

Cambridge Halls Construction Management Plan – Main Works



Construction Management Plan

PF10-PR10-20-F005

Project: Cambridge Halls TV25

Principal Contractor:			John Graham Construction		
Registered Office Address:			5 Ballygowan Road Hillsborough Co. Down BT26 6HX		
Revision	Date	By	Approval	Date	Description of Modification
001	23/03/2026	CF	M McMahon	26.03.2026	For submission

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Supporting Documentation

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2	Arrangements for planning work activities and completing Risk Assessments	- Coronavirus Risk Assessment - Method Statements - Health & Safety Risk Assessments - Environmental Risk Assessments - Manual Handling Risk Assessments - Design Risk Assessments (if applicable) - COSHH/ DSEAR Assessments - Noise risk assessment - Vibration Risk assessment - Subcontractor Method Statement Review forms
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1 Description of Project

1.1 Project description and programme details including any key dates:

This Construction Phase Plan (CPP) has been prepared in accordance with the Construction (Design and Management) Regulations 2015 (CDM 2015) and sets out the arrangements for managing health, safety and welfare during the construction phase of the Cambridge Halls Student Accommodation Development on behalf of Manchester Metropolitan University (MMU) and Unite Student Developments as part of a joint venture.

The proposed development has evolved through an extensive pre-application and wider stakeholder consultation process, which has included collaborative discussions with the Metropolitan University of Manchester, the Council, and key stakeholders.

The proposed development provides the opportunity to regenerate this strategically important site for the University through the demolition of the buildings situated within the site and replacement with a highly sustainable new student accommodation development. The Programme of works are intended to be phased with 1100+ beds to be delivered by 2029 and a further 1203 beds by 2030 through a staggered start to best manage the sequencing of the build and minimise maximum resources through construction.

The CPP defines the management structure, key risks, control measures, and safe systems of work that will be implemented from Pre Construction Entry (PCE) through modular installation, structural completion, fit out and handover.

It is a live document and will be reviewed and updated regularly to reflect changes to the programme, sequencing, risk profile or site conditions. This will ensure the safe execution of the works, adherence to the Council's construction policies, and the effective management of environmental and safety issues relating to the project.

The CPP describes in high-level how the Contractor will manage:

- Local residents and businesses
- Site setup
- Works methodology
- Environmental management

Emphasis is also placed on the management of high risk construction activities relevant to the project including:

- * Large scale modular installation
- * Multiple concurrent lifting operations with five tower cranes on site
- * Working at height and temporary stability of pre-formed structures

The proposals are also intended to assist and enable third parties to clearly understand the nature of the works related to the site, specifically the construction and the management of the interface between the site and the public in a city centre environment.

The CPP and its continual development will assist in creating a good working relationship with local communities, visitors, and occupants of nearby residential and commercial properties to make sure they are kept fully informed of current progress and of contractor key activities. It will also allow third party feedback to minimise the risks, and disturbances to the locality as far as is safe, reasonable, and practicable

Phase 1 & 2 works include;

Enabling works and piling mat formation
CFA Piling
Groundworks, substructure, and drainage install
RC Frame up to 29 storeys plus roof levels
Steel frames at roof level amenity spaces and plant rooms
Modular bathroom pods
Internal fitout
Hard and soft landscaping

