

Sub-Contract Policy

Bray and Slaughter Ltd are a leading regional contractor with over 100 years of experience in the fit-out, refurbishment and new-build sectors. The business operates from its regional base in Bristol serving clients in the South West of the UK.

Our aim is to consistently deliver projects of exceptional quality within time and budgetary constraints, to do this we recognise the value of employing sub-contract specialists. We are committed to ensuring that there is a seamless transition between our work and any sub-contract work. To implement this policy correctly, we will ensure that we:

- Select our sub-contractors based on their technical expertise and ability to deliver high quality work to the same standards that we set ourselves. This applies to their own supply chain too.
- Generally have a number of approved sub-contractors capable of providing similar works available, ensuring that pricing, quality and delivery remains competitive and to our satisfaction.
- Require all sub-contractors to complete a comprehensive Pre-Qualification Questionnaire and return it with relevant supporting information before commencing work on a B&S site. This information will then require reviewing annually. This includes assessing their own supply chain and providing supplementary information to back this up.
- Communicate to the sub-contractor that they are responsible for providing B&S with site specific H&S information and ensuring that this is updated throughout the project.
- Expect our sub-contract staff to sign and adhere to the declaration on our Health & Safety Policy and commit to full compliance with B&S site rules and other relevant policies.
- Give each sub-contract employee a full Site Induction before commencing any works on site. This will include Method Statements, Risk Assessments and Toolbox Talks.
- Set Service Level Agreements (SLA's) for each sub-contractor based on the Key Performance Indicators (KPI's) that we have agreed with each client.
- Monitor and review these SLA's as required during Progress Reviews held between B&S management and sub-contractor management, providing an opportunity for both parties to discuss any issues or problems they have faced and helping to continuously improve the working relationship.
- Give the sub-contractor notice to attend meetings on site and at B&S offices where required.
- Ensure that the right procedures are in place to ensure adherence to our standards, guaranteeing continuity for our clients.
- Will pay our sub-contractors in full and on-time.
- Will encourage our supplier team to carry out routine QA and H&S Inspections.
- Obtain references for all new sub-contractors of similar, recent work to ensure correct selection.

SUPPLY CHAIN CHARTER

OUR AIM

“To create long term sustainable partnerships with consistently high performing and safe subcontractors and suppliers who offer best value”

HOW?

By working together to deliver each project;

- On Time
- To an Agreed Cost
- To the Highest Quality Standard
- To the Highest Safety / Environmental Standards

BRAY AND SLAUGHTER WILL STRIVE TO;

- Ensure payments are made in accordance with the agreed terms
- Provide feedback to our suppliers on a regular basis to aid improvement
- Analyse and act upon subcontract feedback to improve our performance
- Deliver cost effective solutions for our clients in partnership with our supply chain
- Ensure a safe and environmentally friendly working environment
- To consolidate our supply chain and work repeatedly with our best performing suppliers
- Understand risk and manage it in a better way

BRAY AND SLAUGHTER EXPECTS THEIR SUPPLIERS TO;

- Submit completed tenders, valuations and final accounts on time to agreed dates
- Cost variations in a timely manner
- Consistently deliver high quality standard of works
- Resource contracts adequately to achieve programme
- Provide the appropriate PPE for your workforce and work in a safe manner
- Provide honest feedback on our performance to aid improvement
- Ensure products and services are to agreed specifications
- Inspect/snag own works prior to leaving site
- Ensure their workforce is adequately trained to undertake their duties and be a good, considerate contractor embracing environmental issues, appearance and safety and be respectful to others at all times
- Follow practices and guidance set out in Bray and Slaughters Customer Care Policy and ensure you provide an efficient and high quality service

TOGETHER WE CAN;

- Deliver each contract on time, to agreed cost and to the highest standard
- Be open and honest with each other
- Be the construction team of choice
- Ensure the highest standards of safety
- Work collaboratively to achieve one goal
- Learn from each other
- Combine our expertise
- Create repeat business

PREFERRED SUPPLIERS OF CHOICE

PARTNER 1

Partner 1 meets our stringent standards, has a proven track record, complies with our expectations (left) and shares our company values. They are a first choice partner who we will work together with to achieve continuous improvement.

Supplier Benefits:

- Repeat Business
- Negotiated Works
- Prompt Payments

PARTNER 2

Partner 2 subcontractors have worked previously with Bray and Slaughter and have demonstrated a desire to become Partner 1. A relationship of trust is developing with these contractors.

Supplier Benefits:

- Repeat Business
- Continued Assessment to help achieve Partner 1 Status
- Prompt Payments

PARTNER 3

These are subcontractors who have expressed a desire to be included on Bray and Slaughters supply chain and be considered for tenders. They may also be named subcontractors/suppliers proposed by the client team.