# **Project Name**

# Stage Number Part 1 of 2

Version No, DD Month YYYY





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#### Contact details

(Project Architect name) (Project Architect email)

Company address

# CDM Analysis Report including Pre-Construction Information (PCI)

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Indesign formatting guidance for this toolkit	

Page numbers to be adjusted as required

## Introduction

'Gateway West' is a mixed-use scheme located in Surrey. The site is located at the western end of the high street, and will act as a catalyst for the regeneration of the town centre and the local area.

The site also presents a strong opportunity for place-making by creating a new destination and upgraded public spaces for both visitors and residents.

The proposals will not only enhance the quality of the existing site, but provide a wide range of services to the wider local community such as retail, leisure, residential and student accommodation.



Residential + Retail

Building D Student Accommodation

**Building** C Residential + Retail + Cinema

**Building B** Residential + Retail

## 1.0 Project CDM Strategy Brief (CDM1)

CDM Strategy Brief	Team Responses to Project Leader	Comments - Contact details, Notes, Dates Reviews etc.
Project Details		
Description of project / outline scope of works.		
Address/location/environment of site.		
Client Brief / Outline CDM Scope		
Operational requirements (e.g.any existing activities to remain e.g. Occupation, Manufacture etc)		
H&S expectations of client (if above Statutory requirements)		
H&S file -format & index (if different to Appendix 4 L153) of future file		
Project Timescales (what are the key	stages and how long will they run for?)	
RIBA Stage 0 - Strategic Definition		
RIBA Stage 1 - Preparation and Brief		
RIBA Stage 2 - Concept Design		
RIBA Stage 3 - Developed Design		
RIBA Stage 4 - Technical Design		
RIBA Stage 5 - Construction		
RIBA Stage 6 - Handover & Close Out		
RIBA Stage 7 – In Use		
Commission/ handover/ H & S File		
Clarify at which of the above stages are you starting the CDM/Principal Designer process		
Is there any pre-existing CDM Analysis, risk register, H&S file or relevant infor- mation & where?		
Strategic Risks (what are the signification	ant or unusual site H&S risks or client requi	rments)
Work involving Particular Risks - Refer to L153-Schedule 3 (eg: offsite manu- facture, large PC panels, working over water etc). See Appendix A		

CDM Strategy Brief	Team Responses to Project
Strategic Design Intent and associated risks (e.g. Major temporary works, Sta- bility considerations, unusual site con- straints & logistics occupation on site).	(Project specific brief comments of essential, Public use of roof, Build water, etc)
Project Leadership	
Client	Lead Contact and Organisation
Project Manager	Lead Contact and Organisation
Principal designer	Lead Contact and Organisation
Principal contractor	Lead Contact and Organisation
Cost Consultant- QS	Lead Contact and Organisation
Architects	Lead Contact and Organisation
Designer 1 (eg: Structural)	Lead Contact and Organisation
Designer 2 (eg: Services)	Lead Contact and Organisation
Designer 3 (eg: Landscape) etc.	Lead Contact and Organisation
(Continue as required) (Others).	Lead Contact and Organisation
Procurement Strategy	·
Approx. Contract Sum/Anticipated Project Cost (if known)	
Form of Contract (if agreed)	
Communication Strategy	
Team meetings anticipated, number, frequency, length, location etc. at each workstage. DTMs, CDM, Client etc	Will CDM issues be considered a DTM? or will dedicated meetings quired? Or both?
Design Team Induction Process for CDM	(Strategy Brief for new design tea members.)
Visual tools, drawings, analysis documents, reviews essential from all.	(Relevant drawing, images, photo included in CDM report.)
Use of BIM for Health & Safety	
Health and Safety File Status (PD Up- date of DTMs or Progress Meetings)	
Client Duties	
F10 to be issued	
Provide PCI to team	

#### Information required / awaiting

Project: 00000 Name of Project		Date: XX Month Year		Design Stage: Workstage (Name)		Revision No: 123	
Team Consultees	Client	Architect	AHMM	Struct. Engineer		Services Eng.	
Others	PM	P. Designer		Facade		Cost Consultant	
	Int. Des	Fire Eng.		Acoustic		Lighting Design	

ct Leader	Comments - Contact details, Notes, Dates Reviews etc.	
eg. Atrium ding over	(Any significant suggestions, recommendations, actions.)	
	Email	
at each s be re-		
am		
os to be		
	I	

P. Contractor	
Facade Access	
Others	

CDM Strategy Brief	Team Responses to Project Leader	Comments - Contact details, Notes, Dates Reviews etc.	
Welfare facilities + Site establishment	Assist Client and Principal Contractor with Site Drawings		
Construction phase plan prepared before construction commences	Assist Client and Principal Contractor		

Project: 00000 Name of Project		Date: XX Mo	Date: XX Month Year		'orkstage (Name)	Revision No: 123		
Team Consultees	am Consultees Client Architect AHMM Struct. Engineer Se		Services Eng.	P. Contractor				
Others	PM	P. Designer		Facade		Cost Consultant	Facade Access	
	Int. Des	Fire Eng.		Acoustic		Lighting Design	Others	

