

Greenserve Company Profile

Commercial Grounds Maintenance Services.

Greenserve have been trading over 40 years offering a comprehensive solution to grounds maintenance services. Works include housing and retirement grounds, commercial premises, business parks, retail and industrial estates.

Our experience comprehensively covers the scope of this Grounds Maintenance Specification to include communal, soft, and hard landscape surfaces. Our maintenance skills and knowledge as a local contractor include communal areas, play areas, verges, gardens, wooded areas, roads, and pathways. We work to protect the environment,

Company information Address: Unit 8, Myrtle Grove Farm, Patching, West Sussex, BN13 3XL

- Web address: www.greenservegm.com
- Phone: 0800 7555 775

Company Insurances

Employers Liability Policy No: B105323ARB815973

- Insurers: HISCOX
- Indemnity Limit: £10,000,000
- Expiry Date: 15 September 2024

Public and Products Liability Policy No: B105323ARB815973

- Insurers: Camberford Law Limited
- Indemnity Limit: £10,000,000
- Expiry Date: 15 September 2024

Accreditations

CHAS - CHAS – 0000190

SafeContractor – CW8654

Waste carriage – Licence CBDU 193133

SSIP

SafePPQ



Health & Safety Policy Statement of Intent

The objective of this policy is to attain and maintain high standards of health and safety performance throughout GreenServe. It is the policy of the Company to provide a safe and healthy environment for everyone involved in, or affected by, its operations. Its goal is to be an accident free company. The operating procedures and practices in this Policy have been specifically designed to achieve this goal.


The ultimate responsibility for safety and the prevention of accidents rests with the Managing Director. All members of the Company, however, have personal responsibility for their own health and safety, and shared responsibility for that of their colleagues.

All persons conducting activities on behalf of GreenServe will adhere strictly to this Health & Safety Policy. GreenServe will comply with the Health and Safety at Work etc. Act 1974 and all other applicable Health & Safety Regulations.

Hazards will be identified and the risk of injury, disease or dangerous occurrence will be eliminated or controlled to acceptable levels.

These standards will be achieved, so far as is reasonably practicable, by:

- Demonstrating a visible management commitment to high standards of health and safety performance and the promotion of a positive health and safety culture throughout the Company.
- Generally provision and maintenance of a safe working environment that is without risk to health, and adequate facilities and arrangements for employee welfare.
- Provision & maintenance of plant, equipment & systems of work that are safe & without risk to health.
- Providing & maintaining means access to & egress from the workplace that are safe & without risk.
- Ensuring adequate arrangements exist for Safe Systems of Work and processes for the regular assessment of work activities in order to identify related hazards and to control associated risk.
- Ensuring specifically that adequate arrangements exist for safety and the absence of risks to health in connection with the use, handling, storage and transport of articles and substances.
- Providing such information, instruction, training and supervision as is necessary to ensure the health and safety of employees of the Company.
- Obtaining employee co-operation to ensure statutory obligations under health & safety legislation are met.
- Regular auditing, monitoring and review

Signed  Darren Cooper, Managing Director Date November 30th 2023



Quality and Environmental Management Policy Statement of intent

Our Senior Management of believes that delivering services which not only satisfies the customer's requirements but exceeds their expectations is paramount in providing a quality service.

Senior Management are also resolved that the business activities of the company shall be carried out with due regard to the effects they may have on the environment. Safe working practices have been put into place which are supported by risk assessments and method statements for all works.

We understand the importance of developing the business management systems and are committed to ensuring continual improvement of the system, compliance with applicable legal requirements (including other applicable requirements relating to the environmental aspects), and prevention of pollution.

Adequate resources will be put into all areas of the company's operations to ensure that the business management system is adequately maintained and developed and works are completed on time and to the customer's satisfaction. It is the company's intention to mitigate risk at every practicable level, and execute well planned work in a timely and compliant manner.

In pursuit of this policy, Senior Management will ensure that customer requirements are fully understood on all contracts and adequately communicated to employees in order that the customer expectations are not only achieved but enhanced. Appropriate regard will be given to stakeholders affected by our works.

Methodologies will be put in place to measure and monitor customer satisfaction, compliance with legislation and establishment of environmental aspects. Senior management will regularly review and analyse the findings and take appropriate action.

In order to ensure that all staff and sub-contractors understand the importance of good quality workmanship and the need to minimise environmental pollution from their activities, the company will provide any training and instruction necessary and will monitor its effectiveness.

