

CDM REGULATIONS 2015

PRE-CONSTRUCTION INFORMATION

for the

Proposed Update of Playground and Associated Equipment
at
Mount Wise Gardens, Newquay,
TR7 2AZ



October 2025

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1. Introduction:

- 1.1 This pre-construction information document has been compiled in accordance with the requirements of CDM2015 by the Client's team and is intended to provide relevant information about the project which has been obtained from the Client and other reliable sources. The information provided here is proportionate to the nature of the health and safety risks involved with the project.
- 1.2 This document shall be read in conjunction with other project information including:
 - Newquay Town Council's Below Threshold Tender Part A and Part B.
 - Specification
 - Site Images
 - Known utilities searches
 - Location Plan
- 1.3 This pre-construction information document shall be issued prior to the start of the construction period and shall be used by the Principal Contractor/Designer to compile the Construction Phase Plan.
- 1.4 This document may need to be updated, as and when required, when any new information, relevant to the project, becomes available.

2. Pre-Construction Information

- 2.1 The contract is for the proposed sourcing, supply and installation of a new play area in Mount Wise Gardens, Newquay, TR7 2AZ. The area is currently being devolved from Cornwall Council to Newquay Town Council, with successful transfer anticipated to be completed before Contract Award. Mount Wise Gardens is a c 0.2350ha open space off Mount Wise, Newquay with c 0.1167ha is anticipated to be used for the proposed play area.
- 2.2 There is one central footpath that runs through the site from North to South. The site will likely require levelling works in addition to the potential removal / replanting of existing trees on site subject to the final design. All proposed play equipment and associated structures must be designed and constructed to withstand the maritime climate conditions specific to Newquay.
- 2.3 As the site is exposed to the Atlantic coastal environment, it experiences high levels of moisture, salt exposure, and strong winds. Suppliers must therefore ensure that all materials, finishes, and fixings are suitable for such conditions and resistant to corrosion, decay, and weather-related deterioration. Preference will be given to durable, low-maintenance materials (e.g., marine-grade stainless steel, galvanised or powder-coated metals, rot-resistant timbers, and UV-stable plastics) that are proven to perform well in harsh coastal environments. For full details of the scope of works refer to the Contract Tender Documents.

Address of the Site

2.4 Mount Wise Gardens, Newquay, TR7 2AZ

Time Scale for the Project

Start of construction	Winter 2026
End of Construction	Spring 2026
Mobilisation Period	Minimum 4 weeks

HSE F10 Notification

2.5 The project may be notifiable. When the duration of the works is known the threshold details of the HSE notification will be checked to determine if an F10 notification will be required. When the Principal Contractor/Designer has been appointed the F10 will be issued to the HSE if required.

Project Directory

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Principal Contractor/Designer

2.6 To be Appointed by Tender from this tender.

- **Existing Records and Plans**

2.7 For details of all existing services that may affect the works please refer to the Client's contract documents.

2.8 **In the absence of accurate records relating to the existing site the Principal Contractor/Designer will be required to carry out all necessary**

measures to locate and record any buried services and any other conditions that may impact the works on site before any excavation works take place using mechanical plant or excavation equipment (see also item 5.2 below).

3. Client Considerations

3.1 Health and Safety Objectives

- 3.2 The Client is committed to operating the site and provide a working environment, which is both safe and free from health hazards for everybody associated with the construction activity including recreation ground users who may be affected by the construction activity.
- 3.3 The health and safety goals for the project are to complete the project defect free, within budget and to achieve a zero-accident rating (if practicable) for the project in accordance with the client's policy.

3.4 Client Rules and Procedures

- 3.5 All contractors associated with the project shall be required to comply with the rules and procedures provided by the Client and shall maintain regular contact with the Client's Representative and Principal Designer to discuss all relevant Health & Safety matters relating to the works in progress.
- 3.6 The Principal Contractor/Designer shall be required to distribute Health & Safety information to all parties at the appropriate time, during the term of the construction works, by the person in charge of the project.

3.7 Arrangements for Liaison between Parties

- 3.8 Close liaison will also be necessary with the Client's representative and Principal Contractor/Designer/Designer to ensure adequate co-ordination and proper management of the project throughout all stages of the work.