6

## 2.0 Site Investigation and Surveys Data Tracker (CDM2)

Note         Action Conver/Notes         Ref         Nem         Action Conver/Notes         Ref         Nem         Action Conver/Notes         Ref         Network         Action Conver/Notes         Ref         Network         Net		C						
Intervent         Status         Avea of Outstanding Naturii Beaux/(NOSB)         Avea of Outstanding Naturii Beaux/(NOSB)           2         Actoria Mago         Avea of Outstanding Naturii Beaux/(NOSB)	Ref	Item	Action Owner/Notes		Ref	Item	Action Owner/Notes	
1     Defaunce (norm)     Vexas of Outband Instance Status (NACS)     Vexas of Outband Instance Status (NACS)       2     Hadronal Maps     2     Groun Bitl       3     Easting (Nexas (Control on Status 4)     2       4     Daving (Laboration Strutus)     2       5     Easting (Nexas (Control on Strutus 4)     2       6     Society (Nexas (Control on Strutus 4)     2       7     Easting (Nexas (Control on Strutus 4)     2       8     Society (Nexas (Control on Strutus 4)     2       9     Society (Nexas (Control on Strutus 4)     2       9     Society (Nexas (Control on Strutus 4)     2       9     Nexas (Control on Strutus 4)     2       9     Vexas (Control on Strutus 4)     2       10     Doorgen (Nexas (Control on Strutus 4)     2       11     Hadron Strutus (Nexas (Control on Strutus 4)     2       12     Vexas (Control on Strutus 4)     2       13     Society (Nexas (Control on Strutus 4)     2       14     Hadron Strutus 4)     2       15     Defail (Nexas (Control on Strutus 4)     2       16     Ore (Nexas (Control on Strutus 4)     2       17     Hadron Strutus 4)     2       18     Robus 2)     2       19     Neizer (Nexas (Control o				Status				Status
Monomy & Bulkman Unders Award         Performant Control         Perif Contro         Performant Contro         Per	1	Ordnance Sunvey			26	Areas of Outstanding Natural Beauty (ANOB)		
2         Histokan Magik         28         Parking Alexand Term Claim         28         Parking Alexand Term Claim         28         Baland Collection Stratupy         20         Blue of Collection Stratupy         20		(Accuracy $\pm$ 400mm Urban Areas)			27	Green Belt		
3       Exting Recard Distringtion Cleart       20       Situs of Spould Scientific Interval (SSS)       0       0         4       Invaring 8 let of Lawring on relation is Stremend and Diawring in the Stremend and Scientific Interval (SSS)       0       <	2	Historical Maps			28	Refuse Collection Strategy		
4         Drawng (ist of Drawng or refer to a Schoole of Drawng B)         5         Disting Friedhik Statisty (ist CCM) from Chill (Buildings completed or all weak since (CAM) from Chill (Buildings completed and and solves) (Land Survey / Maaured Survey / Could Survey /	3	Existing Record Drawings from Client			29	Sites of Special Scientific Interest (SSSI)		
5         Exeting Health & Subty Flu (CDM) from Cliont (Buildings com preters or altering from 1986)         91         Tippographic Survey - Measured Survey (Doud)         0           6         Bericaci UllisSeStatutory Automited (Location and Capaci- ties) consisted diversities and or meets for meet	4	Drawings (List of Drawings or refer to a Schedule of Drawings)			30	Local Byelaws		
6         Ber/cee/Altities/Statutory Authorities (Location and Capachine provides (Location and Capachine) (Location Survey)         Image Control (Locatin Survey)         Image Contr	5	Existing Health & Safety File (CDM) from Client (Buildings com- pleted or altered since 1995)			31	Topographic Survey - Measured Survey/Land Survey – Fea- tures		
Ising possible divergences and or need for	6	Services/Utilities/Statutory Authorities (Location and Capac-			32	Laser Survey/ Sub scan Survey/ Cloud		
bits         Signed Station         Servey (servey)		ities) possible diversions and or need for new infrastructure			33	Structural Survey / Condition Survey		
Survey Type A         Sorvey Type A         So         Parking Survey         So         Parking Survey           7         IPLAL (Pablic Trensport Accessibility Level) Pating         Context Type A		e.g. sub-station. (Gas/water/electricity/ Sewers/Telephone/ Cables/ Drainage condition) Note: PAS 128:2014			34	Transport Survey		
1       PTAL [Public Transport Accessibility Level] Rating       1       38       Archacology       1       1         8       Other Town Pianing Applications       1       37       Deaktog Study (Photographis curvey/ Initial site viait report       1       1         9       Ababates (Demolition' ground)       1       38       Excavations/ Eurish ist survey       1       1         10       Andia Photographs       1       1       Historic Photographs       1       1       Archacology       1       1       Archacology       1		Survey Type A			35	Parking Survey		
8       Other Town Parning Applications       9       Absetso (Demolficity ground)       9       Desktop Study/ Photographic survey/ Initial site visit report       9       Absetso (Demolficity ground)       9         10       Aerial Photographs       9       Availa Photographs       9       Noise/Acoustic Survey       9       8         11       Historic Photographs       9       Arcial Rysory       9       Action Survey       9       9         12       Underground Features (Tunnel/Mining/Fracking)       9       Actoriculture (Tred) Survey - Tree Preservation Orders/Clay Shrink- age/ Cay Heave/Hoot Photection Zones Note BS 587 (2012)       9         13       Boundaries / Land Ownership       9       Actoriculture (Tred) Survey - Tree Preservation Orders/Clay Shrink- age/ Cay Heave/Hoot Photection Zones Note BS 587 (2012)       9         14       Land Registry Plin       9       4       Photographic Survey (protected species/ Laroosts/analis/slow worms)       9         15       Ownership Decde/Easements / Coverants       9       4       Fiod Fisk Assessment Survey       4         16       Bights of Light       9       Georderbrinds Survey (protected species/	7	PTAL (Public Transport Accessibility Level) Rating			36	Archaeology		
9       Asbastos (Domoitition' ground)       Image: Asbastos (Domoitition' ground)	8	Other Town Planning Applications			37	Desktop Study/ Photographic survey/ Initial site visit report		
10       Aerial Photographs       39       Noise/Acoustic Survey       1       1       1         11       Historic Photographs       1       Ador Quality Survey       1 <t< td=""><td>9</td><td>Asbestos (Demolition/ ground)</td><td></td><td></td><td>38</td><td>Excavations/ Burial site survey</td><td></td><td></td></t<>	9	Asbestos (Demolition/ ground)			38	Excavations/ Burial site survey		
11       Histoic Photographs       Image: Charles (Tunnel/Mining/Fracking)       Image: Charles (Tunnel/Mining/Frackin	10	Aerial Photographs			39	Noise/Acoustic Survey		
12       Underground Features (Tunnel/Mining/Fracking)       Image: Card Covnership       Image: Card Covnership <t< td=""><td>11</td><td>Historic Photographs</td><td></td><td></td><td>40</td><td>Air Quality Survey</td><td></td><td></td></t<>	11	Historic Photographs			40	Air Quality Survey		
13       Boundaries / Land Ownership       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones Note: ES SS3 / (2012)       Image / Cay HeavoHoot HoteCton Zones / (2012)       Image / (2012)       Image / Cay HeavoHoot HoteCton Zones / (2012)       Image / (2012)       Image / (2012)       Image	12	Underground Features (Tunnel/Mining/Fracking)			41	Arboriculture (Tree) Survey – Tree Preservation Orders/Clay Shrink-		
14       Land Registry Plan       Image: Comparison of Comparison	13	Boundaries / Land Ownership		-	10	age/ Clay Heave/Root Protection Zones Note: BS 5837 (2012)		
15       Ownership Deeds/Easements /Covenants       Image: Covenants	14	Land Registry Plan			42	Ecological Survey (protected species/ bat roosts/snails/slow worms)		
16       Rights of Way       Image: Conservation Areas	15	Ownership Deeds/Easements /Covenants			43	Environmental Assessment Survey		
17Party Wall MattersImage: Constraint of Constraint	16	Rights of Way			44	Flood Risk Assessment		
18       Rights of Light       Indextoric Lig	17	Party Wall Matters			45	Geotechnical Survey (bore holes/trial pits- existing features		
19Listed Building – Historic England Listing Description6Contamination (Pathogens/Anthrax/ VOC's/Radon/Methane)620Local Development Framework647Lead Paint Survey6621Land Use Zones648Unexploded Ordnance (UXO) Report6622Conservation Areas6049Quality of incoming water6623View Corridors to Landmarks6050COMAH Regs 20156651*Other relevant Survey Information6666624Height Restrictions666666625National Parks666666666666	18	Rights of Light				and foundations)		
20Local Development FrameworkImage: Conservation AreasImage: Cons	19	Listed Building – Historic England Listing Description			46	Contamination (Pathogens/Anthrax/ VOC's/Radon/Methane)		
21Land Use ZonesImage: Conservation AreasImage: Conservation Area	20	Local Development Framework			47	Lead Paint Survey		
22       Conservation Areas       49       Quality of incoming water       60         23       View Corridors to Landmarks       60       COMAH Regs 2015       60       COMAH Regs 2015       60       60       61       70 <t< td=""><td>21</td><td>Land Use Zones</td><td></td><td></td><td>48</td><td>Unexploded Ordnance (UXO) Report</td><td></td><td></td></t<>	21	Land Use Zones			48	Unexploded Ordnance (UXO) Report		
23     View Corridors to Landmarks     50     COMAH Regs 2015     51       24     Height Restrictions     51     *Other relevant Survey Information     51       25     National Parks     50     COMAH Regs 2015     51	22	Conservation Areas			49	Quality of incoming water		
24     Height Restrictions       25     National Parks	23	View Corridors to Landmarks			50	COMAH Regs 2015 *Other relevant Survey Information		
25 National Parks	24	Height Restrictions						
	25	National Parks						

