

Hamilton Deed

CDM 2015 PRINCIPAL DESIGNER ADVISOR

The Principal Designer Advisor (non-duty holder position)

CDM 2015 imposes responsibilities on Principal Designers in regard to taking the lead in planning, managing, monitoring and co-ordinating health and safety in the pre-construction phase (design stage) of a project.

The Principal Designer's role involves close co-operation with the Client, co-ordinating the work of others in the project team to ensure significant and foreseeable risks are managed throughout the design process including design changes during the construction phase.

The Principal Designer has an important role in influencing how the risks to health and safety should be managed and incorporated into the wider management of a project and must liaise with the Principal Contractor in providing information relevant for the planning, managing and monitoring of the construction phase.

The Principal Designer is responsible for receipt of relevant health and safety information from the Principal Contractor for inclusion within the Health and Safety File and transfer of the File at completion.

The Health and Safety Executive require that the Principal Designer must be able to demonstrate they have health and safety skills, knowledge and experience (SKE) and organisational capability to perform the role. Where gaps are identified, competent advice should be provided.

Acting as a sub-consultant Principal Designer Advisor, we at Hamilton Deed have the necessary skills, knowledge and experience spanning the previous 1994 and 2007 CDM Regulations and since the commencement of the 2015 CDM Regulations and we are ideally placed to advise and assist Principal Designers' and in discharging their CDM Designer duties.

CDM 2015 Regulation – Principal Designer Duties	Principal Designer Advisor Services
11(1) Plan, manage and monitor the pre-construction phase and co-ordinate matters relating to health and safety in the pre-construction phase to ensure that, so far as is reasonably practicable, the project is carried out without risk to health and safety.	Assist the Principal Designer to liaise with the Client, design team and the Principal Contractor in regards to the organisation for planning, managing and monitoring of the requirements within regulations 11 and 12.
11 (2) In fulfilling the duties in paragraph 11(1) and in particular when - deciding, design, technical and organisational aspects when planning for simultaneous or successive work stages.	Assist the Principal Designer to liaise with the Client, design team and the Principal Contractor to raise awareness in regards to all available safety critical information and processes to enable informed decision making for phasing, and timing.
11(2) In fulfilling the duties in paragraph 11(1) and in particular when - Estimating time required to complete such work or work stages.	

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<p>11(2) Take into account the general principals of prevention and where relevant, the contents of any construction phase plan and health and safety file;</p>	<p>Assist the Principal Designer to promote the application of the Principles of Prevention;</p> <ul style="list-style-type: none"> • avoid risks; • evaluate the risks which cannot be avoided; • combat the risks at source; • adapt the work to the individual to reduce ill health considering, design of workplaces, the choice of work equipment, working and production methods and work rate; • adapt to technical progress; • replace the dangerous with non-dangerous or less dangerous; • develop a prevention policy for the work environment; • prioritise collective protective measure over individual measures;
<p>11(3) Identify, eliminate or control, so far as is reasonably practicable foreseeable risks to health and safety of any person – (a) carrying out or liable to be affected by construction work; (b) maintaining or cleaning a structure; or (c) using a structure designed as a workplace.</p>	<p>Assist the Principal Designer in working with others to identify and eliminate foreseeable risks and mitigate using the general Principals of Prevention. Significant risks which are likely to arise during construction work or during maintenance, cleaning or using the building as a workplace once built will be recorded and as far as is reasonably practicable they shall be eliminated, reduced or controlled. Information relating to significant residual risks will be communicated.</p>
<p>11(4) In fulfilling the duties in paragraph 11(1), ensure all designers comply with their duties in regulation 9.</p>	<p>Assist the Principal Designer to ensure that all designers are identifying and eliminating foreseeable risks as far as is reasonably practicable and will ensure that all designers will take all reasonable steps to provide, with their designs, information relating to any residual risks.</p>
<p>11(5) In fulfilling the duties in paragraph 11(1), ensure that all persons working in relation to the pre-construction phase co-operate with the Client, Principal Designer and each other.</p>	<p>Assist the Principal Designer to ensure that everyone involved in working on the pre-construction phase co-operates with each other and establish that effective communications and information sharing is adequate. Attendance at design and progress meetings, review and discussion regarding drawings, design stages and submission of design risk registers would satisfy this requirement.</p>
<p>11(6) (a) The Principal Designer must assist the Client with the provision of the pre-construction information required in paragraph 4(4); and</p>	<p>Assist the Principal Designer to support the Client in identifying appropriate and proportionate pre-construction information through existing health and safety files, surveys and investigations and assess the adequacy of the information and identify any existing gaps.</p>

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<p>(b) so far as it is within the Principal Designer's control, provide pre-construction information promptly and in a convenient form to every designer and contractor appointed or being considered for appointment to the project.</p>	<p>Once the information has been identified, the Principal Designer will provide clear and concise pre-construction information in a convenient form to designers, contractors and the Principal Contractor. The pre-construction information should include;</p> <ul style="list-style-type: none"> • project information including the Client brief and key dates of the construction phase; • planning and management details including resources and time available; • arrangements to ensure communication and co-ordination; • health and safety hazards and how they should be addressed; • any relevant health and safety file information.
<p>11(7) Liaise with the Principal Contractor for the duration of appointment and share information relevant to planning, management and monitoring of the construction phase and the co-ordination of health and safety matters during the construction phase.</p>	<p>Assist the Principal Designer to liaise with the Principal Contractor and share the pre-construction information and any information that may affect the planning, management and co-ordination of the construction phase. The liaison should extend into the construction phase to deal with ongoing design and obtaining information for the health and safety file through regular meetings.</p>
<p>12(3) The Principal Designer must assist the Principal Contractor in preparing the construction phase plan by providing all information they hold relevant to the construction phase. (a) pre-construction information obtained from the Client; (b) any information obtained from designers under 9(3)b.</p>	<p>Assist the Principal Designer to liaise with the Principal Contractor in preparing the construction phase plan by providing all information they hold including the design risk registers.</p>
<p>12(5) During the pre-construction phase, the Principal Designer must prepare a Health and Safety File appropriate for the project.</p>	<p>Assist the Principal Designer to prepare a health and safety file containing relevant information about the project which should contain information relating to the project which is likely to be needed when any construction work is carried out on the building after the current project has finished. The information included should only be that which is needed to plan and carry out work safely without risks to health.</p>
<p>12(6) The Principal Designer must ensure that the Health and Safety File is appropriately reviewed, updated and</p>	<p>Assist the Principal Designer to liaise with the Principal Contractor to obtain information for inclusion within the health and safety file which the Principal Contractor will</p>

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revised to take account of construction work and changes.	have in their possession and regularly review and update the file as the project progresses.
12(10) The Principal Designer must pass the Health and Safety file to the Client at completion.	<p>Assist the Principal Designer to prepare the Health and Safety File using an agreed format and content and provide to the Client at completion of the project. The file should contain;</p> <ul style="list-style-type: none">• a brief description of the work carried out;• any hazards that have not been eliminated through design and construction processes and how they have been addressed (e.g. surveys or other information concerning asbestos or contaminated land);• key structural principles (e.g. bracing, sources of substantial stored energy – including pre- or post-tensioned members and safe working loads for floors and roofs);• hazardous materials used (e.g. lead paint and special coatings);• information regarding the removal or dismantling of installed plant and equipment (e.g. any special arrangements for lifting such equipment);• health and safety information about equipment provided for cleaning or maintaining the structure;• the nature, location and markings of significant services, including underground cables; gas supply equipment; firefighting services etc;• Information and as-built drawings of the building, its plant and equipment (e.g. the means of safe access to and from voids and fire doors).