



WETHERBY TOWN COUNCIL

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SPECIFICATION FOR REPLACEMENT RAILINGS AND GATES AT THE GARDEN OF REST

1. Introduction

- 1.1 This report outlines the proposed specification for the like-for-like replacement of the railings at the Garden of Rest. The railings are an essential part of the aesthetic and security features of the town's show garden. Their replacement is necessary due to wear and tear, corrosion and aging materials. The goal is to replace the railings with a product that matches the current design and quality, while also addressing safety concerns, communication protocols, and quality of work throughout the project.

2. Objectives

- 2.1 Ensure the new railings are identical in design, material, and appearance to the original ones.
- 2.2 Adhere to all relevant safety standards and protocols to ensure the safety of both workers and the public.
- 2.3 Maintain clear, transparent communication with the council and the public throughout the process.
- 2.4 Ensure high standards of craftsmanship, durability, and overall quality of the new railings.

3. Specification for Replacement Railings

- 3.1 Interested contractors will attend site prior to submitting a tender to carry out a site survey and obtain measurements required to provide an all-inclusive and accurate cost. An appointment will not be required to attend.
- 3.2 The current configuration will be replicated, and the design and detailing will be as close to identical as is practicably possible.
- 3.3 It is the contractor's responsibility to take measurements, and any discrepancies will be rectified at the expense of the contractor.
- 3.4 The contractor will specify in the tender their choice of materials, finish and detailing along with an outline of the railing fixings and materials required for groundwork. The contractor will provide a guide to timescales for the work
- 3.5 The current railings have been in place for over 25 years. The contractor, by accepting the project, will guarantee a minimum lifespan of 10 years of any newly installed

infrastructure. Breach of this, will require repair or replacement at the contractor's expense.

4. Health and Safety Considerations

- 4.1 A risk assessment and method statement (RAMS) must be conducted prior to installation to identify and mitigate any hazards during the work process. This should include the protection of public access areas around the garden.
- 4.2 Contractors must comply with Health and Safety Executive (HSE) guidelines and use appropriate Personal Protective Equipment (PPE) during installation. All equipment and machinery should be safety-checked to ensure it meets regulatory standards.
- 4.3 Adequate signage and barriers must be put in place around the work zone to keep the public safe from potential hazards, considering the visually and mobility impaired. No work should be done unless proper safety precautions are in place.
- 4.4 Contractors will be working on behalf of Wetherby Town Council, and it is expected that all health and safety measures will be always adhered to. The council will implement measures to mitigate reputational risks, such as thorough contractor vetting, clear contract terms, and robust performance monitoring.

5. Installation Process

- 5.1 The existing railings should be carefully removed, keeping damage to surrounding garden features or public infrastructure to a minimum. All redundant materials will be removed from site and the contractor is responsible for their safe and lawful disposal.
- 5.2 Ensure that the foundation and posts are correctly aligned, level, and securely anchored to prevent future displacement or instability.
- 5.3 The replacement should be completed within a defined timeframe to minimize disruption to the town's public areas, ideally within two to three weeks of commencement date, weather permitting.
- 5.4 Throughout the installation process, quality checks should be made to ensure that all components are aligned, finished, and secure.
- 5.5 The newly installed railings will be inspected and signed off by persons delegated by Wetherby Town Council and by the contractor, prior to payment being made.
- 5.6 Any damage caused to surrounding infrastructure will be made good at the contractor's expense.

6. Communication Strategy

- 6.1 Pre-Installation Communication
 - The council is responsible for informing local businesses, residents, and any other affected parties in advance of the project, including specific dates for

commencement and completion. Dates to be agreed between the contractor and the council.

- The council will consider placing an informative display at the show garden, on social media and on the Town Council website to explain the purpose of the project and provide updates on progress.
- The contractor and the council will work together to ensure the installation of clear signage around the work area to inform the public of the ongoing replacement and direct them to alternative paths or entrances where necessary.

6.2 During Installation Communication

- Updates should be provided to the Facilities Officer at appropriate milestones throughout the works. Updates will be posted on the Town Council website and social media platforms to keep the public informed.

6.3 Post-Installation Communication

- Upon completion, the contractor will notify the Facilities Officer that the work has been finalised. The Facilities Officer will meet the contractor onsite to sign off the work before the area is fully opened.

7. Contractor selection

7.1 Contractors must have proven experience with similar public-facing projects and a track record of delivering high-quality work.

7.2 Contractors will provide references and photographic evidence of prior work, specifically for projects involving public infrastructure and metalwork.

8. Inspection and Testing

8.1 Before finalising payment, a thorough inspection of the installed railings will be conducted to ensure they meet the specified design, safety standards, and quality expectations.

8.2 The stability and safety of the railings should be tested, particularly the integrity of the posts and securing mechanisms. Any defects should be rectified before final approval.

9. Conclusion

The replacement of the Garden of Rest railings is an important project that will enhance the visual appeal and security of the garden while ensuring public safety. By adhering to the outlined specifications for design, materials, safety, communication and quality, the project will maintain the town's aesthetic and provide long-lasting value. Regular communication with the public will ensure transparency, and careful contractor selection will help guarantee a high standard of work.