ([See Contractors and CDM further information](#))

Version 1

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CHST

- Ensuring that sufficient time and resource are made available so that competent designers and contractors can complete all construction projects safely.

Corporate Health and Safety Team

Review and Revision of the Policy

ADVICE AND SUPPORT

Please contact the Corporate Health and Safety team [Here](#)

LEGISLATION

The Health and Safety at Work etc. Act 1974

The Management of Health and Safety at Work Regulations 1999

The Construction (Design and Management) Regulations 2015

CONTRACTORS AND CDM FURTHER INFORMATION

G9 Appendix 1 Use of Contractors- Evaluation Process

G9 Appendix 2 Contractor Evaluation Form- User guide

G9 Appendix 3 CDM Regulations – Managers Guide

G9 Appendix 4 CDM Flow Chart

G9 Appendix 5 CDM Interpretation of Building Works

(NB. These will become links on the Hub page.)

Further information is also available from the Health and Safety Executive on www.hse.gov.uk.

A leaflet is available to download, reference INDG 368 'Using contractors-a brief guide'