

Lydiard Millicent Parish Council Volunteer Contractor Agreement

Thank you for agreeing to carry out work within the Parish of Lydiard Millicent. As the work you will be undertaking is within your control, i.e. you will decide when and how this is completed, you fall under the bracket of Volunteer Contractor.

For the purpose of this policy a Contractor is a Company, Sole Trader or an Individual who provides services to Lydiard Millicent Parish Council (LMPC). The Contractor will provide labour and equipment in the provision of their services, and may, when permitted by LMPC, employ additional Subcontractors. Unpaid Contractors and Volunteers are effectively the same thing, they are not employees of LMPC with regard to the Health and Safety responsibilities of both parties. LMPC has a duty to ensure that all Contractors are competent to carry out the activity safely and so checks may be carried out, but these will be proportionate to the risks associated with the activity being undertaken.

LMPC can provide further details, effectively advising what work needs to be done and any known risks. Once LMPC and the Contractor is satisfied that all relevant information has been shared, the Contractor will decide how the work will be done.

The Contractor will be in control of the work, therefore you will:

- Risk assess the activities and determine what actions would need to be taken in order to ensure that the work can be carried out safely, i.e. a safe system of work
- Ensure you have the correct work equipment and PPE for the job and it is in good safe condition before you start work
- Ensure you have appropriate training/and or information to carry out the work (LMPC may require copies of training certificates and trade association membership etc, where necessary for example electricians, chain saw users)
- Report any accidents or incidents to LMPC

Please can you sign and date to confirm you have read and understood these requirements:

Print Name	Date	Signature

Address:

Contact Number:	Email:

Type of Work: e.g. Footpath Team

GDPR May 2018 – All data collected will be used for the sole purpose of this activity, and will be kept for the duration of your participation. After this period the data will be securely destroyed. Further information can be obtained from the Clerk