Managing impacts and aspects

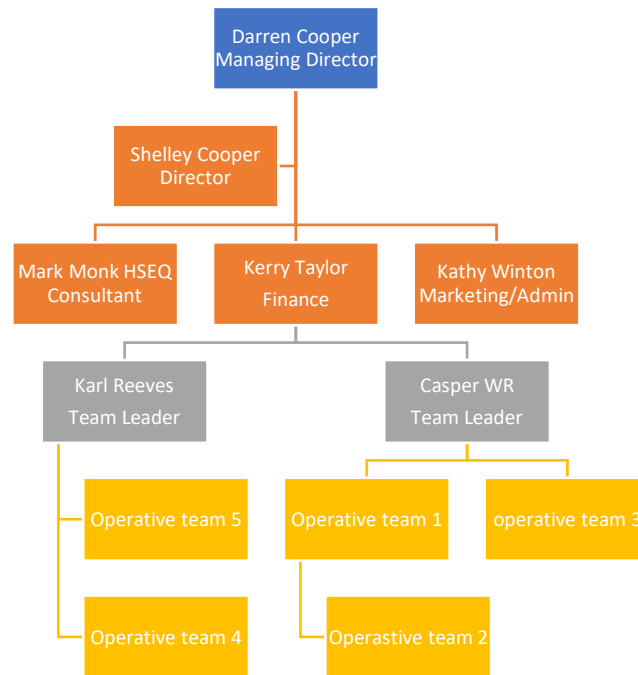
Activity	Environmental Aspect	Local Impact	Global Impact	Control Measure
Local Environment	Protected trees, wildlife flora or fauna.	Damage & Pollution to local environment	Pollution & damage to environment	Remove of waste, shred, recycle, control waste
Groundwork / Excavations	Excavation, plant movements,	Vibration, dust, damage to flora / fauna	Pollution of land & water. Landfill Damage to local ecosystems	Control—for local environment, waste management.
Site Vehicles	Carbon due to emissions	Increase in traffic fumes, noise & congestion.	Air & noise pollution, nuisance to local community	Battery based plant where practicable. Effective planning
Legal Compliance	Environmental impact of a breach of legal requirements	Pollution, damage to the local environment, prosecution.	Pollution & environmental damage	Understanding of legal requirements, training, Management controls



Competency

The team are led by Darren and Shelley Cooper. We are committed to employing a highly competent workforce on all sites and offices. All managerial and supervisory staff, whether employed directly or employed by our supply-chain, must demonstrate appropriate managerial, supervisory or technical skills prior to appointment.

Our People:



Manufacturer based training is provided for plant to ensure full compliance with safe operating procedures. Plant and machinery includes:

- Iseki SXG 323
- Ransomes Parkway 2250 cylinder mowers
- Kubota F2890
- John Deere 1600T
- Eteisa Hydro80.

All Team members of staff carry ID cards and hold the relevant licences for the tasks they perform.

General health and safety training includes Fire Training, Normal & Emergency operating procedures, Legal responsibilities under HASAWA 1974, and First Aid.

We work in accordance with HSG65. More specific Health and Safety training includes Manual Handling, Slips Trips and Falls, Working at Height, COSHH, Work Place Transport, and safe plant usage.

Environmentally we have increased the use of battery powered plan to reduce carbon emissions in the course of our work. Quieter equipment reduces the pollution of noise to our staff and others.





Contract Experience.

Client: Nurture Landscapes:

Value of works - £250k working from 2018 to current.

Scope of works includes grass cutting, weed-killing, hedges, kerbs in communal areas, verges, gardens and pathways on both residential and industrial parks. Here we act as a specialist sub-contractor providing local services in Eastbourne, East and West Sussex. The solutions provided are led by an experienced Contract Manager, Lead Supervisor and 8 operatives according to season and weather adjusted schedule. Comprehensive RAMS have been produced for all activities. Much of our work is carried out through the use of electric plant to reduce carbon emissions. This plant is also quieter for stakeholders. We remove all waste. Security remains a key issue for the client. Regular client meetings cover all KPI reporting.

Client: Eaves Property Services

Value of work £31k to date and ongoing

Scope of works includes grass cutting, weed-killing, hedges, kerbs in communal areas, verges, gardens and pathways on residential estates. We work as a considerate contractor. Eaves is a service provider for landlords, residents and leaseholders and based in Maidenhead. They are also a managing agent for reputable property developers locally. A Contract Manager, team leader supervise 4 operatives based on seasonally adjusted works to meet an overall schedule of grounds maintenance. Comprehensive RAMS have been produced for all activities. Our work is delivered through the use of electric plant to reduce carbon emissions. This is also quieter for stakeholders. Picture evidence is supplied to demonstrate timeline of delivery and for quality management purposes. We remove all waste. KPI's and performance are discussed with the client at regular intervals.