#### Status Key

Information required Requested surveys Information received **Note** - This survey tracker is for reference purposes only and should not be considered as a record of survey information or revisions. Responsibility sits with relevant consultants for advising the client of surveys required to carry out their design services and for keeping an up-to-date record of latest survey information. \* This list is not necessarily comprehensive

Project: 00000 Name of Project		Date: XX Month Year	Design Stage: Workstage (Name)	Revision No: 123	
Team Consultees	Client	Architect	Struct. Engineer	Services Eng.	
Others	PM	P. Designer	Facade	Cost Consultant	
	Int. Des	Fire Eng.	Acoustic	Lighting Design	

P. Contractor	
Facade Access	
Others	

2.0 Site Investigation and Surveys Data Tracker (CDM2) • Project: 00000 • XX Month Year

Ref	Item	Action Owner/Notes	
			Status

Project: 00000 Name of	Project	Date: XX Mont	th Year	Design Stage: W	orkstage (Name)	Revision No: 123		
Team Consultees	Client	Architect		Struct. Engineer		Services Eng.	P. Contractor	
Others	PM	P. Designer		Facade		Cost Consultant	Facade Access	
	Int. Des	Fire Eng.		Acoustic		Lighting Design	Others	



### 1.0 Project CDM Strategy Brief - Project Team Timeline (CDM1a)



**RIBA** Plan of Works

NOTE:-All stakeholders, appointment and contract periods to be adjusted to suit the project strategy.

Project: 00000 Name of	Project	Date: XX Month Year	Design Stage: Workstage (Name)	Revision No: 123	
Team Consultees	Client	Architect	Struct. Engineer	Services Eng.	P. Contractor
Others	PM	P. Designer	Facade	Cost Consultant	Facade Access
	Int. Des	Fire Eng.	Acoustic	Lighting Design	Others

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-	out		

## 3.0 Schedule of Significant CDM Issues (CDM3)

Significant Risk/ Issue	Significant CDM Issues/ Description of Significant Risk* Generic issues to be avoided	Mitigation, Control Measures or further information 'So far as in reasonably practicable' (SFARP)	Design Issues Owner & Status	H&S file
No.			Not tolerable Ongoing Tolerable	~
	-	-		
1.0	<b>Site Environs and Site Establishment Strategy</b> (incl. local features, transport corridors, pedestrian flow, welfare provisions, vehicular access, site storage, unloading, cranage etc)	(Brief Information to be added as an executive summary. Details to be added in CDM 4)		
			Action Owner	
				<ul><li>✓</li></ul>
2.0	Site Enabling Strategy (incl. demolitions, de-contamination, remediation, temp. works etc.)			
				$\checkmark$
3.0	<b>Existing Building and Services Strategy</b> (incl. above and below ground features, adjoining properties, party wall issues etc)			
4.0	Structural Works Strategy (incl. permanent, temporary & demolition requirements)			
5.0	Heavy Component Movement Strategy (incl. large, heavy and awkward components, method of vertical and horizontal movement for delivery storage & placement)			
6.0	<b>Off-site &amp; On-site manufacturing and assembly strategy</b> (incl. prefabricated, modular, hand installed etc)			

\* Significant risks not necessarily those that involve the greatest risks, but those (including health risks) that are not likely to be obvious, are unusual, or likely to be difficult to manage effectively (Ref. CDM 2015 L153).

Project: 00000 Name of	Project	Date: XX Mon	th Year	Design Stage: W	orkstage (Name)	Revision No: 123		
Team Consultees	Client	Architect		Struct. Engineer		Services Eng.	P. Contractor	
Others	PM	P. Designer		Facade		Cost Consultant	Facade Access	
	Int. Des	Fire Eng.		Acoustic		Lighting Design	Others	

3.0 Schedule of	Significant CDM Issues (CDM3) • Project: 00000 • XX Month Year			
Significant Risk/ Issue No.	Significant CDM Issues/ Description of Significant Risk * Generic issues to be avoided	Mitigation, Control Measures or further information 'So far as in reasonably practicable' (SFARP)	Design Issues Owner & Status Not tolerable Ongoing Tolerable	H&S file ✓
7.0	Safe working at height strategies (e.g. significant roof access, high ceilings, etc.)			
8.0	Health Strategy (eg: excessive, dust, MSD, HAV, noise minimisation etc.)			
				-
9.0	Plant & Services design and installation strategy (e.g. location and construction issues)			
10.0	Plant Replacement strategy (e.g. future access issues)			
11.0	Plant plantrooms services + riser access and Maintenance strategy			
12.0	Facade access, window cleaning and glass replacement strategy			
13.0	Phasing strategy (e.g. site, construction, occupation, etc.)			
44.0				
14.0	Miscellaneous issues (e.g. landscaping, wellbeing, Workplace Regulations etc.)			
15.0	Quality Control Client monitoring Clark of Works, 2rd Party Cortification			
16.0	Fire Strategy (incl. Building Regs. Compartmentation & Fire Stepping)			
10.0	The Graceyy (mol. Duliding negs, Compartmentation & File Stopping)			

\* Significant risks not necessarily those that involve the greatest risks, but those (including health risks) that are not likely to be obvious, are unusual, or likely to be difficult to manage effectively (Ref. CDM 2015 L153).

Project: 00000 Name of	Project	Date: XX Mont	th Year	Design Stage: W	orkstage (Name)	Revision No: 123		
Team Consultees	Client	Architect		Struct. Engineer		Services Eng.	P. Contractor	
Others	PM	P. Designer		Facade		Cost Consultant	Facade Access	
	Int. Des	Fire Eng.		Acoustic		Lighting Design	Others	

## 4.0 CDM Analysis and Option Matrix (CDM4)





Project: 00000 Name of	Project	Date: XX Mon	th Year	Design Stage: W	orkstage (Name)	Revision No: 123		
Team Consultees	Client	Architect		Struct. Engineer		Services Eng.	P. Contractor	
Others	PM	P. Designer		Facade		Cost Consultant	Facade Access	
	Int. Des	Fire Eng.		Acoustic		Lighting Design	Others	

ign Control Methods comments, Guidance for e Actions etc	Design Risk Owner& Status Not tolerable Ongoing Tolerable	H&S file ✓
a <u>Site compound and</u> fare location ositioning of welfare facilities be required by the contractor ng main building and land- be works.	Client	
b Access to surrounding perties ess during works will need e maintained. Hoarding line e positioned to enable safe ess, and escape from, bunding properties. High chinese shop moving into west of site. strategy to be add with leaseholders	Client	
c Temporary escape ites e maintained across site for ape from surrounding prop- is. Design n to consider fire safety uirements.	Client	
KEY Denotes indic arround listed Compound po Welfare possib	ative hoarding lin building. ossible location ble location	e

-	•

KEY
Denotes indicative hoarding line
arround listed building.
Compound possible location
Welfare possible location
Denotes indicative hoarding line.
Existing pedestrian crossing points.
Vehicular/Pedestrian routes to be
maintained during works.
Proposed pedestrian/vehicular
routes within hoarding boundary.
Proposed additonal pedestrian
routes.



