



CDM 2015 – Simplified overview



On the **6th April 2015**, The Construction (Design and Management) Regulations 2015 (CDM 2015) replaced CDM 2007. The regulations govern the management of health, safety and welfare for construction projects.

This document provides an outline of key roles and duties under the new Regulations, along with details of when a project is notifiable to the relevant authority. We have prepared these notes to give support to those with commercial projects who have duties under the Regulations.

Domestic clients now also have new duties under CDM 2015, but those are not covered here.

This document has been prepared from the full CDM 2015 regulations, which are available at:

<http://www.hse.gov.uk/pubns/books/l153.htm>

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CDM 2015 Key roles and duties

The table below provides an overview of key roles and duties under CDM 2015. Organisations or individuals can carry out more than one dutyholder role, provided they have the skills, knowledge, experience and (if an organisation) the capability to do so in a way that secures health and safety.

Principal Designers replace the role of CDM co-ordinators under CDM 2007. Existing CDM co-ordinators, may continue the duties they had for up to 6 months from 6th April 2015.

	Who are they?	Key role/duties:
Clients	Organisations or individuals having a construction project carried out.	<ul style="list-style-type: none"> • Make suitable arrangements for managing a project. Ensuring other dutyholders appointed and sufficient time and resources allocated. • Making sure relevant information is prepared and provided to other dutyholder. • Ensuring the Principal Designer and Principal Contractor carry out their duties and that welfare facilities are provided.
Domestic Clients	People who have construction work carried out on their home, or the home of a family member that is not done as part of a business.	<ul style="list-style-type: none"> • Duties are the same as Client duties, but normally transferred to the Contractor, on a single contractor project or the Principal Contractor on a multiple contractor project. <p>Domestic Client can have a written agreement with the Principal Designer to carry out the client duties.</p>
Designers	Those, who as part of a business, prepare or modify designs for a building, product or system relating to construction work.	<ul style="list-style-type: none"> • When preparing or modifying designs, to eliminate, reduce or control risks during construction and maintenance/use when built. • Provide information to project team members to help them fulfil their duties.

<p>Principal Designers</p>	<p>Designer(s) appointed by the Client in projects involving more than one Contractor.</p>	<ul style="list-style-type: none"> • Plan, manage, monitor and coordinate health and safety in the pre-construction phase, to: <ul style="list-style-type: none"> ○ identify, eliminate or control risks; ○ ensure designers carry out their duties. • Prepare and provide relevant information to other dutyholders; • Liaise with Principal Contractor to help plan, manage, monitor and coordinate safety in the construction phase of a project.
<p>Principal Contractors</p>	<p>Appointed by the Client to coordinate the construction phase of a project where it involves more than one contractor.</p>	<ul style="list-style-type: none"> • Plan, manage, monitor and coordinate safety in the construction phase of a project. Including: <ul style="list-style-type: none"> ○ liaise with Client and Principal Designer; ○ prepare the construction phase plan; ○ organise cooperation between contractors and coordinate their work. • Ensuring: <ul style="list-style-type: none"> ○ suitable site inductions are provided; ○ reasonable steps taken to prevent unauthorised access; ○ workers are consulted and engaged in securing their health and safety; and ○ welfare facilities are provided.
<p>Contractors</p>	<p>Those who do the construction work.</p>	<ul style="list-style-type: none"> • Plan, manage and monitor construction work under their control so it is carried out without risks to health and safety; • For projects with multiple contractors, coordinate their activities with others in the project team. In particular, comply with directions from Principal Designer or Principal Contractor;

	<ul style="list-style-type: none"> For single contractor projects, prepare a construction phase plan.
<p>Workers</p> <p>People who work for or under the control of Contractors on a construction site.</p>	<ul style="list-style-type: none"> Must: <ul style="list-style-type: none"> be consulted about matters affecting their health, safety and welfare; take care of their own health and safety and others who may be affected by their actions; report anything they see which is likely to endanger either their own or others' health and safety; cooperate with their employer, fellow workers, contractors and other dutyholders.

Securing construction health and safety

CDM 2015 identifies a number of key elements to securing construction health and safety. These include:

- Managing the risks to health and safety by applying the **general principles of prevention**, which set out the principles dutyholders should use to direct their approach to identifying the measures necessary to control the risks to health and safety in a particular project. CDM 2015 requires **Designers, Principal Designers, Principal Contractors** and **Contractors** to take account of the principles in carrying out their duties.
- Appointing** the right people and organisations at the right time.
- Making sure everyone has the **information, instruction, training and supervision** they need to carry out their jobs in a way that secures health and safety.
- Dutyholders **co-operating and communicating** with each other and **co-ordinating** their work and **consulting workers and engaging** with them to promote and develop effective measures to secure health, safety and welfare.

Client duties

Client duties are to make suitable arrangements for managing a project and maintaining and reviewing them for its duration, so it is carried out in a way that manages health and safety risks. For projects involving more than one **Contractor**, the regulations require the **Client** to appoint a **Principal Designer** and **Principal Contractor** and to make sure they carry out their duties.

Client duties for managing projects

A **Client** must make suitable arrangements for managing a project, including the allocation of sufficient time and other resources.

Arrangements are suitable if they ensure that:

- the construction work can be carried out, so far as is reasonably practicable, without risks to the health or safety of any person affected by the project; and
- the facilities required by schedule 2 (see full regulations) are provided in respect of any person carrying out construction work.