Client: Graves Son and Pilcher

Value of works – £50k to date and ongoing

Scope of works includes grass cutting, weed-killing, hedges, kerbs in communal areas, verges, gardens and pathways on residential estates. Graves Son and Picher are a full service property firm specialising in residential block management, and established over 125 years. Areas covered include Sussex, Kent and Surrey. A Contract Manager, team leader supervises 4-6 operatives based on seasonally adjusted works to meet an overall schedule of grounds maintenance. Comprehensive RAMS have been produced for all activities. Our work is delivered through the use of electric plant to reduce carbon emissions. This is also quieter for stakeholders. Pictorial evidence is supplied to the client to demonstrate the timeline of delivery, and for quality management purposes. We remove all waste. We monitor contract performance monthly.

Client: Saxon Weald

Value of works - £50k – 2023 and current



Scope of works includes grass cutting, weed-killing, hedges, kerbs in communal areas, verges, gardens and pathways on residential estates. We work as a considerate contractor. A Contract Manager, team leader supervises 4-6 operatives based on seasonally adjusted works to meet an overall schedule of grounds maintenance. Comprehensive RAMS have been produced for all activities. Electric plant reduces carbon emissions and is also quieter for stakeholders. We remove all waste. We monitor contract performance monthly with agreed KPI's.



CERTIFICATE OF EMPLOYERS' LIABILITY INSURANCE



CERTIFICATE OF EMPLOYERS' LIABILITY INSURANCE (a)

(Where required by regulation 5 of the Employers' Liability (Compulsory Insurance) Regulations 1998 (the Regulations), one or more copies of this certificate must be displayed at each place of business at which the policy holder employs persons covered by the policy)

Policy number	B105323ARB815973
1. Name of policyholder	Greenacres Services Sussex Limited
2. Date of commencement of insurance policy	16/09/2023
3. Date of expiry of insurance policy	15/09/2024
	Both days inclusive

We hereby certify that subject to paragraph 2:

- 1 The policy to which this certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland, the Isle of Man, the Island of Jersey, the Island of Guernsey, the Island of Alderney (b); and
- 2 the minimum amount of cover provided by this policy is no less than £5 million (c).

Signed on behalf of Hiscox Insurance Company Ltd



Ben Horton
CUO, Hiscox Underwriting Ltd

Notes:

- (a) Where the employer is a company to which regulation 3(2) of the regulations applies, the certificate shall state in a prominent place, either that the policy covers the holding company and all its subsidiaries, or that the policy covers the holding company and all its subsidiaries except any specifically excluded by name, or that the policy covers the holding company and only the named subsidiaries.
- (b) Specify applicable law as provided for in regulation 4(6) of the Regulations.
- (c) See regulation 3(1) of the Regulations and delete whichever of paragraphs 2(a) or 2(b) does not apply. Where 2(b) is applicable, specify the amount of cover provided by the relevant policy.

About the insurer

Insurer	Hiscox Insurance Company Limited
Registered address	22 Bishopsgate, London, EC2N 4BQ United Kingdom
Company registration	Registered in England number 00070234
Status	Hiscox Insurance Company Ltd is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and Prudential Regulation Authority

Camberford - ELCERT(1) - 09/20



Arboricultural Contractors Insurance Scheme

VERIFICATION LETTER

Date: Friday 15th of September 2023
Policyholder: Greenacres Services Sussex Limited
Business Description: Landscaping, Fencing, Planting, Tree Surgery, Grass Cutting, Strimming and Weed Control.
Policy Number: B105323ARB815973
Period of Insurance **Start Date:** 16/09/2023
End Date: 15/09/2024

COVER	Limit of Indemnity / Sum insured	Insurer
Employers Liability	£10,000,000	Hiscox Underwriting Limited, a company incorporated in England and Wales (Registered number 02372789) whose registered address is 22 Bishopsgate, London. EC2N 4BQ
Public Liability	£10,000,000	
Products Liability	£10,000,000	

All insurance is subject to the terms conditions and endorsements of the respective Policy. This verification notice confirms the cover in force on the date shown above. Neither Camberford Underwriting nor the respective Insurers/Underwriters accept any liability for reliance on this document by the Insured or any third party in the event that any of the insurances detailed are cancelled or not in force for any reason.

Signed on behalf of the Insurers



 **t: 020 8315 5000 w: camberford.com**

Camberford Underwriting is a trading name of Camberford Law Limited. Registered Office: 7th Floor, Corn Exchange, 55 Mark Lane, London, EC3R 7NE
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