



3.19 CONTRACTOR COMPLIANCE

Guidance and Procedures

All contractors carrying out work or providing a service on behalf of the Council are obliged to comply at all times with the requirements of the Health & Safety At Work etc Act 1974 and all other relevant Acts, Orders, Regulations, Approved Codes of Practice and Guidance.

Contractors must comply with and ensure that any sub-contractor complies with the provisions of the Health & Safety At Work etc Act 1974, Orders, Regulations, Approved Codes of Practice and Guidance pertaining to Health & Safety.

The Council will set standards through procurement procedures to monitor the competency of contractors in order to minimise the risk to employees, other persons on site and to the public.

Heads of Service will ensure all contractors and sub contractors are properly vetted with regard to their health and safety competence and will only use contractors who can demonstrate their ability to discharge their primary responsibility to safeguard their employees and any other person(s) who may be affected by their activities.

The selection of contractors will be administered by South Tyneside Council Procurement Service, which will establish contractor capabilities, limitations, financial standing and liability insurance certification and competence as regards health and safety compliance.

Any Head of Service, who wishes a contractor to be considered for council work, must contact South Tyneside Council Procurement Service for advice on how to proceed.

The Council's Occupational Health & Safety Team must be notified at an early stage on proposed projects. This will enable the Corporate Group to consider any health and safety design issues and ensure that the contractor has satisfied all relevant health and safety criteria.

The Council has the responsibility to ensure contractor compliance with health and safety legislation and if necessary will prohibit continuation of activities in breach of any relevant health and safety provision.

Whilst on premises owned by the Council, contractors must ensure that their employees comply with the Council's Corporate and individual Corporate Group Health and Safety Policies.

The contractor shall forthwith nominate a competent person to be responsible for health and safety matters and shall whenever necessary ensure that person or a suitable experienced deputy is on site at all times when work or services as the case may be are being carried out or provided.

The Council may by way of its Authorised Officers including the Occupational Health and Safety Team issue instructions in relation to health and safety matters and the contractor must comply with any such instruction. Any work or the provision of any service may be suspended in the event of any non-compliance by the contractor with any health and safety matter and shall not resume until the Authorised Officer is satisfied that such steps have been taken as are sufficient in its opinion to enable such resumption to take place.