1.2			Details of client, Principal Designer, Designers, Principal contractor and other consultants		
Role	Consultant	Address	Contact	Contact number	Email
Developer	Manchester Metropolitan University	Bridgewater House, 7th Floor 58-60 Whitworth St Manchester, M1 6LT	Paul McCullough	07553 660017	p.mccullough@mmu.ac.uk
Developer	Unite Students	The Unite Group plc, South Quay House, Temple Back, Bristol, BS1 6FL	Hannah Walder	07394 800 895	Hannah.Walder@unitestudents.com
Contractor	Graham	Unit 4 Digital Park, Pacific Way, Salford Quays, M50 1DR	Stephen Van Den Hoek	07393 752687	Stephen.VandenHoek@graham.co.uk
Contractor	Graham	Unit 4 Digital Park, Pacific Way, Salford Quays, M50 1DR	Conor Feeney	0734577454 2	conor.feeney@graham.co.uk
Façade Consultant	BB7	Carrwood Park, Selby Road, Leeds, LS15 4LG	Nariman Daneshmandkhosravi	0788 0606698	narimandanesmandkhosravi@bbseven.com
Fire Engineer	Ashton Fire	29A Market Square, Bicester OX26 6AG	Kieran Watson	0774287696 3	kieran.watson@ashtonfire.com
Landscape Architect	Re-Form	Beehive Mill, Jersey Street, Manchester, M4 6JG	Tom Daggers		tom.daggers@re-formlandscape.com
MEP	Wallace Whittle Limited	3rd Floor, The Potthouse, 1 Hill Street, Belfast, BT1 2LA	Gavin McCausland	07765 261656	Gavin.McCausland@wallacewhittle.com
Planning	Turley	Level 5, Transmission, 6 Atherton St,	Steven Heatley	07970 391 451	steven.healey@turley.co.uk

		Manchester M3 3GS			
Project Manager	Cumming Group	52 Princess Street, Manchester M1 6JX	Ross Cuming	07345 466096	ross.cuming@cumming-group.com
Structural & Civil Engineer	Curtins	Rose Wharf, Ground Floor, 78-80 East Street, Leeds, LS9 8EE	Matthew Wright	07873 579679	matthew.wright@curtins.com
Structural & Civil Engineer	Curtins	Merchant Exchange, 17-19 Whitworth Street West, Manchester, M1 5WG	Marta Wolska	07842 414675	marta.wolska@curtins.com
Architect (& Interior Designer Post RIBA 3)	Cartwright Pickard	Unit 310 Ducie House, Ducie Street, Manchester, M1 2JW	Ross Ogilvie	0774011027 5	r.ogilvie@cartwrightpickard.com
BSA PD & Approved Inspector	Project Four Safety	17 Mann Island, Liverpool L3 1DG	Cathal Bradley	0753472 8304	cathal.bradley@projectfoursafety.com
CDM PD	Atkins Realis	3100 Century Way, Thorpe Park, Leeds, LS15 8ZB, United Kingdom	Michael Watson	07812 319477	Michael.Watson@atkinsrealis.com

1.4 Extent and location of existing records and plans relevant to health and safety on site, including information about existing structures when appropriate	
	Site plans & records issued by Unite/ Manchester Met University included • Asbestos Reports & Surveys • Building structures • Topo surveys to all utilities that are currently onsite • Drainage drawings • Surface water drainage • Bat survey information and reports • Bio diversity onsite • Sub-station locations
1.	Asbestos surveys and information on network system "Shine" which when requested gives access to all historical reports and surveys
2.	Building structures all information received in both formats DWG & PDF
3.	Topo Suverys received for all utilies underground as well above ground feeder pillars and ancillaries [Street lamps columns , CCTV cameras, Mobile attennas etc]
4.	Drainage Drawings issued for Foul as well as Surface water showing connections to public sewers [Local authuroity assets] surrounding the site
5.	Bat Survey information received and re-survey undertaken for compliance
6.	Substations and ENWL assets drawings have been received, also Openreach, Cadent gas & Virgin drawings and assets
7.	
8.	
9.	
10.	
11.	
12.	

2 Management of Work

2.1 Competence Assessment and Appointment of GRAHAM Project Management

In order to assess and confirm that both the GRAHAM Contracts Manager and GRAHAM Project Manager who hold senior management positions on this project have suitable competence to fulfil the position, the regional Director will formally appoint the selected persons.

This formal appointment process seeks to assess skills, training and experience of the individual who will in turn acknowledge they understand their responsibility's in accepting the position and agree to implement these.

These completed forms of appointment are held in section 1 of the supporting documents connected to this Construction Phase Plan.