A **Client** must ensure that these arrangements are maintained and reviewed throughout the project.

A **Client** must provide pre-construction information as soon as is practicable to every **Designer** and **Contractor** appointed, or being considered for appointment, to the project.

A **Client** must ensure that:

- before the construction phase begins, a construction phase plan is drawn up by the **Contractor** if there is only one **Contractor**, or by the **Principal Contractor**; and
- the **Principal Designer** prepares a health and safety file for the project, which:
 - complies with the requirements of regulation 12(5);
 - is revised from time to time as appropriate to incorporate any relevant new information; and
 - is kept available for inspection by any person who may need it to comply with the relevant legal requirements.

A **Client** must take reasonable steps to ensure that:

- the **Principal Designer** complies with any other **Principal Designer** duties in the regulations 11 and 12;
- the **Principal Contractor** complies with any other **Principal Contractor** duties in the regulations 12 and 14.

If a **Client** disposes of the client's interest in the structure, the **Client** complies with the duty in paragraph (5)(b)(iii), of the full regulations, by providing the health and safety file to the person who acquires the client's interest in the structure and ensuring that person is aware of the nature and purpose of the file.

Where there is more than one **Client** in relation to a project, one or more of the **Clients** may agree in writing to be treated for the purposes of these Regulations as the only **Client** or **Clients**.

Appointment of Principal Designer and Principal Contractor

Where there is more than one **Contractor**, or if it is reasonably foreseeable, that more than one contractor will be working on a project at any time, the **Client** must appoint in writing:

- a designer with control over the pre-construction phase as **Principal Designer**;
- and a Contractor as **Principal Contractor**.

The appointments must be made as soon as is practicable, and in any event, before the construction phase begins.

If the **Client** fails to appoint a principal designer, the **Client** must fulfil the duties of the **Principal Designer**.

If the **Client** fails to appoint a principal contractor, the **Client** must fulfil the duties of the **Principal Contractor**.

When is a project notifiable?

Regulation 6 of CDM 2015 sets out the duty that a **Client** has to notify the relevant enforcing authority of certain construction projects.

A project is notifiable if the construction work on a construction site is scheduled to last longer than **30 working days** and have **more than 20 workers** working simultaneously at any point in the project or it **exceeds 500 person days**.

Where a project is notifiable, the client must give notice in writing to the Executive as soon as is practicable before the construction phase begins. The notice must contain:

1. The date of forwarding the notice.
2. The address of the construction site or precise description of its location.
3. The name of the local authority where the construction site is located.
4. A brief description of the project and the construction work that it entails.
5. **Client** contact details: name, address, phone number and (if available) email address.
6. **Principal Designer** contact details: name, address, phone number and (if available) email address.
7. **Principal Contractor** contact details : name, address, phone number and (if available) email address.
8. The date planned for the start of the construction phase.
9. The time allocated by the client under regulation 4(1) for the construction work.
10. The planned duration of the construction phase.
11. The estimated maximum number of people at work on the construction site.
12. The planned number of contractors on the construction site.
13. The name and address of any **Contractor** already appointed.
14. The name and address of any **Designer** already appointed.
15. A declaration signed by or on behalf of the **Client** that the **Client** is aware of the **Client** duties under these Regulations.

The notice must be clearly displayed, and updated when needed, in the construction site office in a comprehensible form where it can be read by any **Worker** engaged in the construction work.

Where a project includes construction work of a description for which the Office of Rail Regulation is the enforcing authority by virtue of regulation 3 of the Health and Safety (Enforcing Authority or

Railways and Other Guided Transport Systems) Regulations 2006, the client must give notice to the Office of Rail Regulation instead of the Executive.

Where a project includes construction work on premises, which are or are on:

- a GB nuclear site (within the meaning given in section 68 of the Energy Act 2013);
- an authorised defence site (within the meaning given in regulation 2(1) of the Health and Safety (Enforcing Authority) Regulations 1998); or
- a new nuclear build site (within the meaning given in regulation 2A of those Regulations),

the client must give notice to the Office for Nuclear Regulation instead of the Executive.

Responsibility for notification

Where a construction project must be notified, the **Client** must submit a notice in writing to the relevant enforcing authority (HSE, Office of Rail Regulation (ORR) or Office for Nuclear Regulation (ONR)). All days on which construction work is likely to take place (including weekends and bank holidays) count towards the period of construction work.

If a construction project is not notifiable at first, but there are subsequent changes to its scope so that it fits the criteria for notification, the **Client** must notify the work to the relevant enforcing authority as soon as possible.

The **Client** must submit the notice as soon as practicable before the construction phase begins. The **Client** can request someone else do this on their behalf. Any modifications or updates to the notification should make clear they relate to an earlier notification.

The easiest way to notify any project (to HSE, ORR or ONR) is to use the electronic F10 notification format. See the HSE's webpage <https://www.hse.gov.uk/forms/notification/f10.htm>

Application in and outside Great Britain

CDM 2015 applies to all construction projects in Great Britain. Through the Health and Safety at Work Act 1974 (Application outside Great Britain) Order 2013, it also applies to construction work carried out in the territorial sea and in connection with, or preparatory to, construction of any renewable energy structure in the renewable energy zone.