Project: 00000 Name of Project		Date: XX Month Year	Design Stage: Workstage (Name)	Revision No: 123		
Team Consultees	Client	Architect	Struct. Engineer	Services Eng.	P. Contractor	
Others	PM	P. Designer	Facade	Cost Consultant	Facade Access	
	Int. Des	Fire Eng.	Acoustic	Lighting Design	Others	

esign Control Methods ief comments, Guidance for ture Actions etc	Design Risk Owner & Status Not tolerable Ongoing Tolerable	H&S file ✓
1.a The escape staircase to be tained throughout demolition nd proposed works providing a afe escape route in case of fire, r the adjacent buildings to the reet.	PC	
2.b The existing UKPN substa- on to be decommissioned and emolished.	Client/ PC	
3.c The proposed are two KPN sustations 1. to provide ervices to the new proposed arrington street building to provide services to external remises. ccess and maintences to both KPN substation to be agreed and included in H&S file.	Client	
4.d The structural stability of e walls to be retained should e established with structural nginners.	Struct Eng	
ey a - Staircase to be re b - Existing UKPN su c - Proposed two Uk d - Retained walls.	etained. Ibstation. (PN substations	5.



Project: 00000 Name of	Project	Date: XX Mon	th Year	Design Stage: W	/orkstage (Name)	Revision No: 123	
Team Consultees	Client	Architect		Struct. Engineer		Services Eng.	
Others	PM	P. Designer		Facade		Cost Consultant	
	Int. Des	Fire Eng.		Acoustic		Lighting Design	

esign Control Methods rief comments, Guidance for ture Actions etc	Design Risk Owner& Status Not tolerable Ongoing Tolerable	H&S file ✓
1.a <b>Utility surveys</b> Utility surveys have been arried out during Stage 2-3, cluding desk studies, below rade detection surveys, stake- older consultation and trial pits. hase 2 diversion proposals ow underway Coordination required with all takeholders to ensure contin- ed operation and protection of nese assets Contractor to devise a safe ystem of work to include ad- tional searches/survey where formation is incomplete or conclusive. All services uncov- red are to be labelled clearly Refer to Appendix 5.6 HM - ombined Services for Enabling /orks	Enabling works contractor	
2.b <b>Gas</b> Cadent Gas are the gas net- ork operator in the area 16" cast iron main runs irough Eldon St, Finsbury venue and Finsbury Avenue quare; to be relaid in PE and wered along Eldon Street. rst phase of works currently inderway 2no. smaller PE gas mains run ast to west along the northern erimeter of 1BG; to be rerouted Gas mains require detailed ionitoring throughout demoli- on, piling and temporary works, cluding site monitoring of round vibration.	Enabling works contractor	
3.c		

P. Contractor	
Facade Access	
Others	



Project: 00000 Name of Project		Date: XX Month Year		Design Stage: Workstage (Name)		Revision No: 123				
Team Consultees	Client		Architect		Struct. Engineer		Services Eng.		P. Contractor	
Others	PM		P. Designer		Facade		Cost Consultant		Facade Access	
	Int. Des		Fire Eng.		Acoustic		Lighting Design		Others	

esign Control Methods ief comments, Guidance for ture Actions etc	Design Risk Owner& Status Not tolerable Ongoing Tolerable	H&S file
1.a Due to underground onstrains piling is only possible very few specific locations on te.	Note	
2.b Piling in a close proximity LUL assests.		
3.c North portion of the ex- ting basement to be retained. ew raft on top of existing raft. urvey of the existing basement quired. Survey received.		
4.d North portion of the ex- ting basement to be retained. ew raft on top of existing raft. urvey of the existing basement quired. Survey received.		
4.e Test pile required to prove e methodology to LUL.		





Project: 00000 Name of	Project	Date: XX Mont	th Year	Design Stage: W	/orkstage (Name)	Revision No: 123	
Team Consultees	Client	Architect		Struct. Engineer		Services Eng.	
Others	PM	P. Designer		Facade		Cost Consultant	
	Int. Des	Fire Eng.		Acoustic		Lighting Design	

esign Control Methods rief comments, Guidance for ture Actions etc	Design Risk Owner& Status Not tolerable Ongoing Tolerable	H&S file ✓
1.a Heavy movement: the removal strategy is to be greed. This includes heavy move- tent. the refurbishment and storage totation is to be agreed. This may the site or off site, which will then equire transport.	Client/ PC	
2.b. The refurbishment and stor- ge location is to be agreed. This lay on site or off site, which will len require transport.	Client/ PC	
3.c. The replacement strategy f existing refurbished panels and ew panels is to be agreed.	Client	
4.d		
ic.		

P. Contractor	
Facade Access	
Others	





Project: 00000 Name of Project		Date: XX Month Year	Design Stage: Workstage (Name)	Revision No: 123		
Team Consultees	Client	Architect	Struct. Engineer	Services Eng.	P. Contractor	
Others	PM	P. Designer	Facade	Cost Consultant	Facade Access	
	Int. Des	Fire Eng.	Acoustic	Lighting Design	Others	

esign Control Methods rief comments, Guidance for ture Actions etc	Design Risk Owner& Status Not tolerable Ongoing Tolerable	H&S file
2.a utting of paving slabs to be inimised on site, by using units hich are already factory-cut to ne required sizes. /here further cutting is required. ontractor to consider whether nis could take place off site, r whether there is potential to clude a cutting booth with suit- ole ventilation to reduce the risk f dust related injuries. Contrac- or to produce RAMS.	PC	
2.b		
3.c		
4.d		



Project: 00000 Name of	Project	Date: XX Mont	th Year	Design Stage: W	/orkstage (Name)	Revision No: 123	
Team Consultees	Client	Architect		Struct. Engineer		Services Eng.	
Others	PM	P. Designer		Facade		Cost Consultant	
	Int. Des	Fire Eng.		Acoustic		Lighting Design	

esign Control Methods rief comments, Guidance for ture Actions etc	Design Risk Owner& Status Not tolerable Ongoing Tolerable	H&S file ✓			
1.a	Action Owner				
2.b					
3.c					
4 d					
4.u					
c.					

P. Contractor	
Facade Access	
Others	





Project: 00000 Name of	Project	Date: XX Month Year	Design Stage: Workstage (Name)	Revision No: 123
Team Consultees	Client	Architect	Struct. Engineer	Services Eng.
Others	PM	P. Designer	Facade	Cost Consultant
	Int. Des	Fire Eng.	Acoustic	Lighting Design

esign Control Methods rief comments, Guidance for ture Actions etc	Design Risk Owner& Status Not tolerable Ongoing Tolerable	H&S file ✓		
1.a 4.3: Disruption and access oise, vibration and disturbance om construction works to eighbours to be considered uring construction works. xisting properties to be main- ined during demolition work.	PC			
2.b				
3.c				
4.d				

P. Contractor	
Facade Access	
Others	



Project: 00000 Name of	Project	Date: XX Month Year	Design Stage: Workstage (Name)	Revision No: 123	
Team Consultees	Client	Architect	Struct. Engineer	Services Eng.	P. Contractor
Others	PM	P. Designer	Facade	Cost Consultant	Facade Access
	Int. Des	Fire Eng.	Acoustic	Lighting Design	Others