2.2 Management Structure and Responsibilities

JOB TITLE	NAME	HEALTH AND SAFETY RESPONSIBILITIES
GRAHAM Regional Director	Stephen Van den Hoek	• Demonstrating commitment to H&S by example • Providing resources to site to enable effective management of H&S • Ensuring site staff are trained adequately in accordance with H&S policy • Ensuring Competent Sub-contractors are appointed • Ensuring Welfare Facilities are adequately organised • Reviewing documented evidence of the management of H&S on site • Ensuring Co-operation and co-ordination of H&S on site is implemented • Ensuring suitable plant and equipment for the job is made available • Being alert to special risks which may arise from site Risk Assessments • Providing supervisors with adequate information and guidance as read • Ensuring accidents are investigated and reported
Project Director	Conor Feeney	

	JOB TITLE	NAME	HEALTH AND SAFETY RESPONSIBILITIES
	GRAHAM Senior Site Manager	Luigi Pettinato	- Ensuring that all workers on site work in accordance with site rules. - Demonstrating commitment to safety & encouraging safe work - Ensuring RAMS are prepared for hazardous activities. - Ensuring ops have been instructed in H&S matters concerning their work. - Ensuring S/Cs prepare RAMS and inform their ops of details - Reviewing RAMS supplied by S/Cs prior to commencement on sit. - Ensuring work place training (e.g. tool box talks) is carried out for all. - Ensuring routine safety checks and statutory inspections are carried out. - Ensuring accidents are investigated remedial action taken - Ensuring near miss events are reported to the SHE Department. - Ensuring Weekly Activity Supervisor Plan is completed - Ensuring The Construction Phase Plan is set up and maintained. - Ensuring Suitable and sufficient safe systems of work are followed. - Ensuring Welfare Facilities are in good repair and are kept clean and tidy.
	GRAHAM Snr Engineer	Michael Hudson	- Ensuring first aid facilities and firefighting arrangements are available. - Ensuring adequate security arrangements are made for the site - Ensuring plant and equipment available on site is fit for purpose - Ensuring thorough examination/ test certificates available as per LOLER. - Ensuring temp electricity supplies meet company and legal requirements. - Ensuring suitable means of access and safe places of work are provided - Ensuring adequate precautions are taken to protect the public - Ensuring Adequate stocks of Personal Protective Equipment are available.
	Site Eng	TBC	
	Site Manager	TBC	
		TBC	
		TBC	
	Senior Building Services Mgr	Colin Campbell	
	Trainees	TBC	

	JOB TITLE	NAME	HEALTH AND SAFETY RESPONSIBILITIES
	Appointed Person for lifting	TBC	The appointed person's duties should include the following. - Being familiar with the relevant parts of the project Health and Safety Plan where the lifting operation is being carried out on a site where the Construction (Design and Management) Regulations [6] apply. - Assessing the installation/lifting operation to provide such planning, selection of crane(s), lifting accessories and equipment, instruction and supervision as is necessary for the task to be undertaken safely. This may include consultation with other responsible bodies if necessary and ensuring that, where different organizations are involved, they collaborate as necessary. - Ensuring that adequate inspection/examination and maintenance of the equipment has been carried out. For further information see BS 7121-2. - Ensuring that there is an effective procedure for reporting defects and incidents and taking any necessary corrective action. - Taking responsibility for the organisation and control of the installation/lifting operation. - Ensuring that the crane supervisor is fully briefed on the contents of the Method Statement (see 6.3). The appointed person should have the necessary authority for the performance of all these duties and, in particular, authority to stop the operation whenever they consider that danger is likely to arise if the operation were to continue. Duties, but not responsibilities, may be delegated to another person where considered appropriate. NOTE As the crane operator is required to be at the controls of the crane when it is handling loads, it would not be appropriate to appoint the operator to be in control of the lifting operation. For a basic lifting operation, the management of the employing organization may consider it appropriate to appoint the slinger to be in control of the lifting operation. The duties of appointed persons for crane operations can vary according to the complexity of the operation.
	Environmental Manager	David O'Hagan	- Be fully aware of the project environmental aspects in general and of their specialty in particular - Ensure the works are carried out to agreed working methods and procedures and to the required standard of quality - Train and educate the workforce regarding best practice, constraints and methods of working Liaise with Environmental Manager to ensure any environmental issues are dealt with swiftly and correctly

