



DOC ELITE

Construction Information Specialists

2025

WWW.DOC-ELITE.CO.UK

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COMPANY INTRODUCTION

Meet Catherine.

Our founder, Catherine Deegan created Doc Elite because she was tired of seeing poor information management within construction projects and all of the problems that resulted from this. When she asked around in her network, she quickly realised this was an issue within the industry, so she decided to do something about it and that's where Doc Elite came in. Catherine wants to share best practices and transform information management within the industry.



WHAT WE DO?



We are Information Management experts and we have worked with Sub-contractors, Main Contractors and Developers worldwide to deliver complex projects across all sectors.

We have extensive Information Management experience in the Construction sector and are passionate about transforming Information Management.



OUR VISION

"To provide the best
Information Management
solutions to the
Construction Industry."

OUR VAULES

Collaboration



We believe in the power of working together with our clients. We promote collaborative practicing by helping our clients to select and implement Common Data Environment (CDE) to improve efficiency, avoid duplication, enhance co-ordination & increase quality.

Passion



We are so passionate about information management within the construction industry. We are passionate about achieving our clients goals. Passion runs through the heart of the business, it drives and motivates us to succeed.

Quality



Quality is at the forefront of everything we do and is the pinnacle reason why information management exists. We take a personnel interest in all of our projects and deliver excellence, nothing less will do.

Trust



Quality is at the forefront of everything we do and is the pinnacle reason why Information Management and Document Control exists.

Expertise



We pride ourselves on being the information management experts. We champion industry best practices and find solutions for your project requirements. We have experience with most common data environments on the market and we know how to implement them successfully. We are always learning new & ground-breaking ways of doing things and like to share these practices with our clients.



OUR PROJECTS



Have a look at our prestigious projects below.
Get in touch to transform your construction
projects today

St. Johns Wood Square



St. John's Wood Square is a unique residential development in the heart of St John's Wood, London's original garden suburb. The 2.2-hectare site was once home to the Royal Horse Artillery. The site has been transformed into a residential development providing 179 homes and includes the restoration of the historic grade II listed Riding School that has also been transformed to provide spa and leisure facilities for the residents.

We worked hard to set up an online Common Data Environment for the project team to access information 24/7. Following the system set-up, we ensured the system was implemented successfully across all disciplines. As part of our role, we quality-checked all documents daily provided project reports, trained teams and provided support to all working on the project.



CyrusOne Data Centre, Frankfurt



This was an £8m construction value purpose-built Data Centre facility offering high specification technical space within one building arranged over five floors. The facility is strategically located in Sossenheim, the preferred location for data centres in Frankfurt, Germany's "Digital City". We partnered with the Main Contractor CTS to provide Document Control services to the project which we managed on Autodesk.



LLC Data Centre, Belgium



With a £6m construction value, this was an exciting project for a new data centre with the aim of the investments to enable LCL to become an even larger and sustainable Belgo-European data centre network.

We worked with a team to assist with Document Control for the documents we managed on Autodesk.



Claridges Hotel, Mayfair London



Set in the heart of Mayfair, we are very proud have been the Information Manager on Claridge's five star basement extension. This was a particularly distinguished refurbishment in which Britain's biggest mega-basement undergone a major transformation that attracted worldwide media attention. The owners wanted to enhance the services and capacity offered to their guests, but needed more space in order to do it. The hotel's location meant that extending at street level was not feasible, so an alternative solution was found: excavating under the hotel's Art Deco wing whilst the hotel was in full operation.

The refurbishment works include the creation of forty-four high specification modern suites, a swimming pool & spa facilities, a fitness suite and the relocation of the M&E services plant from the roof to a newly created basement plant room.

Eleventy at The Berkeley Hotel



We were delighted to see the Eleventy store located at the Berkeley Hotel finally open its doors! We were proud to deliver Information Management services to this impressive project. Our services included setting up and implementing a CDE (Common Data Environment), administrating the software on a daily basis, managing user access, creating and implementing project protocols and managing version control throughout.

Eleventy is an Italian brand, founded in Milan with the idea of promoting the concept of Smart Luxury. This is the first store Eleventy has opened in London as they expand their international presence. It features five extensive shop windows overlooking the street and a shop window and entrance also inside the hotel. The store's interiors are characterised by natural materials with fine-grain surfaces such as travertine, textured plaster and oak wood, enhanced by contrasting steel details.



Top Golf Glasgow



We partnered with Luddon Construction as the Information Manager on this project. The project consists of a steel framed building with concrete floors surrounded by various types of insulated and decorative cladding to create a state-of-the-art golf driving range with targets to aim for that are electronically linked to the podium near the golfer to show their score. The site also includes bars, restaurants and a large car park.

This venue is the first to introduce Topgolf's signature, technology-enabled experience to Scotland. Glasgow is now home to Topgolf's fourth U.K. site, adding to a list of over 70 venues operating in six countries, which attract over 30 million players per year combined.

With the completion of the project we hope to take a trip to Glasgow to test it out for ourselves!

M-Shed



We were pleased to partner with Luddon Construction to deliver the Information Management System for a Warehouse project at the Port of Grangemouth for Forth Ports Ltd. Forth Ports Grangemouth is Scotland's largest port providing a gateway for Scottish trade, the port facilitates the flow of more than £6 billion worth of goods each year including fine food and drink, machinery, fuel, steel products, timber, paper and equipment for the oil and gas industry. This project was for the delivery of a Design and Build of a 200,000ft² warehouse and associated infrastructure.

