SITE survey. APP

SITE SURVEY REPORT

Lifting Plan

Prepared for	Kingsway Estates Ltd
Date	3 Oct 2026
Site	Kingsway Business Centre, Chesterfield
Prepared by	R. Iqbal

FORM

Lifting Plan

1. The lift

Project	Kingsway Business Centre, Chesterfield: lifting plan (completed example)
Lift plan reference	LP-KBC-002
Customer	Kingsway Estates Ltd
Site	Kingsway Business Centre
Site address	Kingsway Business Centre, Hollis Lane, Chesterfield
Date of the lift	3 Oct 2026
Date the plan was prepared	25 Sep 2026
Appointed person who planned the lift	R. Iqbal, appointed person (lifting), Ridgeway Crane Hire

> Lifting Operations and Lifting Equipment Regulations 1998, regulation 8. Every lifting operation involving lifting equipment must be properly planned by a competent person, appropriately supervised and carried out in a safe manner.

How demanding is the lift?	Intermediate: hazards nearby or restricted space
Describe the lift	Lift a packaged air handling unit from the delivery lorry in the rear car park onto the steel frame on the third floor flat roof.

2. The load

What is the load?	Packaged air handling unit, single section
Weight of the load (kg)	2850
How is the weight known?	Drawings or data sheet
Dimensions	3.9 m long, 1.6 m wide, 1.8 m high
Is the centre of gravity known and central?	Yes
Lifting points and how the load is slung	Four lifting lugs on the base frame, as the maker's drawing shows. Four leg chain sling from a spreader beam.
Weight of slings, hooks and other accessories (kg)	350
Total weight on the hook (kg)	3200

3. Equipment and capacity

Lifting equipment	Mobile crane
Make and model	60 tonne all-terrain crane, Ridgeway Crane Hire unit 14
Maximum radius of the lift (m)	18
Rated capacity at that radius (kg)	6400
Share of rated capacity used (%)	50
Have you seen the current report of thorough examination for the equipment?	Yes
Date of that examination	12 May 2026
Days from that examination to the lift	144

> Under regulation 9 of the same Regulations, lifting equipment for lifting people and lifting accessories must be thoroughly examined at least every 6 months, and other lifting equipment at least every 12 months, unless it is examined under a written examination scheme.

Lifting accessories 1: Spreader or lifting beam

Type	Spreader or lifting beam
ID or serial number	SB-07
Safe working load (kg)	5000
Examination in date?	Yes
Date of last thorough examination	14 Jul 2026
Days from that examination to the lift	81

Lifting accessories 2: Chain sling

Type	Chain sling
ID or serial number	CS-114, four leg
Safe working load (kg)	8000
Examination in date?	Yes
Date of last thorough examination	20 Aug 2026
Days from that examination to the lift	44

Lifting accessories 3: Shackle

Type	Shackle
ID or serial number	SH-221 to SH-224
Safe working load (kg)	4750
Examination in date?	Yes
Date of last thorough examination	20 Aug 2026
Days from that examination to the lift	44

4. Site and people

Ground under the crane or equipment	Needs mats or preparation
Mats, plates or other measures	Outriggers on 1.2 m spreader mats. Car park checked for voids and drains on the site drawings.
Are there overhead power lines or other overhead obstructions?	No
Other hazards near the lift	Buildings or structures in the slew path, Public or other workers below the path of the load, Underground services or voids
How is the area under the load kept clear?	Rear car park closed with barriers from 06:30. Banksmen at both car park entrances. Rear fire exit kept clear. Building closed for the weekend and the third floor checked empty before the lift.
Wind speed at which lifting stops, from the crane and load data	8 m/s (3 second gust), below the crane's 9.8 m/s duty chart limit because of the unit's large side area. Read on the crane's anemometer before and during the lift.
Lift supervisor	V. Marsh, crane supervisor
Crane or equipment operator	T. Gill
Slinger or signaller	O. Kerr, slinger signaller at ground level. J. Hart, slinger signaller on the roof.
How will they communicate?	Radio

5. Sequence and briefing

Sequence of the lift	1. Close the car park and set up the crane on mats. 2. Fit the spreader and sling. 3. Trial lift 300 mm, hold and check. 4. Lift and slew over the roof edge, with J. Hart signalling from behind the roof edge guardrail. 5. Land on the frame, check the feet are seated, then release.
What happens if the weather changes, the equipment fails or the load cannot be landed?	If the wind rises above the limit or the crane faults, land the load back on the lorry, or on timber bearers in the car park if safer. Do not leave a load suspended.

Sketch or photos of the lift area



Has everyone in the lifting team been briefed on this plan?	Yes
Signature of the appointed person who planned the lift	R. Iqbal
Lift supervisor	V. Marsh, crane supervisor
Lift supervisor signature	V. Marsh