	JOB TITLE	NAME	HEALTH AND SAFETY RESPONSIBILITIES
	Temporary Works Coordinator	Luigi Pettinato	• Complete and update a temporary works register • Carry out risk assessment on need for temporary works design • Prepare a formal design brief for temporary works design • Engage with temporary works designer • Ensure design is checked in that the design is compliant with the brief in the terms of concept and structural adequacy. • Ensure temporary works designer has carried out a check • Ensure independent temporary works checker as necessary • Make designs available to the permanent works designer and PRINCIPAL DESIGNER • Retain copies of temporary works design on file and maintain TW register, design briefs, correspondence, drawings, calculations and other relevant data for each temporary works item. • Ensure those responsible for on-site supervision of works have been made aware of Temporary works designs and have received copies of same. • Ensure checking and maintenance checks are carried out by the site team • Ensure Permits to work system is being effectively operated for each element of temporary works • Ensure safe dismantling of temporary works.
	Environmental Advisor	Isabella Silo	• Ensure that all personnel undergo suitable and sufficient environmental induction before starting work on the project • Ensure that staff are attending the appropriate environmental courses that are organised by the Environmental Manager. Ensure the Environmental Manager is maintaining records • Monitor the performance of personnel and activities under their control and ensure that arrangements are in place so that all personnel can work in a manner which minimises risks to themselves and to the environment • Undertake a programme of regular project environmental inspections in accordance with procedures • Implement the environmental performance measurement, review and reporting requirements • Assist and support the Environmental Manager when pollution investigations are required Co-operate with auditors during environmental audits and action any non-conformances.
	Project Ecological Consultant	Thompson Environmental	• Monitoring site works • Provision of status reports and updates • Provision of advice to and liaison with workers on site • Identify environmental risks and develop environmental controls • Delivery of environmental training for site personnel and sub-contractors Liaison with the Site Team

	The following persons are employed by GRAHAM and are available to provide SHE advice to the project management team and operatives on site. Mr A Cooke Group Safety, Health, Environmental (SHE) Director Mr R Fleming Head of Health and Safety (Building South and IFO) Ms M McMahon Health and Safety Advisor (Building South)
	The first point of contact to provide competent SHE advice to the project management team:-
	Mr Robin Fleming E-mail: robin.fleming@graham.co.uk Phone: 07827 278306
	Ms Marge McMahon E-mail: marge.mcmahon@graham.co.uk Phone: 07385019836

Safety & Occupational Health

- First point of contact for advice or guidance
- Marge McMahon 0738 5019836
- Robin Fleming (UK & Ireland) 07827278306

Environment

- First Point of contact for advice or guidance
- David O'Hagan - (Building South and IFO) 07881340764
- Issy Silo - (Building South) 07748626176

GROUP SHE DIRECTOR

- Contact if all above are unavailable
- Andrew Cooke - Head Office or 07976 311986

Project Organogram

Delivery

Regional Director
Stephen Van den
Hoek



Project Director
Conor Feeney



Project Manager
TBC



Senior Site Manager
Luigi Pettinato

Site Team
Colin Campbell MEP
Manager
Site Supervisors
TBC

Support

Planning –Paul O’Grady

Procurement – Eimear McLaughlin

Managing Surveyor – Michael Brown

SHEQ – Robin Fleming

IT – Various

HR – Louise Hunter

Document Controller-Mohini Vekaria

Project Management Team

NAME	JOB DESCRIPTION	CONTACT NUMBER
Stephen Van Den Hoek	Regional Director	
Conor Feeney	Project Director	
Gerald Fitzpatrick	Commercial Manager	
Michael Brown	Managing Surveyor	
Seamus McFerran	Design Manager	
Alice Pridham	Design Manager	
Luigi Pettanito	Senior Site Manager	
Michael Hudson	Senior Engineer	
TBC	Site Manager	
TBC	Site Manager	
Colin Campbell	Senior Blg Services Mgr	
TBC	Trainee Engineer	
TBC	Trainee Engineer	
TBC	Trainee Building Services	
Paul O'Grady	Senior Planner	
TBC	Planner	
TBC	Planner	
TBC	Planner	
Eimear McLaughlin	Quantity Surveyor	
Kaya ByronColey	Quantity Surveyor	
Mohini Vekhari	Document Controller/Adimin	
TBC	Administrator	
Marge McMahon	SHE Advisor	
Robin Fleming	Head of SHE Building South	

2.3 Health and Safety Aims for the Project and Arrangements For Monitoring and Review of Health and Safety Performance

It is GRAHAM Construction's intention to demonstrate commitment to the project goals and aims implementing good practices and capturing new and innovative processes throughout the project.