For this project, the client team selected Autodesk Docs and Autodesk Build to manage project information. We set up the system successfully, trained team members on the platform and managed the system for the duration of the contract. We were on hand to answer any queries from our project team throughout and we provided regular reports that enhanced project collaboration and communication throughout.

Thank you to Luddon Construction for their support throughout.

The Berkeley Hotel, Knightsbridge London



It is great to see how well work is progressing on one of our outsourced Information Management Projects. The Berkeley Hotel in stylish Knightsbridge is one of the leading 5-star hotels in London. The refurbishment due to be completed at the end of the year will deliver 59 additional hotel bedrooms, a new restaurant, gym and a roof top spa with cocktail bar and infinity pool panoramic views over Hyde.



De-Kit Newhouse



It was a joy working as the Information Manager on the new Co-op unit in Newhouse, Glasgow. The works involved the construction of a single storey warehouse unit with a ground floor office and welfare accommodation.

The external site works provide car parking, hard standings including HGV parking, washing and fuelling on 7 acres of land adjacent to Glasgow and Edinburgh Road, Newhouse.



Mountain View, Castlewellan County Down



At Doc Elite we were proud to be involved in an exciting development which benefitted from a superb panoramic view of a natural landscape, and is widely acknowledged as having few equals.

The scheme of 33 housing units will go some way to supplying the huge demand for housing in the area and will enhance and compliment, neighbouring properties.





The importance of Information Management

Quality

We compare documents against rules to ensure compliant and quality information.

Uniformity

We like to use consistent templates / processes and behaviours to ensure a uniformed feel across our projects and businesses.

Entirety

It is important to us to ensure that complete, accurate documents are available in their entirety.

Safety

We recognise that mismanagement of documentation can have serious H&S consequences. We work hard to ensure version control and information accessibility to the right people at the right time.

Traceability

The trail of what happened on a document or project at any given moment is crucial. E.G - Date issued, Previous versions, Comments made, Who viewed and modified. Etc

Consultancy Services

We offer a variety of services, including consulting on a range of matters within **project management**.

- Streamlining Processes
- Effective procedures
- Template review & creation
- Weekly document mentoring
- Successful implementation of information management
- Document control audits

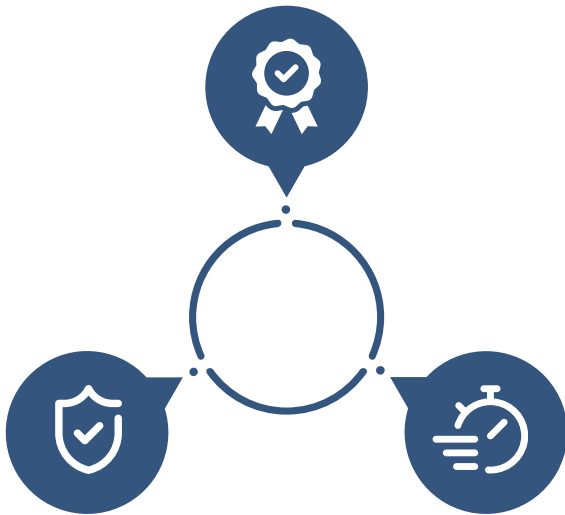


The impact of our services can show **various results**.

- Provide assurance that the system is effective.
- Processing errors identified.
- The system is fully searchable.
- The latest versions of all documentation are available.
- The Project Team are following the project protocols
- The system is being utilised.

Outsourced Information Management

Outsourcing Information Management can be a very successful aid that can develop a;



- Create & implement project specific procedures & templates
- Train project team members

- Set up your chosen platform
- Create project numbering & identification processes
- Manage version control
- Administrate your choice of software
- Manage user access & permissions
- Quality check all documents
- Provide project reports

Results

- ✓ Traceability
- ✓ Information Security
- ✓ Increased Customer Satisfaction
- ✓ Flexibility
- ✓ Cost Saving



- ✓ Access to a skilled expert
- ✓ Time Saving
- ✓ Enhanced Quality



Information Management Training



01. The Role of Information Management



02. Setting up a Management System



03. Writing and implementing Procedures



04. Project Reporting Tools



05. Streamlining Processes



06. Industry Best Practices



Minimising Risk and Increasing Quality

One of the main challenges in a Construction Project is minimising risk.

When platforms are set up correctly, processes are streamlined, teams can find the latest project information easily, collaboration increases and the results are there for all to see. Project risk is minimised and better construction quality is provided.

That, in turn, means happier clients, less rework, repeat business and more referrals. This is something we are so passionate about.

Testimonials



Kane Group
Cathal McMullan, Managing Director.

'Catherine is both passionate and professional about her work. She is extremely knowledgeable about Document Management Systems and has an excellent ability to effectively communicate at all levels in our company'.



McGrady Contracts
Damien McGrady, Director

"Catherine possesses a deep knowledge of information management in the construction sector. She is an excellent communicator who demonstrates professionalism and passion for her work. She continues to transform the way we manage project information and is a pleasure to work with."



Clark Facades
Tony Convery, Finance Director

'A very well delivered course, full of content and most importantly practical insights and examples'.



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**THANK
YOU, AND
WE LOOK
FORWARD
TO
WORKING
WITH YOU.**

