

Web-based Construction Management Systems Policy for Clients

Introduction

It is common for construction projects to utilise a web-based construction management system (CMS). These systems facilitate storage and handling of design information, change control and communications between parties. Examples include Trimble Construction One (previously Viewpoint/ 4Projects), Asite, Procore & Aconex.

Whilst Stroma Building Control (SBC) recognise the benefit of such systems, their use presents challenges from a regulatory perspective - this issue has been brought into further focus by the October 2023 amendments to the Building Regulations. Construction designs should be submitted to a building control body as fully complete/compliant as possible with clear signposting as to how compliance is achieved. Insufficiently complete or poorly coordinated design submissions present the following common problems:

- Lack of clarity regarding the design status of information.
- Lack of a formal submission package for Building Regulations assessment.
- Lack of control over subsequent issues of information to close out conditions.
- Expectation for Registered Building Inspectors (RBIs) to proactively "hunt" for information/updates.
- Untargeted email notifications when updates are loaded.

SBC therefore require all clients to follow the requirements below to ensure that they meet their duty to provide compliant and complete design submissions and updates.

Requirements

Clients must agree and ensure that -

- The adoption of CMS on a project does not negate the need for a Principal Designer (PD) & Principal Contractor (PC) as required under the 2023 amendments to the Building Regulations.
- The use of a CMS does not negate the need for clear signposting from the PD as to how a scheme demonstrates compliance with the Regulations.
- The CMS can be used as a delivery system for design information; however, the PD/ PC must set up appropriate file management or protocols to make it clear that information has been "submitted" for assessment. Standard CMS notifications are generally not appropriate for this as they simply notify of any changes and new documents, but there is a need to clearly highlight what is being submitted to SBC.
- The CMS should not be relied upon for formal regulatory communications. SBC will issue documents, including statutory certificates, by email and not within a client's CMS.
- SBC staff will not amend SBC documents file references to suit the CMS naming protocols. Any naming/ file managing protocols required by a particular project should be undertaken by the project administrator.
- A comprehensive/ compliant design package will need to be available to SBC for archiving upon completion of the project. Where requested by SBC, the client agrees to provide an as-built submission pack independent of the CMS to ensure appropriate archive information is in place to meet the Building Safety Regulator's requirements for building control bodies.

This Policy has been reviewed by the SBC Executive Management Team and approved by the Chief Operating Officer.



Mr Ian O'Connor
Chief Operating Officer
Date: 9th January 2024