

## CAPITAL & ASSET MANAGEMENT BUILDING CONTRACT DIRECTIVE

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	<b>THE MANAGEMENT AND CONTROL OF CONTRACTORS REGARDING HEALTH, SAFETY AND WELFARE</b>	<b>REFERENCE</b>
1.	<p><b>GENERALLY:</b></p> <p>The County Council has legal responsibilities for the health and safety of all people on its premises, namely: -</p> <ul style="list-style-type: none"> <li>• Its employees</li> <li>• Its clients</li> <li>• The general public</li> <li>• Its contractors</li> </ul> <p>Much of the council's undertaking involves using contractors, particularly for higher risk activities such as construction work. The council and its contractors have shared responsibilities toward each other; the council must ensure that its activities, land and premises do not place a contractor unnecessarily at risk, likewise contractors must ensure that their activities don't threaten the health, safety and welfare of those listed above. Therefore the council is cautious about contractors and their activities when on its premises or land.</p> <p>This directive draws attention to council procedures that address health and safety in respect of work by contractors.</p> <p><b>Note:</b> The word 'contractor' includes consultants.</p>	
2.	<p><b>CORPORATE CODE OF PRACTICE (CCoP) ON THE SELECTION AND MANAGEMENT OF CONTRACTORS REGARDING HEALTH, SAFETY AND WELFARE:</b></p> <p>The above CCoP, prepared by the council's Lead Health &amp; Safety Professional, has been issued to all Services of the council for implementation as a corporate strategy (a copy is available from the WSCC Lead Health &amp; Safety Professional).</p> <p>The CCoP provides a general guidance to council staff on the assessment, selection and monitoring of contractors who work for the council. Its content is to be noted by consultants and implemented to works being carried out under their direction by inclusion in the preliminaries section of all tender documents.</p>	

<p>3.</p>	<p><b>GUIDANCE AND INFORMATION ON HEALTH AND SAFETY ISSUED BY COUNCIL DEPARTMENTS AND / OR PREMISES:</b></p> <p>A number of other documents setting out health and safety guidance and procedures relevant to contractors, and which relate to particular council services or establishments, have been prepared. Examples include: -</p> <ul style="list-style-type: none"> <li>• WSCC Capital Project's <i>Health &amp; safety assessment of property building contractors</i>. A copy is available to view and download on the WSCC Intranet.</li> <li>• "<i>Health and Safety Information for Contractors</i>". A flyer issued by the Council's Health &amp; Safety Team. A copy is available from the WSCC Lead Health &amp; Safety Professional.</li> <li>• WSCC Property Construction Health &amp; Safety Standards. See the WSCC Intranet.</li> <li>• West Sussex Fire &amp; Rescue Service's booklet – "<i>Health &amp; Safety Information and Guidance for Contractors</i>" is also available. Copies of this booklet are available at all WSFRS fire stations.</li> <li>• Information about using contractors in schools. Part of the West Sussex Grid for Learning.</li> </ul> <p>Consultants / CDM Co-ordinators are to familiarise themselves with any such requirements of the Service or premises during the pre-contract stage of a project, and include appropriate references to any specific requirements within the Pre-construction Information / tender documents.</p>	<p><b>As stated</b></p> <p><b>As stated</b></p> <p><b>As stated</b></p> <p><b>As stated</b></p> <p><b>As stated</b></p>
<p>4.</p>	<p><b>THE CONSTRUCTION (DESIGN &amp; MANAGEMENT) REGULATIONS 2015:</b></p> <p>Implementation of the Construction (Design &amp; Management) Regulations 2015 is the subject of a separate Building Contract Directive (refer to BCD.29).</p>	<p><b>BCD 29</b></p>