**Memorandum of Understanding**

Between XXXX (We can insert one PC if we have an agreement like this per scheme or I can insert all PC Organisation Names who are happy to sign up to this approach) & Highways England

The Management of Statutory Undertakers on Regional Delivery Partnership Schemes in England

Highways England are appointing various Regional Delivery Partners as detailed above across their strategic road network to act as Agents for them in connection with the diversion of Statutory Undertakers’ apparatus. Highways England retain the function of placing all orders with Statutory Undertakers’ and paying for any necessary diversionary works in advance of construction. The Regional Delivery Partners will manage Statutory Undertakers’ works on site.

The agreed method of working to facilitate effective and safe delivery of diversions and associated works is to hand over a clearly defined and demarcated area to the specified Statutory Undertaker for an agreed period of time. During this period access to these areas will occur only with the permission of the statutory body who will be responsible for controlling their own works within their designated area.

The Statutory Undertakers will comply with the following:

* All personnel working or visiting the SU locations shall follow site safety rules, safety policies and protocols with regards to attending a site specific induction. This includes individuals being subject to drug and alcohol screening as per Raising the Bar 12 – Occupational Health.
* The Regional Delivery Partner responsible for overall health and safety management of the site will be informed of all subcontractors used by the SU before their arrival on the project or site.
* The Regional Delivery Partner will be given the opportunity to review the competence of all SU workforce as part of the induction process.
* The Regional Delivery Partner will be given the opportunity to review all risk assessments and method statements before any works begin.
* All SU subcontractors will comply with the minimum standards of mandatory PPE e.g. 6 point PPE.
* It is the responsibility of the SU to give the Regional Delivery Partner the opportunity to review the standard of all plant used to ensure compliance with Raising the Bar 1 – Plant and Equipment.
* The Regional Delivery Partner is to be informed of any incident or accident including any service strikes which occur within the SU work area in accordance with Highways England requirements as set out in the document GG128.
* The Regional Delivery Partner will invite all SU team members to participate in any health safety and wellbeing initiatives, safety stand downs and safety forums carried out on the project to improve the overall standard of our industry.
* In the spirit of collaboration the Regional Delivery Partner will promote best practice at every opportunity in order to improve and subsequently will offer their participation in conducting engagement and safety tours of any SU work location and the interface between work areas.
* It is expected that all SU subcontractors will have attendance at and participate in the daily Start of Shift Briefings pertinent to their work areas. This meeting will ensure co-ordination and co-operation is undertaken at the point of work to avoid any potential for confusion and to ensure safe access and egress is maintained.
* The Regional Delivery Partner will provide details of the emergency procedures and emergency contacts for the adjacent works areas and the SU will provide similar details and contacts for the SU work areas.

A joint inspection of the designated work area will be undertaken with the SU before formal handover of the area. The Regional Delivery Partner and SU will by confirmatory signature agree suitability of the area. Upon completion of the works a second joint inspection will be made and further confirmatory satisfactory signatures produced following any agreed reinstatement.

We would request your acceptance and agreement of these basic requirements in order to discharge our duties under the Construction (Design & Management) Regulations 2015 and to effect the practical management of the Statutory Utilities on the XXXX Regional Delivery Framework / OR name of project

Signed by XXXXX Chris Gee ?? HE Head of Utilities

Signed by XXXXX Operations Directors PCs ?? Anyone else? Or project specific if we do an agreement per project