3.9 Arrangements for Welfare

- 3.10 The CDM 2015 regulations makes specific reference to adequate welfare arrangements **MUST** be in place from commencement of the construction period. Arrangements must include the provision of such facilities included within the CDM 2015 Regulations (refer to Schedule 2 of the CDM Regulations for more details).
- 3.11 Additionally there are no local public conveniences and so the Principal Contractor/Designer will also need to consider the provision of welfare facilities for the duration of the works. Newquay Town Council can make toilet provision available from its Community Centre if required. The Mount Wise Community Centre is located at 28 Mount Wise, Newquay, TR7 2BJ which is less than 5 - 10 minutes' walk.

3.12 **Security**

3.13 Contractor's working areas shall be made secure always to prevent unauthorised persons, including children, from entering working areas. This should include:

- General entry and exit procedure to be implemented.
- Arrangements for the security of the work areas.
- Arrangements for the security of plant and equipment including the location of temporary storage of plant and equipment.
- General access and egress procedures including accountability of persons on site at any one time.
- The Contractor should consider the use of temporary CCTV to maintain close security during working out-of-hours.

3.14 **Surrounding Land Uses**

3.15 The works will take place within the boundaries of the Mount Wise Gardens which is located and accessed from Mount Wise Road, Newquay.

3.16 The immediate surrounding area is mainly residential with a Cornwall Council Car Park adjacent to the open space on the Western boundary.

The open space is accessible to the general public for 24 hours every day.

3.17 **Traffic Systems and Restrictions**

3.18 There is a reasonable access for contractors vehicles and plant via the access to the Garages from Mount Wise as highlighted below:

- Image 1 (Road View). Access from Mount Wise, Newquay.
- Image 2. Road Access (Top). View of Road down to Site Access.
- Images 5A & 5B. Site Access and Site Access Closeup. The access to site is to the West of the Garages. The access can be widened as it is predominantly scrub land if it is required however the Principal Contractor/Designer will need to consider this as part of the required works.

3.19 Parking for contractors staff on Mount Wise Road should be discouraged given it is a busy main road throughfare through Newquay. There is a Cornwall Council Car Park adjacent to the Mount Wise Gardens on the Western Boundary and the Principal Contractor/Designer would need to liaise with the Highways Authority in regards to whether aspects of this could be reserved for parking

3.20 The Principal Contractor/Designer is to comply with all the parking / loading / unloading and associated restrictions that may apply in the neighbouring roads and Car Parks. It is equally important from Health & Safety point of view that the Principal Contractor/Designer complies with all Local Byelaws and Street Regulations especially those relating to traffic systems speed

limits and restrictions.

- 3.21 The Principal Contractor/Designer shall take all necessary safety measures to ensure that all vehicles and plant entering and exiting the Gardens do so in a safe manner always.
- 3.22 Vehicles and moving plant within the boundary of Mount Wise Gardens shall not exceed 5 mph when on site. If large vehicles and/or plant are moving in the open space then the 5mph speed limit must be adhered to and a banksman shall be in attendance to warn both members of the public, especially children, and drivers of vehicles and plant of the dangers associated with moving vehicles and plant.
- 3.23 All contractors vehicles and plant, when not in use, must be securely locked with the handbrake on.
- 3.24 The Principal Contractor/Designer's operations and plant and vehicles must not obstruct or block access on the recreation ground paths and entrances.
- 3.25 The Principal Contractor/Designer shall make sure that all working areas are fenced off at all times and not left unattended during work hours. Vehicles, equipment and plant shall be kept locked when not in use and brakes applied to prevent movement when unattended. Keys shall not be left in vehicles, equipment and plant when not in use.
- 3.26 **Permits and Authorisation Procedures**
- 3.27 The appointed Principal Contractor/Designer should consider arrangements for the implementation of an appropriate permit-to-work system to reduce risks to persons or others who may be affected by the following work activities:
- Hot works (if applicable)
 - Working in confined spaces eg. deep manholes, sewers, trenches
 - Isolation of electrical supplies and systems and other utilities
 - Work at height
 - Work activities involving risks to others or members of the public or emergency services personnel.
 - Use of mobile cranes or other mechanical lifting equipment must comply with LOLER Regulations.
- 3.28 If a Permit-to-Work system is used it shall communicate information between parties involved, in order that additional training, instruction or information can be shared to ensure that persons are not exposed to the actions of others outside your control, and should be readily available to those persons undertaking the works
- 3.29 The permit must, as a minimum, contain the following information:

- Name of person issuing the permit
- Date of application is made
- Dates the permit is current
- Description of the works
- Hazards and risks associated with the work activity described above in the description
- Control measures to be implemented throughout the permit duration
- The name of the person receiving the permit
- The name of the person cancelling the permit
- The date and time the cancellation takes effect.

