

Pre-Construction Site Inspection Checklist

Survey and record site conditions, access, services and constraints before work starts. · Free template from SiteAudit — [siteaudit.app/templates](#)

PROJECT	SITE ADDRESS	SURVEYED BY	ROLE
DATE	WEATHER	CLIENT	PROPOSED START DATE

Ref	Item	Y / N / N/A	Observation / evidence	Action required	Owner	Due date	Status
1. Site & boundaries							
1	Site boundaries confirmed against the title plan and drawings						
2	Existing structures, walls and fences recorded and photographed						
3	Neighbouring properties identified and party wall requirements considered						
4	Existing damage to adjoining property photographed and dated						
5	Rights of way, easements and public access across the site identified						
2. Access & logistics							
6	Vehicle access route assessed for size, weight and turning						
7	Site entrance location agreed and sightlines adequate						
8	Space identified for welfare, storage and waste						
9	Crane or plant standing positions assessed						
10	Parking, road closures or permits required identified						
3. Services							
11	Existing services located, marked and recorded (gas, water, electric, drainage, telecoms)						
12	Service drawings obtained from utility providers						
13	Overhead lines identified and clearance distances established						
14	Points of connection for temporary supplies confirmed						
15	Isolation points located and recorded						
4. Ground & environment							
16	Ground conditions and site levels recorded						

Ref	Item	Y / N / N/A	Observation / evidence	Action required	Owner	Due date	Status
17	Existing drainage runs and manholes located and lids lifted						
18	Trees, hedges and protected species identified						
19	Watercourses, drains and flood risk noted						
20	Contamination or asbestos risk assessed and surveys obtained						
5. Constraints & consents							
21	Planning conditions affecting the works reviewed						
22	Working hours restrictions confirmed						
23	Noise, dust and vibration sensitive receptors identified						
24	Listed building or conservation area constraints checked						
25	Existing site security and lighting assessed						

How to use this template

1. Photograph everything, especially existing damage to neighbouring property. That record is your defence against a claim months later.
2. Lift the manhole covers. Assumed drainage runs are one of the most common causes of early groundworks delays.
3. Record what you could not access and put a date against revisiting it.
4. Do this before you price the job if you can. Most of what turns into a variation was visible on day one.

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