

## CDM Co-ordination – Scope of Service Provision

GHP Consultancy offers a CDM Co-ordination service, which **breaks the mould** of a typical service provided by other consultants in the industry and all of our CDM Co-ordinators are fully competent and trained.

It goes **beyond a mere co-ordination role**, as our CDM Co-ordinators effectively get “on-board” as team members to **ensure Health & Safety is given adequate regard**; our considerable experience in the field of Planning Supervision enables us to work as an integral part of your project team, co-ordinating Health & Safety and the flow of information from concept through design and planning stages and ensuring that the long-term impact of design and construction decisions are captured post-completion, in the Health & Safety File.

Our **comprehensive Health & Safety Plans** demonstrate our individual CDM Co-ordinators’ **extensive experience in the industry**, providing a thorough insight into the constraints of a project which give tendering contractors an accurate basis for providing realistic quotations and ensuring that Health & Safety remains a **primary focus** of their working methods. Plans will always be made **specific to the Client’s particular requirements**, addressing your required working procedures etc, and even in your own corporate format, if so required.

We also have **extensive experience of consortium planning supervision** and **project/health & safety management of bigger, more complex projects** and can provide you with a comprehensive approach to managing the risk involved in these complicated undertakings.

## Typical CDM Co-ordination Service Provision

### 1. Discharge of duties under CDM Regulations

- ✓ Act as key Health & Safety Advisor to the Client
- ✓ Attend design + project meetings & co-ordinate flow of information
- ✓ Advise on competence of nominated designers/contractors as required
- ✓ Feed relevant Health & Safety, Environmental, and Construction constraints information into the design process
- ✓ Produce all project notifications (F10 etc) and co-ordinate/issue copies to all relevant parties
- ✓ Request/gather information from all members of Design Team and Client, concerning the existing site and design information relating to the construction, including Design Risk Assessments, Maintenance Strategies and any other relevant/available documentation
- ✓ Produce Health and Safety Information Packs; split into dedicated plans for remediation, infrastructure, demolition and for construction as appropriate, if the project is to be phased or split. (Facilitates separating the works into individual projects, especially appropriate where infrastructure and enabling works are carried out under separate contract, ensuring a more comprehensive management approach to Health & Safety)
- ✓ Advise on the suitability of the initial Construction Phase Health & Safety Plan
- ✓ Compile/deliver any relevant Health & Safety Files (for Management Companies, Housing Associations, Local Authorities etc).

### 2. Consultative Role – our added value service

- ✓ Commentary and advice on all construction issues throughout the process as required
- ✓ Visit site to appraise conditions and assess potential hazards present on and around site (strangely, this is not currently recognised as a duty of the Planning Supervisor but we feel this is essential!)
- ✓ Arrange Type 3 Asbestos surveys as required by a particular project, and prepare appropriate notifications
- ✓ Prepare/arrange relevant demolition surveys and notifications to relevant authorities
- ✓ Offer additional construction related services as and when necessary, tailored to the project
- ✓ Assist with preparation of site-specific Environmental Management systems/plans