3.30 Contractors and Visitors Entry Procedures

3.31 All visitors intending to enter work areas shall first visit the site manager's office or equivalent and sign in and out. The Principal Contractor/Designer shall operate sign-in/sign-out procedures for his own workforce and sub-contractors.

3.32 Tree Protection Measures (if applicable)

3.33 In accordance with Newquay Town Council's conditions as set out in the Specification, all existing trees within Mount Wise Gardens that are not earmarked for a replanting/replacement program as part of the design must be protected from damage caused by vehicles and plant.

4. Principal Contractor/Designer Considerations

4.1 Construction Phase Health and Safety Considerations

4.2 The Principal Contractor/Designer and other Contractors may not be able to complete fully the Construction Phase Plan prior to commencement of the project. However, the Principal Contractor/Designer must provide a Health and Safety Plan/Method Statement for each element of the work before it commences.

4.3 The Construction Phase Plan is required to be sufficiently developed by the Principal Contractor/Designer prior to the construction work commencing, and then, to be fully developed throughout the project.

4.4 The Principal Contractor/Designer's control and management procedures for Health & Safety shall also comply with the Project Tender documents including notes in the General Preambles.

4.5 Emergency Procedures

Fire

4.6 **The Principal Contractor/Designer shall be required to detail the emergency procedures for fire within the Construction Phase Plan.**

4.7 Consideration should be included for the following: -

- Routes of escape from the work areas.
- Fire prevention measures when working in confined spaces or areas of restricted natural ventilation within the work areas.
- Means of sounding and raising the alarm.
- The surface spread of fire emanating from hot works.
- Lone or isolated work activities within confined, restricted or controlled working environments.
- Hot works involving flammable gas and flammable materials.

4.8 In addition to the above consideration should also be given to the following:

- Responding to alarms activated by others.
- The ability to hear fire alarms within enclosed working environments.
- Means of escape from mobile elevated work platforms in the event of fire.
- Monitoring of the atmosphere within the confines spaces or restricted working environment.

4.9 Accident/Injury/Dangerous Occurrence

4.10 The Principal Contractor/Designer shall be required to detail their arrangements for the management and control of Accidents, Personal Injury or Dangerous Occurrence on site during the project within the Construction Phase Plan.

4.11 The above should provide clear information to those persons working within the area and the actions to be taken for:

- The treatment of minor accidents or injuries.
- The action to be taken to raise the emergency services.
- The action to be taken by whom to record and report the incident or accident.
- Where to obtain emergency first aid treatment.

4.12 Consideration should also be given to the rescue of persons from the confined or elevated working platforms.

Reporting Procedures

4.13 The Principal Contractor/Designer shall be required to detail their arrangements for the Reporting of Accidents/Personal Injury or Dangerous Occurrence on site during the project within the Construction Phase Plan.

4.14 **Any serious accidents shall be reported to the HSE under the RIDDOR regulations.**

4.15 This should provide clear information to those persons working within the area, the actions to be taken for:

- Who to report accidents or incidents to.
- Whose responsibility it will be for completing the relevant forms.
- Whose responsibility it will be for informing the design team.
- Where the forms can be located.