Design Risk Owner& Status Not tolerable Ongoing Tolerable	H&S file ✓
Action Owner	
	Design Risk Owner& Status         Not tolerable Ongoing Tolerable         Action Owner



Project: 00000 Name of Project		Date: XX Month Year	Design Stage: Workstage (Name)	Revision No: 123	
Team Consultees	Client	Architect	Struct. Engineer	Services Eng.	P. Contractor
Others	PM	P. Designer	Facade	Cost Consultant	Facade Access
	Int. Des	Fire Eng.	Acoustic	Lighting Design	Others

n Control Methods omments, Guidance for Actions etc	Design Risk Owner& Status Not tolerable Ongoing Tolerable	H&S file
Basement 02 Plant y smaller plant replacement can be transported via the s lifts at Gyratory level directly to Basement 02 there pieces will need to be ad down to B2 through a hatch loading bay. Opening approx x This opening will be secured atic lift out panels when not ble. Lifting beam above with clear height idors in B2 to be appropriately The plant installation / replace- strategy report will y the key access routes for replacement to review that adequate space en columns and access zones and are provided or to Appendix 5.4 HM - her's Health & Safety Risk sment Report.	ΗM	✓
<b>Basement 01 Plant</b> t in Basement 01 can only be ed through the goods lifts at ony so larger plant will need to helised or stripped down as sary south west pump room is to viced through the offi ce cycle or to Appendix 5.4 HM - her's Health & Safety Risk sment Report	ΗM	✓

Significant	Significant CDM Issues identified visually	
CDM Risk*	1. Eliminate or avoid Risks (during early design stages) SFARP (so far as reasonably practicable).	E
Issues	2. Reduce or minimise Risks (during all design stages and include a safety system of work) ALARP (as low as reasonably practicable).	f
Ref No:	3. Provide further information with the design e.g. Residual Risks, Specialist Design Issues, Client FM input etc.	
	4. Track action owner and status	



Project: 00000 Name of Project		Date: XX Month Year	Design Stage: Workstage (Name)	Revision No: 123		
Team Consultees	Client	Architect	Struct. Engineer	Services Eng.	P. Contractor	
Others	PM	P. Designer	Facade	Cost Consultant	Facade Access	
	Int. Des	Fire Eng.	Acoustic	Lighting Design	Others	

esign Control Methods rief comments, Guidance for ture Actions etc Nor 1.1.a ccess Some risers through west and ast cores will require regular ccess. Where facing onto the puble height offi ce reception reas a solution to access uese through the cardboard libe feature lining is required The east reception is located pove the waste store which for aterproofi ng reasons will not e accessible at gyratory level. his means access is currently ustricted from L01-B1 Option 1; emountable cardboard tubes ted to backing panel. Tubes to be robust enough to handle eing demounted by operatives ption 2; adders installed within risers. perative can access riser at vel above / below and climb rrough. Space restrictions take this option less feasible. lansafe required.	ign Risk ner& Status tolerable Ongoing Tolerable	H&S file ✓
1.1.a ccess Some risers through west and ast cores will require regular ccess. Where facing onto the puble height offi ce reception reas a solution to access rese through the cardboard be feature lining is required The east reception is located pove the waste store which for aterproofi ng reasons will not e accessible at gyratory level. his means access is currently stricted from L01-B1 Option 1; emountable cardboard tubes ted to backing panel. Tubes to be robust enough to handle eing demounted by operatives ption 2; adders installed within risers. perative can access riser at vel above / below and climb rough. Space restrictions ake this option less feasible. ansafe required.		
		•
1.2.b		

100

South West view

- !

South Elevation

BMU-A

11

South East view

West Elevation



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APRIL S -----

State 1

5-See. S--- 1

See.

East view

Project: 00000 Name of Project		Date: XX Month Year         Design Stage: Workstage (Name)         Re		Revision No: 123					
Team Consultees	Client		Architect	Struct. Engineer		Services Eng.		P. Contractor	
Others	PM		P. Designer	Facade		Cost Consultant		Facade Access	
	Int. Des		Fire Eng.	Acoustic		Lighting Design		Others	

HO

2

North West view

North Elevation

East Elevation

00 -

<b>Design Control Methods</b> Brief comments, Guidance for future Actions etc	Design Risk Owner & Status Not tolerable Ongoing Tolerable	H&S file
<ul> <li>12.1.a Maintenance - Long</li> <li>Pole</li> <li>All other areas will be accessed directly from terraces or the ground</li> <li>This will require 12m long pole access for cleaning</li> </ul>	Action Owner	✓
<ul> <li>12.2.b <b>Operation time</b></li> <li>The surrounds will be busy with pedestrian activity; where possible access times to be considered to avoid disruption. Building Manager to arrange facade access/maintenance</li> <li>Restricted zones below BMU cradle, MEWP or workers with long pole to be set up</li> </ul>	Client/ FM	✓
<ul> <li>12.3.c <u>Glass replacement</u></li> <li>Various options for glass replacement currently being explored</li> <li>12.4.d</li> </ul>	AHMM	✓
Key - Facade Access         BMU location         Access via BMU-A         Access via BMU-B         Access via MEWP         Access from terraces         Access direct from ground	<b>&amp; Maintenan</b>	ce





Project: 00000 Name of Project		Date: XX Month Year		Design Stage: W	orkstage (Name)	Revision No: 123		
Team Consultees	Client		Architect		Struct. Engineer		Services Eng.	
Others	PM		P. Designer		Facade		Cost Consultant	
	Int. Des		Fire Eng.		Acoustic		Lighting Design	

n Control Methods omments, Guidance for Actions etc	Design Risk Owner& Status Not tolerable Ongoing Tolerable	H&S file ✓
a <b>Phasing of Construction</b> o the left shows the proposed ruction phasing diagram for the ne.	Client	
<u>1) Building A</u> g A would be first in the construction ice in order to enable Budgens to py their space for business operation earliest convenience (18months after ton works)		
<u>2) Building C</u> Ig C should be next, as the cinema c t to also enable business operation ence at the earliest convenience.		
3) Building D substation 3) Building D substation bstation to be housed by Building D need to be installed at the earliest need to power aspects of the adjacent		
<u>4) Building B</u> 5) Building D		

P. Contractor	
Facade Access	
Others	

Significant	Significant CDM Issues identified visually	D
CDM Risk*	1. Eliminate or avoid Risks (during early design stages) SFARP (so far as reasonably practicable).	B
Issues	2. Reduce or minimise Risks (during all design stages and include a safety system of work) ALARP (as low as reasonably practicable).	fu
Ref No:	3. Provide further information with the design e.g. Residual Risks, Specialist Design Issues, Client FM input etc.	
	4. Track action owner and status	



Project: 00000 Name of Project		Date: XX Month Year		Design Stage: Workstage (Name)		Revision No: 123				
Team Consultees	Client		Architect		Struct. Engineer		Services Eng.		P. Contractor	
Others	PM		P. Designer		Facade		Cost Consultant		Facade Access	
	Int. Des		Fire Eng.		Acoustic		Lighting Design		Others	

Design Risk Owner& Status Not tolerable Ongoing Tolerable	H&S file
Sweco	
Sweco	
Sweco	
Sweco	
	Design Risk Owner& Status   Not tolerable   Ongoing   Tolerable     Sweco     Sweco     Sweco

4.0 CDM Analys	sis and Option Matrix (CDM4) • Project: 00000 • XX Month Year			
Significant CDM Risk* Issues Ref No:	<ul> <li>Significant CDM Issues identified visually</li> <li>1. Eliminate or avoid Risks (during early design stages) SFARP (so far as reasonably practicable).</li> <li>2. Reduce or minimise Risks (during all design stages and include a safety system of work) ALARP (as low as reasonably practicable).</li> <li>3. Provide further information with the design e.g. Residual Risks, Specialist Design Issues, Client FM input etc.</li> <li>4. Track action owner and status</li> </ul>	Design Control Methods Brief comments, Guidance for future Actions etc	Design Risk Owner& Status Not tolerable Ongoing Tolerable	H&S file
15.0		15.1.a		
	(Insert Drawings / Images / Photos / Sketches / Annotations)	_	Action Owner	
		15.2.b		
		15.3.0		
		10.0.0		
		15.4.d		
		etc.		

