Construction (Design and Management) Regulations 2015

CDM 2015 – Domestic Landscaping Project Template

1. Project and Client Details

Company Name: _____

Client Name and Address: _____

Project Description (e.g., Full Design & Build / Hard Landscaping): _____

Site Address: _____

Proposed Start Date: _____ Finish Date: _____

2. Legal Overview

Under the Construction (Design and Management) Regulations 2015 (CDM 2015), domestic clients' duties automatically transfer to the contractor or designer in control of the work. This means the contractor is responsible for ensuring all reasonable steps are taken to plan, manage, and monitor health and safety throughout the project.

Relevant CDM 2015 Regulations referenced herein include:
- Reg 4 – Client Duties
- Reg 5 – Appointment of Principal Designer/Contractor
- Reg 8 – General Duties
- Reg 12 – Pre-Construction Information
- Reg 13 – Duties of Principal Contractor
- Reg 15 – Consultation and Worker Involvement
- Reg 16 – Welfare Facilities

3. Pre-Construction Information

This information must be gathered before work begins to identify risks and ensure the safety of all persons involved.

- □ Full site survey completed before starting work?
- □ Any known site hazards identified by the client?
- □ Are welfare provisions available (toilet, washing, first aid)?
- □ Water and electricity provided free of charge?
- □ Existing site plans or service records available?
- □ Planning restrictions applicable to the site?
- □ Site access – width, overhead cables, turning space?
- □ Nearby schools, hospitals, or sensitive neighbours?

4. Key Project Elements

- □ Excavations – type, depth, and shoring arrangements
- □ Demolition or clearance works – risk assessment required
- □ Hazardous materials present (e.g., asbestos, treated timber)
- □ Potential soil contamination or invasive species (Japanese knotweed)
- □ Boundary and neighbour conditions photographed before work
- □ Site movement restrictions (hours, parking, deliveries) agreed in writing

5. Risk Assessments

Project-specific risk assessments must be completed before tendering and reviewed regularly. Examples include manual handling, excavation safety, vibration, dust, and electricity use.

6. Construction Phase Plan Summary

The contractor (acting as Principal Contractor under CDM 2015) must prepare and maintain a Construction Phase Plan before starting on site. This plan includes safe working methods, welfare arrangements, emergency procedures, and site induction processes.

7. Health & Safety File

The Health & Safety File should include as-built records, material data sheets, warranties, and maintenance instructions. It must be handed to the client upon completion of the works.

8. Declarations

Client Signature: _____ Date: _____

Contractor Signature: _____ Date: _____

By signing, both parties confirm that they understand and will comply with their duties under the Construction (Design and Management) Regulations 2015.