4.16 **Working Hours**

4.17 **The Principal Contractor/Designer shall be required to detail the arrangements for working hours within the Construction Phase Plan.**

4.18 Consideration should be given to the following adequate timescales for:

- The erection of security hoardings (if applicable).
- The placement and delivery of external temporary welfare facilities for the project.
- The delivery times of large and heavy items of plant and equipment.
- The protection of others and staff who may be affected by the hours of work.
- Safe access and egress to the working area throughout the working hours for the duration of the project.
- The delivery and removal of materials within the working hours agreed with the Client's representative.
- The control of emissions into the atmosphere including dust, noise and vibration during the construction working hours

4.19 **Monitoring and Review of Construction Operations**

4.20 This shall include the monitoring and control of direct and sub-contractors engaged to complete various work activities associated with the construction works

4.21 This provides clear information and guidance on the following:

- Frequency of monitoring.
- Carried out by.
- What will be recorded during monitoring.
- What action will be taken in the event of defects noted.
- Who will have the responsibility of rectifying the defects.
- What action will be taken for non-compliance.

4.22 **The Principal Contractor/Designer shall be required to detail their arrangements for the monitoring and review of construction activities though out the project.**

4.23 **Consultation with Employees and Others**

4.24 Appointed Contractors shall be required to provide a suitable and adequate

means to consult with those contractors and others who may be affected by the construction activity, prior to construction operations commencing.

4.25 Consultation with others shall include regular meetings, exchange of health and safety information, training, co-ordination and co-operation with those affected by the construction operations.

4.26 **The Principal Contractor/Designer shall be required to detail the arrangement for consultation, co-ordination and co-operation between parties associated with the construction activity within the Construction Phase Plan.**

4.27 **The Selection and Control of Contractors**

4.28 The appointed Principal Contractor/Designer shall be required to have adequate resources in place for:

- The selection of approved and experienced contractors for the tasks to be undertaken.
- Establishing the competence of selected contractors and persons required for construction activities.
- Have appropriate, resources in place for the procurement of resources including the appointment of suitable domestic contractors required for task.
- Adequate timescale in place for the mobilisation of other appointed contractors.

4.29 **The Principal Contractor/Designer shall be required to detail the arrangements for the selection of competent contractors for the work activities, including mobilisation periods within the Construction Phase Plan for the project.**

4.30 **The Selection and Control of Plant and Equipment**

4.31 The Principal Contractor/Designer shall be required to have adequate resources in place throughout the construction period for the selection and control of plant and equipment required for the project.

4.32 Selection and control measures should be based upon suitable and sufficient assessment of risk to persons and others who may be affected by the construction activity.

4.33 The Principal Contractor/Designer shall be required to co-operate and co-ordinate with others undertaking construction activities and to disseminate site rules and procedures to others regarding the control and selection of plant and equipment required for construction activities.

4.34 All plant and equipment selected should be:

- Fit for purpose and free from defect.
- Properly used as its intended design.

- Operated by trained and competent persons.
- Properly and regularly maintained.

The Principal Contractor/Designer shall be required to detail the arrangements for the selection and control of plant and equipment for the work activity within the Construction Phase Plan.

4.35 Site Induction and Training

4.36 The management and control of the general health and safety of employees and others associated with the project falls within the duties of the appointed Principal Contractor/Designer to ensure that persons are:

- Adequately informed of the site rules and procedures.
- Suitably experienced and competent to undertake the type of work.
- Adequately trained and supervised during the works.
- Provided with safe access and egress to the place of work.
- Provided with safe and maintained plant, equipment and appropriate PPE.
- Provided with adequate arrangements for welfare.

4.37 Training should contain the following information:

- Site rules appertaining to working on the construction site.
- Reporting of accidents, injuries, dangerous occurrences.
- Emergency procedures for fire and evacuation of the site.
- Emergency procedures for the discovery of buried suspect materials or substances.
- General security procedures.

4.38 The Principal Contractor/Designer shall be required to detail the arrangements for the site safety induction of persons. Induction procedures should clearly identify the names and telephone numbers of those persons with management responsibility actively associated with the project within the Construction Phase Plan.

Approval of Method Statements and Risk Assessments

4.39 Work activities associated with the project shall require work to be undertaken in a specific logical sequence to reduce risk to employees and others to a minimum.

4.40 The Principal Contractor/Designer shall be required to detail the arrangements for the implementation of suitable and sufficient risk assessments and the production of appropriate method statements for the work to be undertaken within the Construction Phase Plan.

