

## CDM Regulations 2015 - How we support our Clients to discharge their duties

Clients Duty	William Saunders CDM Consultancy Support
Check that any designer or contractor they are appointing has the necessary skills, knowledge and experience to carry out the work in a way that ensures health and safety.	WS will undertake a review of the design team and tendering contractor's competence against the standards set out within the 2015 regulations and report the findings back to the Client.
Provide Pre Construction Information to every designer and contractor appointed or being considered for appointment.	WS will identify, collate and disseminate the Pre Construction Information at relevant project stages.
Make suitable arrangements for managing a project including the allocation of sufficient time and resource.	WS will advise as to suitable arrangements for managing health & safety on a project.
Ensure that the arrangements are maintained and reviewed throughout the project.	WS will monitor and review these arrangements throughout the project lifecycle.
Ensure that the contractor has the prescribed welfare facilities in place before work starts.	WS will agree suitable arrangements with the contractor on behalf of the client and also visit site to ensure welfare facilities prescribed are installed as agreed.
Give Notice to the Health & Safety Executive via Form F10.	WS will issue an F10 notification to the HSE on the Clients behalf.
Where one or more contractor will be involved, appoint a Principal Designer.	WS will undertake a review of the Principal Designers competence and provide advice on when the Principal Designer should be appointed.
Ensure that the Principal Designer complies with their duties.	WS will attend periodic design team meetings and review the Principal Designers audit trail to ensure they are carrying out their duties under the CDM Regulations.
Where one or more contractor will be involved, appoint a Principal Contractor.	WS will advise the Client on the requirement to appoint a competent Principal Contractor and will ensure any appointment covers the requirements of the CDM Regulations.
Ensure that the Principal Contractor complies with their duties.	WS will ensure the Principal Contractor complies with their duties through on-going dialogue, site visits and auditing where necessary.
Ensure that before the construction phase begins a suitable construction phase plan is drawn up by the contractor or Principal Contractor.	WS will ensure that the Principal Contractor produces a Construction Phase Plan that fully takes into account all relevant Pre Construction Information. WS will ensure that the plan is suitable for managing health and safety for the development and its surroundings.
Ensure that a Health & Safety File is prepared for the project.	WS will ensure that the Principal Designer/ Principal Contractor produces a Health & Safety file in accordance with the Clients desired format upon completion.

## CDM Regulations 2015 - How we can help Principal Designers to discharge their duties

Principal Designers Duty	William Saunders CDM Consultancy Support
<p>To plan, manage and monitor the Pre Construction Phase and co-ordinate matters relating to health and safety such that, so far as is reasonably practicable, the project is carried out without risk to health and safety.</p>	<p>WS will provide the Principal Designer with a management plan for the project detailing how health and safety aspects of the design will be monitored during the Pre Construction Phase.</p>
<p>The Principal Designer must identify and eliminate or control foreseeable risks to the health and safety of any person:</p> <ul style="list-style-type: none"> <li>• Carrying out or liable to be affected by construction work.</li> <li>• Maintaining or cleaning a structure.</li> <li>• Using a structure designed as a workplace.</li> </ul>	<p>WS will initiate and attend design risk workshops at agreed project work stages, as required. The number and frequency of workshops can be varied, at your discretion, dependant on the size and complexity of a project.</p> <p>A co-ordinated design risk register will be produced by WS showing identified risks. This will be a live auditable document updated at agreed intervals allowing the Principal Designer to demonstrate their risk analysis process.</p>
<p>Ensure that all designers comply with their duties under Regulation 9.</p>	<p>WS will ensure the design risk workshops address all design disciplines, ensuring they are identifying and eliminating the risks arising from their design.</p>
<p>Ensure that all persons working in relation to the Pre Construction Phase co-operate with the Client, Principal Design and each other.</p>	<p>WS facilitation of design risk workshops will ensure that co-operation and co-ordination is achieved in addition to regular design team meetings held between the Client and Project Team.</p>
<p>Assist the Client with the provision of Pre Construction Information. Provide Pre Construction Information promptly and in a convenient form to every designer and contractor appointed or being considered for appointment.</p>	<p>WS can assist in the compilation of the Pre Construction Information on behalf of the Principal Designer and the Client. This will include the appraisal of existing survey information such as asbestos surveys.</p> <p>WS will provide a comprehensive, cohesive document which can then be issued to the design team and tendering contractors at the relevant time.</p>
<p>Liaise with the Principal Contractor for the duration of the Principal Designers appointment to ensure the co-ordination of health and safety matters during the construction phase.</p>	<p>Regular design progress meetings should be sufficient to cover these duties, however should any issues arise during the construction phase WS will be on hand to assist the Principal Designer in addressing these issues alongside the Principal Contractor.</p>