

Contractor Minimum Safety Requirements



The Contractor must undertake a thorough risk assessment of all hazards and risks associated with the Works (whether risks to other parties or workers) and their intended and actual controls and must submit the Risk Assessment to Clutha District Council (CDC) for review and comment prior to the commencement of work on site.

High Risk Work

The Contractor must, in relation to High Risk Work, ensure that:

- Appropriate Safe Work Method Statements (SWMS) are prepared and reviewed prior to the commencement of High Risk Work;
- High Risk Work is carried out in accordance with the SWMS
- Records of all SWMS relating to the Works are maintained and allow CDC to inspect and audit any of the records to confirm compliance with these obligations.

High Risk Work is work that involves any of the following:

- Excavation or ground disturbance
- Mobile plant interaction with people and light vehicles
- Work at heights
- Cranes and lifting operations
- Electrical services and energy isolation
- Confined spaces
- Hot work
- Asbestos work

Site-Specific Safety Plan (SSSP)

- The Contractor must complete a Site-Specific Safety Plan (SSSP) for the site where the works will be undertaken.
- The Contractor must comply with, and must ensure that all workers engaged by the Contractor in the provision of the Works, comply with the SSSP at all times when carrying out and completing the Works.

The SSSP must include as a minimum:

- Details of the names, positions and health and safety responsibilities of all persons at the site whose positions or roles involve specific health and safety responsibilities in connection with the Works;
- The arrangements in place between any persons conducting a business or undertaking at the site where the Works are undertaken for consultation, co-operation, and the co-ordination of activities in relation to compliance with their duties under Health and Safety at Work Act 2015;
- Details of arrangements for implementing the risk controls identified in the Risk Assessment;
- The arrangements for the collection, and any assessment, monitoring and review of SWMS at the site;
- Emergency response, and arrangements in place for managing any work health and safety incidents that occur, including afterhours incident management arrangements;
- Incident investigation processes, and arrangements in place for investigating any work health and safety incidents that occur;
- Arrangements for ensuring appropriate site-specific and task-specific induction and training is undertaken by relevant workers (including Subcontractors), suppliers and other persons who attend the site, to ensure they are aware of the requirements of the SSSP and safety controls identified therein;
- Any site-specific health and safety rules and the arrangements for ensuring that all persons at the site are informed of these rules;
- Monitoring and auditing arrangements to ensure that all Subcontractors and other persons engaged in the Works comply with the requirements of the SSSP and safety controls identified therein;
- Details of arrangements for implementing a fitness for work program including drug and alcohol testing and fatigue management;

- Arrangements for consultation with the Workers performing the Works
- Details of the Traffic Management Plan (TMP), which supplements the SSSP and details how all vehicle, worker and pedestrian movements into, through and out of the Site will be managed including:
 - Designation of access points, haul roads, loading and unloading locations, and the use of spotters;
 - Vehicle reversing procedures;
- Identification of potential conflict points;
 - How conflicts will be avoided whenever possible, or minimised where avoidance is not possible;
 - Consideration of other programs of works and those activities taking place at any particular location at the same time, including what mitigations have been considered and or implemented to minimise conflict between plant and/or machinery and/or personnel/pedestrians (if applicable);
 - Location of any electrical infrastructure that lies within the site and detail how it will be protected from any damage;