Arrangements for Dealing with Design Changes/Unforeseen Eventualities during Construction

- 4.41 The following procedures must be observed where unforeseen eventualities during project execution result in substantial design changes which might affect the allocation of health and safety resources.
- 4.42 Any substantial design changes shall be examined by the Designers for health and safety implications.
- 4.43 Details of proposed substantial design changes must be submitted to the CDM Coordinator to ensure compliance with the regulations.
- 4.44 The Principal Contractor/Designer and, where applicable, other Contractors, shall re-examine changes and implement all necessary Health and Safety measures to deal with those changes.
- 4.45 Non-design generated works/site developments, which had not or could not have been envisaged, necessitating a revised approach, must be evaluated by the Designer(s) from a health and safety risk assessment before implementation.
- 4.46 The Designer's resolution of any such unforeseen circumstances must be submitted to the CDM Coordinator to ensure compliance with the regulations before implementation.
- 4.47 **The Principal Contractor/Designer shall be required to detail his arrangements for the management and control of design changes within the Construction Phase Plan.**

5. Significant Hazards and Risks

5.1 Potential Health and Safety Risks

- Underground Services – The only available information at the time of writing this report are the utilities searches for Gas (Wales & West Utilities) and Electricity (National Grid). No information in regards to Water services could be obtained from South West Water. The Principal Contractor/Designer should satisfy themselves that they conduct reasonable surveys to ensure no unregistered or private underground services will be impacted during the works.
- High levels of noise from plant and machinery. The Principal Contractor/Designer shall undertake to carry out suitable risk assessments in relation to the generation of noise during the works including protecting his workforce and other users of the site from the harmful effects of noise. Principal Contractor/Designer may need to employ noise suppression measures to reduce harmful effects of noise on staff and users of the Gardens area.
- High levels of dust generated by the construction works. The Principal Contractor/Designer shall undertake to carry out suitable risk assessments in relation to the generation of dust during the works including protecting his workforce and other users of the site from the harmful effects of airborne dust. The Principal Contractor/Designer

may need to employ dust suppression measures to reduce harmful effects of airborne dust on staff and recreation ground users.

- Work at Height Activities. The Principal Contractor/Designer shall ensure at all times that it has undertaken suitable and sufficient risk assessments in relation to any activities involving working at height and that Contractor's and staff are suitably trained and supervised to undertake such activities.
- Movement of vehicles, plant & machinery. The Principal Contractor/Designer must ensure adequate resources, risk-based selection, and control of all plant and equipment during construction. They must coordinate with others on site, communicate relevant rules and procedures, and ensure all equipment is fit for purpose, defect-free, correctly used, maintained, and operated by competent personnel. These arrangements must be detailed in the Construction Phase Plan.
- Anti-social activities such as vandalism, theft and alcohol abuse, drunkenness and drug related activities may happen in the area. Items such as discarded drugs paraphernalia and broken glass. The Principal Contractor/Designer shall make all his staff aware of such activities and advise his staff not to confront alcohol and drug users and not to pick up drug related items but to notify the Town Council. Incidents of vandalism and theft shall be report to Newquay Town Council and Devon and Cornwall Police.
- Dog Fouling. The Principal Contractor/Designer shall make all his staff aware of dog mess in the Gardens and of the need to avoid contact with dog mess.

5.2 Underground Services

5.3 The Principal Construction Contractor should undertake all necessary investigation to establish the location and the nature of services within the work area which may be affected by the construction works and shall include the following:

- Alteration and isolation of electrical supplies.
- Alteration to mechanical services.
- Alteration and repair to emergency systems within the premises.
- Alteration and isolation of telecommunication supplies.

5.4 **The Principal Contractor/Designer shall be required to detail their arrangements for the identification, protection and isolation of services within the Construction Phase Plan.**

5.5 Please refer to existing services plans provided by Wales and West Utilities and National Grid prior to undertaking any ground works. The Principal

Contractor/Designer shall use all necessary measures including CATSCAN equipment to locate buried unregistered or private services. Hand dig procedures shall also be used to locate services if there is any doubt.

The Principal Contractor/Designer shall be required to detail the arrangements to implement and manage live underground services.

5.6 Delivery of Material

- 5.7 The Principal Contractor/Designer shall be required to detail the general arrangements for the handling and positioning of equipment and materials associated with the construction works within the Construction Phase Plan.