Project: 00000 Name of Project		Date: XX Month Year         Design Stage: Workstage (Name)         Re		Revision No: 123					
Team Consultees	Client		Architect	Struct. Engineer		Services Eng.		P. Contractor	
Others	PM		P. Designer	Facade		Cost Consultant		Facade Access	
	Int. Des		Fire Eng.	Acoustic		Lighting Design		Others	

## 5.0 Health & Safety File (CDM5)

#### **Content Guidance**

The file must contain information about the current project likely to be needed to ensure health and safety during any subsequent work, such as maintenance, cleaning, refurbishment or demolition. The file should NOT include things that will be of no help when planning future construction work such as preconstruction information, the construction phase plan, contractual documents, safety method statements etc. Information must be in a convenient form, clear, concise and easily understandable.

### **If Principal Designer**

The principal designer must prepare the health & safety file. But this is primarily a coordination role and the PD must expect the cooperation of the rest of the project team including the Principal Contractor and the Client team. This is to ensure that the structure and content are agreed early and who should provide the relevant information and to what programme. Progress of the file should commence from start on site and be checked regularly at Design Team and Progress meetings using this tracker or other suitable means.

#### If Designer

Where it is not possible to eliminate health and safety risks when preparing or modifying designs, designers must ensure appropriate information is included in the health and safety file about the reasonably practicable steps they have taken to reduce or control those risks.

Content	Notes / Comments /Action required	Completed 🗸
(Ref. CDM 2015 - L153 Appendix 4)		Required X
1. Brief description of work carried out	AHMM to provide	$\checkmark$
2. Any hazards that have not been eliminated	All	X
3. Key structural principles	Structural Engineer to provide	
4. Hazardous material used	All	
5. Information regarding the removal or dismantling of installed plant and equipment	Services Engineer to provide	
6. Information about equipment provided for cleaning or maintaining the structure	All	
7. The nature, location and markings of significant services	Services Engineer to provide	
8. Information and as-built drawings of the building, its plant and equipment	Last Contract / Construction issue	
9. Project specific additional information	e.g. Fire Strategy information	

Project: 00000 Name of Project		Date: XX Month Year	Design Stage: Workstage (Name)	Revision No: 123	
Team Consultees	Client	Architect	Struct. Engineer	Services Eng.	P. Contractor
Others	PM	P. Designer	Facade	Cost Consultant	Facade Access
	Int. Des	Fire Eng.	Acoustic	Lighting Design	Others