5.8 Work at Height

- 5.9 The project will involve work at height – all works to comply with Work at Height Regulations.
- 5.10 **The Principal Contractor/Designer shall be required to detail the arrangements for the selection and control of all access equipment for Work at Height within the Construction Health and Safety Plan.**

5.11 Lifting Operations

- 5.12 **The Principal Contractor/Designer shall be required to detail the management arrangements for lifting operations or lifting devices selected as classified within the LOLER Regulations within the Construction Phase Plan.**
- 5.13 This should include full details of:
- The arrangements for carrying out a suitable risk assessment of the lifting operations.
 - The preparation and provision of a suitable method statement for the lifting operation.
 - The nominated persons to act as the person in control of the lifting operations.

5.14 Manual Handling

- 5.15 The project may require the removal/handling of large or heavy items. This should be undertaken by persons suitably experienced in handling and lifting heavy items greater than 25kgs with specialist equipment.
- 5.16 **The Principal Contractor/Designer shall be required to detail his arrangements the management of persons exposed to manual lifting or lifting of weights greater than 25 kgs within the Construction phase plan.**

5.17 Restrictions on Noise, Vibration, Environmental and Planning Issues

- 5.18 The Principal Contractor/Designer is expected to use their best endeavors to limit the amount of noise and dust emanating from his works. Vibration, noise and dust pollution must be kept to a minimum considering the properties

nearby. All reasonable steps must be taken to reduce noise and dust pollution to levels acceptable to the Local Authority Environmental Health Department under the Environmental Protection Act 1990.

- 5.19 **The Principal Contractor/Designer shall be required to detail his arrangements for the control and monitoring of emissions into the atmosphere. This shall include noise and dust associated with Construction activities.**

5.20 **Fire Emergency**

- 5.21 The Principal Contractor/Designer shall prepare a construction fire risk assessment for the duration of the works.

6. Appendices

6.1 Appendix 1 – Principal Contractor/Designer's Emergency Arrangement Drawing

The Principal Contractor/Designer shall be required to provide with the construction phase plan, a suitable drawing showing the emergency routes, call points, fire alarm systems, and if applicable, the location of waste skips external welfare facilities, traffic routes and storage areas.

6.2 Appendix 2 - CDM 2015 Regulations (Welfare Facilities) Schedule 2

Sanitary Conveniences

- Suitable and sufficient sanitary conveniences to be provided or made available at readily accessible places, adequately illuminated and ventilated.
- Kept clean and in good order and condition.
- Separate facilities for both men and women when applicable, or where the facilities can be secured from the inside when in use by a single person.

Washing Facilities

- Suitable and sufficient facilities for washing must be provided, within the immediate vicinity of every sanitary convenience.
- Washing facilities must be provided with hot and cold or warm running water so far as is reasonably practicable.
- Must be provided with suitable means of cleaning and drying including soap and towels.
- Must be adequately ventilated and illuminated.
- Must be maintained in and clean and tidy order.
- Must be capable of being secured if intended of being in use by a single person only.

Drinking Water

- Adequate supply of clean fresh drinking water to be provided at readily accessible places.
- Must be adequately signed to identify drinking water
- Adequate supply of suitable cups or other drinking vessels unless water is provided by a jet.

Drying Room/Changing Facilities

- Suitable and sufficient changing facilities to be provided or made available where persons are expected to wear special clothing for work.
- Be provided at readily accessible places.
- Provided with adequate seating and lockers.

Facilities for Rest

Facilities for rest or rest areas must be provided at readily accessible places and include suitable arrangements for:

- The protection of smokers and non-smokers.
- Be equipped with adequate number of suitable tables and chairs with backs to support the total number of persons on site at any one time.
- Include suitable arrangements to ensure meals can be prepared and eaten.
- Including means to heat food and water.
- Be maintained at an appropriate temperature.

6.3 Appendix 3 - The CDM Regulations 2015 H&S File

The Health and Safety File shall be a project specific document containing all necessary information relating to the construction works.

The list below is a guide as to what information shall be required for the H&S File.

Sub Directories and Files:

- **Project Description**
- **Project Directory**
- **Residual Hazards**
- **Underground Services information**
- **List of materials manufacturers and suppliers**
- **Operation and Maintenance Manuals for Installed Equipment**
- **Cleaning and Maintenance Strategies**