### 6.0 Design Risk Management - CDM Procedures for Project Teams (CDM6)

De	esign			Pre-Construction	All Design Phases	
Phases						Construc
RI	BA Stages	0 1 2 3	1 2 3 4	1 2 3 4	0 1 2 3 4 5 6	0 1 2 3 4
	ACTIONS	IDENTIFY	QUANTIFY	CLARIFY	NOTIFY	MODIFY
A	Procedures to Action	CDM Strategy Brief Identify the Strategic CDM issues, scope briefing, timescales, team appointments, client H&S adviser, lead contacts, etc CDM1	With Client initiate additional sur- veys of site and existing buildings and surroundings. Use CDM2 initially as aide-memoire. Design concept being developed in drawings & stage reports	Capture all <b>foreseeable significant</b> site and design CDM strategic builda- bility, & maintainability issues in relation to <b>other important design risk &amp;</b> <b>reward/ benefit factors CDM4</b>	Keep project team informed of survey & design development information and actions required. <b>CDM2</b> Check client has issued the <b>F10</b> to HSE as early as reasonable before construc- tion starts	Project Team to advise or their discipline and discus fects the whole project at and update drawings
	nt	Initial Key Issues	Selection of Key Issues	Review & Discuss	Regular Updates	Change Cor
В	Agree Significa CDM Issues	Collate relevant, significant, foresee- able CDM Issues from existing H&S File, site surveys CDM2, early design & construction risks. CDM3 Check Particular Risks Schedule 3 L153	Add all new Relevant Survey infor- mation into Tracker template CDM2, and add Significant CDM design issues, (not generic normal issues) CDM3 Multi-factorial / dimensional issues only	Review & discuss complexity of each "Significant issue" with <b>other issues</b> by team input and discussion at meetings. <b>Agree Tolerability of Risks CDM4</b>	Version control of changes to design information ; important to focus on key issues. Highlight changes eg. Use coloured text. All CDMs	As scheme develops it wil issues change. This needs to be manage Contractor input also requ <b>Project change notices</b> <b>Update Strategy Brief C</b>
		Visually on Drawings	Visual Highlighting	CDM Analysis visually	Track Significant Issues	Visual Commun
С	Analysis & Communication	Identify "issues" by hand on <b>GA's</b> , sketches or capture in early BIM model. Use collaborative workshop methods with full project team	Show "issues" on drawings Cross relate site issues to survey tracker. CDM2	Inc. drawings, sketches & photos of <b>buildability</b> into CDM Analysis <b>CDM4</b> All multi-dimensional issues to be considered in full project context <b>NOT</b> just Health & Safety.	Use a simple risk register tracking document to form an index & summary of the Analysis documentation. Referenced to drawings/GA's with symbols. <b>CDM3 &amp; GA's</b>	All CDM document to be team and displayed on vis screens at meetings to fac discussion on changes. P
		Nº. Significant Issues	Concept Schedule	Capture Analysis	Issue CDM Analysis	CDM Analysis u
D	Recording & Templates	Number the Significant site & design issues in BIM or by hand on sketches or drawings and develop the Significant CDM Issues Schedule CDM3	Capture a simple list of "issues" for team discussion, location and quantification. Eg. use <b>HARI Checklist</b> , IOSH Toolkit, or HSE RAG lists. <b>CDM3</b> <b>Avoid normal routine construction</b> <b>risks</b> .	Use CDM Analysis and Options Matrix to <b>capture complexity</b> , options, proposed solutions, notes and actions. Also a future record of key decisions. <b>CDM4</b>	Full CDM document to be issued to all Design Team on a regular basis as updated from workshops or meetings. All CDMs 1-6 All team members to respond where they are action owners. All	Changes and design dever issues to be recorded in S <b>CDM3</b> and Analysis upda & issued by PD. Contractor also be reviewed.
D	ss Recording & Templates	Number the Significant site & design issues in BIM or by hand on sketches or drawings and develop the Significant CDM Issues Schedule CDM3 Agree resources	Capture a simple list of "issues" for team discussion, location and quantification. Eg. use <b>HARI Checklist</b> , IOSH Toolkit, or HSE RAG lists. <b>CDM3</b> <b>Avoid normal routine construction</b> <b>risks.</b> <b>Focus on Key issues</b>	Use CDM Analysis and Options Matrix to capture complexity, options, proposed solutions, notes and actions. Also a future record of key decisions. CDM4 Regular CDM reviews	Full CDM document to be issued to all Design Team on a regular basis as updated from workshops or meetings. All CDMs 1-6 All team members to respond where they are action owners. All CDM Meetings Output	Changes and design deve issues to be recorded in S CDM3 and Analysis upda & issued by PD. Contractor also be reviewed. Feedback cha
E	Agree Time, Fees Recording & & Meetings Templates	Number the Significant site & design issues in BIM or by hand on sketches or drawings and develop the Significant CDM Issues Schedule CDM3 Agree resources CDM Fees to be clear in the appoint- ment, inc. reviews, Client & project meet- ings, Gateways, workstages. PD Fee Proposal & client awareness letter Client to appoint PD & all consultants	Capture a simple list of "issues" for team discussion, location and quantification. Eg. use HARI Checklist, IOSH Toolkit, or HSE RAG lists. CDM3 Avoid normal routine construction risks. Focus on Key issues Apply Principles of Prevention as App. 1 (L153). RAG tolerability status to be attributed to each issue in CDM Risk Register. CDM3 Consider issues proportionately as qualified by SFARP.	Use CDM Analysis and Options Matrix to capture complexity, options, proposed solutions, notes and actions. Also a future record of key decisions. CDM4 Regular CDM reviews Discuss Key issues at DTM's Hold CDM catch-ups & reviews when necessary using screens, documents & trackers. All CDM's	Full CDM document to be issued to all Design Team on a regular basis as updated from workshops or meetings. All CDMs 1-6 All team members to respond where they are action owners. All CDM Meetings Output CDM discussion to be captured in minutes of meetings, sketches or anno- tated drawings. Visual display screens to be used to display complex CDM4 Analysis.	Changes and design developments to be recorded in S CDM3 and Analysis upda & issued by PD. Contractor also be reviewed. Feedback char Any changes, discovery of ments to be fed back from team to modify drawings, analysis. All CDMs
E	e Agree Time, Fees Recording & & Meetings Templates	Number the Significant site & design issues in BIM or by hand on sketches or drawings and develop the Significant CDM Issues Schedule CDM3 Agree resources CDM Fees to be clear in the appoint- ment, inc. reviews, Client & project meet- ings, Gateways, workstages. PD Fee Proposal & client awareness letter Client to appoint PD & all consultants Design team members	Capture a simple list of "issues" for team discussion, location and quantification. Eg. use HARI Checklist, IOSH Toolkit, or HSE RAG lists. CDM3 Avoid normal routine construction risks. Focus on Key issues Apply Principles of Prevention as App. 1 (L153). RAG tolerability status to be attributed to each issue in CDM Risk Register. CDM3 Consider issues proportionately as qualified by SFARP. Design Team Mtg's	Use CDM Analysis and Options Matrix to capture complexity, options, proposed solutions, notes and actions. Also a future record of key decisions. CDM4 Regular CDM reviews Discuss Key issues at DTM's Hold CDM catch-ups & reviews when necessary using screens, documents & trackers. All CDM's Team input	Full CDM document to be issued to all Design Team on a regular basis as updated from workshops or meetings. All CDMs 1-6 All team members to respond where they are action owners. All CDM Meetings Output CDM discussion to be captured in minutes of meetings, sketches or anno- tated drawings. Visual display screens to be used to display complex CDM4 Analysis.	Changes and design developments to be recorded in S CDM3 and Analysis upda & issued by PD. Contractor also be reviewed. Feedback char Any changes, discovery of ments to be fed back from team to modify drawings, analysis. All CDMs All Design Ch
E	CollaborativeAgree Time, FeesRecording &working& MeetingsTemplates	Number the Significant site & design issues in BIM or by hand on sketches or drawings and develop the Significant CDM Issues Schedule CDM3 Agree resources CDM Fees to be clear in the appoint- ment, inc. reviews, Client & project meet- ings, Gateways, workstages. PD Fee Proposal & client awareness letter Client to appoint PD & all consultants Design team members Identify Design Team and hold initial meeting. Issue all CDM strategy information to project team. Request Consultant contributions CDM1, 2, 3	Capture a simple list of "issues" for team discussion, location and quantification. Eg. use HARI Checklist, IOSH Toolkit, or HSE RAG lists. CDM3 Avoid normal routine construction risks. Focus on Key issues Apply Principles of Prevention as App. 1 (L153). RAG tolerability status to be attributed to each issue in CDM Risk Register. CDM3 Consider issues proportionately as qualified by SFARP. Significant CDM issues to be discussed with normal agenda in Design team Meetings and outcomes recorded. DTM notes	Use CDM Analysis and Options Matrix to capture complexity, options, proposed solutions, notes and actions. Also a future record of key decisions. CDM4 Regular CDM reviews Discuss Key issues at DTM's Hold CDM catch-ups & reviews when necessary using screens, documents & trackers. All CDM's Team input Buildability, maintainability & usability? Early specialist engagement is desirable e.g. Contractors & Subcontractors. DTM & Workshop Discussions	Full CDM document to be issued to all Design Team on a regular basis as updated from workshops or meetings. All CDMs 1-6 All team members to respond where they are action owners. All CDM Meetings Output CDM discussion to be captured in minutes of meetings, sketches or anno- tated drawings. Visual display screens to be used to display complex CDM4 Analysis. Team risk analysis All design team members to contribute their significant project CDM issues to PD for inclusion into Analysis. CDM3 & 4	Changes and design dever issues to be recorded in S CDM3 and Analysis upda & issued by PD. Contractor also be reviewed. Feedback char Any changes, discovery of ments to be fed back from team to modify drawings, analysis. All CDMs All Design Changes to be in by designers & PD in upda documentation an coordin All CDMs & Drgs.
E	CollaborativeAgree Time, FeesRecording &working& MeetingsTemplates	Number the Significant site & design issues in BIM or by hand on sketches or drawings and develop the Significant CDM Issues Schedule CDM3 Agree resources CDM Fees to be clear in the appoint- ment, inc. reviews, Client & project meet- ings, Gateways, workstages. PD Fee Proposal & client awareness letter Client to appoint PD & all consultants Design team members Identify Design Team and hold initial meeting. Issue all CDM strategy information to project team. Request Consultant contributions CDM1, 2, 3	Capture a simple list of "issues" for team discussion, location and quantification. Eg. use HARI Checklist, IOSH Toolkit, or HSE RAG lists. CDM3 Avoid normal routine construction risks. Focus on Key issues Apply Principles of Prevention as App. 1 (L153). RAG tolerability status to be attributed to each issue in CDM Risk Register. CDM3 Consider issues proportionately as qualified by SFARP. Significant CDM issues to be discussed with normal agenda in Design team Meetings and outcomes recorded. DTM notes	Use CDM Analysis and Options Matrix to capture complexity, options, proposed solutions, notes and actions. Also a future record of key decisions. CDM4 Regular CDM reviews Discuss Key issues at DTM's Hold CDM catch-ups & reviews when necessary using screens, documents & trackers. All CDM's Team input Buildability, maintainability & usability? Early specialist engagement is desirable e.g. Contractors & Subcontractors. DTM & Workshop Discussions W	Full CDM document to be issued to all Design Team on a regular basis as updated from workshops or meetings. All CDMs 1-6 All team members to respond where they are action owners. All CDM Meetings Output CDM discussion to be captured in minutes of meetings, sketches or anno- tated drawings. Visual display screens to be used to display complex CDM4 Analysis. Team risk analysis All design team members to contribute their significant project CDM issues to PD for inclusion into Analysis. CDM3 & 4	Changes and design deversion of the second o

CDM1- CDM Strategy Brief • CDM2 - Survey Tracker • CDM3 - Schedule of Significant issues • CDM4 - CDM Analysis & Options • CDM5 - H&S File Tracker & Document Format Red Text - Denotes Actions PCI - Pre-Construction (Design) Information L153 - CDM 2015 Regs & Guidance \*Project Team - includes Client, PM, Consultants and Contractors

ction Design Phase 4 5 6 5 6 7 DELIVER At Tender stage Issue (PCI) Full CDM n changes from s how this af-Document DTM's, CDM4 At Start on Site commence H&S File CDM5 At Completion stage Issue Full Health & Safety File CDM5 ntrol Information Flow ill evolve and Update CDM Document Produce comprehensible ed by PD. information at each stage, especially uired. major workstage gateways. s. CDM1 nication Visual Risk Pathways Refer to CDM Analysis for design rationcirculated to sual display ale before making changes especially if Value Engineering. acilitate informed PCI- All CDMs CDM3 & 4 with drawings updates Annotate Drawings elopment All remaining significant issues are Schedule referenced and noted on project ated CDM4. drawings. Develop Analysis document **CDM4** if more detailed analysis is tor changes to required. anges H & S File Tracker r develop-From the Start on Site the compilation of h and to each the H & S File needs to be commenced. reports and Use Template CDM5. Health & Safety File anges All team members to contribute to implemented lates to CDM H&S File document during design and nated drawings. construction stages as Appx. 4 (L153) Pre-handover. **CDM5** Ζ



Use these boxes on smaller or simpler projects

## 7.0 CDM Health Issues Matrix (CDM7)



Project: 00000 Name of Project		Date: XX Month Year		Design Stage: Workstage (Name)		Revision No: 123			
Team Consultees	Client	Architect	AHMM	Struct. Engineer		Services Eng.		P. Contractor	
Others	PM	P. Designer		Facade		Cost Consultant		Facade Access	
	Int. Des	Fire Eng.		Acoustic		Lighting Design		Others	

		Design Risk Action & Status Not tolerable Ongoing Tolerable
n	Further Information	
ct and isation	HSE Research Report	Action Owner
ods	(man holding back image)	
s may large		
pment cutting	HSE Research Report RR878 -Respiratory issue report	Action Owner
	HSE Research Report RR878 -Respiratory issue report	Action Owner

#### Ref Significant CDM Issues identified visually (BUT only Health issues that are not normal, generic, routine, or trade specialist related)

No: 1. Eliminate or avoid Risks (during early design stages) SFARP (so far as reasonably practicable).

2. Reduce or minimise Risks (during all design stages and include a safety system of work) ALARP (as low as reasonably practicable).

**3.** Provide further information with the design e.g. Residual Risks, Specialist Design Issues, Client FM input etc.

4. Track action owner and status

#### **Design Mitigation Methods**

BLOO	CK PAVIORS	Type of Risk	People affected	Eliminate or use	Option 1	Option 2	Option 3	Project Information
				Eliminate				
			-	X				-
				or				
				Use				
				$\checkmark$				

Project: 00000 Name of Project		Date: XX Month Year	Design Stage: Workstage (Na	me) Revision No:	Revision No: 123			
Team Consultees	Client		Architect	Struct. Engineer	Services Eng		P. Contractor	
Others	PM		P. Designer	Facade	Cost Consult	nt	Facade Access	
	Int. Des		Fire Eng.	Acoustic	Lighting Desi	n	Others	

		Design Risk Action & Status Not tolerable Ongoing Tolerable
on	Further Information	
		Action Owner

# Appendix A **Particular Risks**

The miscellaneous other 'Significant CDM issues' should consider the following extract from L153 Schedule 3 Regulation 12(2):

Pa	rticular Risks *	Notes / Comments /	Included	$\checkmark$
		Action required	Excluded	X
1.	Work which puts workers at risk of burial under earth falls, engulfment in swampland or falling from a height, where the risk is particularly aggravated by the nature of the work or processes used or by the environment at the place of work or site.		✓	
2.	Work which puts workers at risk from chemical or biological substances constituting a particular danger to the safety or health of workers or involving a legal requirement for health monitoring.		x	
3.	Work with ionizing radiation requiring the designation of controlled or supervised areas under regulation 16 of the lonising Radiations Regulations 1999.			
4.	Work near high voltage power lines.			
5.	Work exposing workers to the risk of drowning.			
6.	Work on wells, underground earthworks and tunnels.			
7.	Work carried out by divers having a system of air supply.			
8.	Work carried out by workers in caissons with a compressed air atmosphere.			
9.	Work involving the use of explosives.			
10.	Work involving the assembly or dismantling of heavy prefabricated components.			

\* Note - if these are present they must be reflected in the significant CDM Issues Schedule and Construction Phase Plan

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# Appendix B

GA Drawings with significant CDM Issues located

# Appendix C

**Other Consultants Risk Analysis Information** 

# Appendix D

## Workplace health, safety and welfare

The miscellaneous other 'Significant CDM issues' should consider the following extract from Workplace health, safety and welfare:

Regulations	Particular Risks *	Notes / Comments /	Included 🗸
		Action required	Excluded X
3	Application of these Regulations		$\checkmark$
Зa	Means of transport		X
Зb	Construction sites		
Зс	Temporary work sites		
4	Requirements under these Regulations		
4a	Modifications, extensions and conversions		
4b	Stability and solidity		
5	Maintenance of workplace, and of equipment, devices and systems		
6	Ventilation		
7	Temperature in indoor workplaces		
7a	Thermal insulation		
7b	Solar radiation		
7c	Harmful or offensive fumes		
8	Lighting		
9	Cleanliness and waste materials		
10	Room dimensions and space		
11	Workstations and seating		
12	Condition of floors and traffic routes		
13	Falls or falling objects		
14	Windows and transparent or translucent doors, gates and walls		
15	Windows, skylights and ventilators		
16	Ability to clean windows etc safely		
17	Organisation etc of traffic routes		
17a	General requirements for traffic routes		
17b	Separation of people and vehicles		
17c	Crossings		

Regulations	Particular Risks *	Notes / Comments /	Included	$\checkmark$
		Action required	Excluded	X
17d	Loading bays			
17e	Signs			
18	Doors and gates			
19	Escalators and moving walkways			
20	Sanitary conveniences			
21	Washing facilities			
21a	Minimum numbers of facilities			
21b	Remote workplaces and temporary work sites			
21c	Ventilation, cleanliness and lighting			
22	Drinking water			
23	Accommodation for clothing			
24	Facilities for changing clothing			
25	Facilities for rest and to eat meals			
25a	Disabled persons			
25b	Facilities for pregnant women and nursing mothers			
25c	Preventing discomfort caused by tobacco smoke			
27d	People with disabilities			

\* Note - if these are present they must be reflected in the significant CDM Issues Schedule and Construction Phase Plan