The ultimate Health and Safety goal on this project is to complete all work where no one is injured and property damage has not occurred. To further define this, GRAHAM has adopted the following on this project:

- Have no serious accident or any event to the level where the accident is reportable to the HSE.
- To complete health and safety inspections on site as required to monitor compliance. This compliments the daily site inspections completed by the Site Manager and Project Manager.
- To ensure industry best practice is utilised.
- To have an accident incident rate on this project lower than the industry average
- To identify and share with the Principal Designer early warning of hazards to allow design modifications to take place as part of the coordination process of health and safety.
- Sequencing of works to avoid clashes and exposure to risks.
- To have no HSE Improvement or Enforcement Notices.

Construction Phase Plan will be available to and implemented by all contractors and site operatives. The Plan will be reviewed on a regular basis and revised as necessary to reflect current site situations. Any shortcomings noted by site personnel are to be addressed and recorded as necessary.

Adherence to existing Environmental Restrictions and existing on-site restrictions as outlined in the Construction Environmental Plan for the Project.

Actions to prevent uncontrolled contamination and pollution.

Recording of Environmental actions for inclusion in the H&S File.

To ensure co-operation between all parties involved to complete the project safely.

To raise awareness of interaction between members of the public, site operatives and operations, preventing trespass and to ensure liaison with the Community occurs at all stages of the project.

To ensure works are carried out in a manner which seeks to safeguard the safety, health and welfare of all those engaged in, or affected by the works, including operatives and members of the public.

In conjunction with the above Safety Goals Graham Construction will adopt the Client's Safety Objectives which includes: Student Safety, protocols and student and faculty meetings

2.4 Site Rules (Including Drug and Alcohol Policy)

The Project Manager or Site Manager following review of the project has developed the following site rules. The site rules are communicated to everyone as part of their site induction.

1. All persons MUST accept the GRAHAM Site Rules as a condition of employment on this site. Sub-contractors whose operatives commit a breach of health and safety will be charged for a re-induction. They will also be disciplined under the 3 & out rule which can lead to suspension from site.
2. All persons must wear safety helmets, high visibility clothing and safety footwear with toe and mid sole protection at all times. Hi-viz vests must only display the GRAHAM logo or the sub-contractors name.
3. Gloves and glasses must be worn where a risk of injury is foreseeable.
4. Other appropriate PPE must be used when provided or where risk of injury exists.
5. Instructions from GRAHAM site staff regarding safe working practices are to be followed.
6. All Warning Notices must be complied with.
7. All persons must maintain a reasonable standard of dress, refrain from shouting or whistling, and treat the public with respect.
8. Only 110 volt or battery power tools will be permitted on site.
9. All materials must be stored and stacked safely.
10. Skips will be provided for rubbish and you must keep your work area clean and tidy. Waste must be disposed of in the correct skips.
11. Report immediately to your Supervisor any defects in plant, equipment or materials.
12. Please treat welfare facilities as you like to find them. Any person found abusing welfare facilities will face disciplinary action.
13. Horseplay, assault, abuse or intimidating behaviour of any kind on site will not be tolerated.
14. The consumption of alcohol or use of recreational drugs on site is strictly forbidden. Any persons found (or suspected) to have misused intoxicants, or who's performance could be (or could have been) impaired by misuse of substances, may be requested to undergo testing and may be subject to disciplinary action.
15. Do not attempt to carry out any task or operation which is dangerous or which could cause injury to you or someone else – if in doubt, consult the Site Manager.
16. Prevent any substances, such as oil, diesel, chemicals, cement and sewage from entering a watercourse or drain. If a spillage occurs notify the Site Supervisor.
17. Ensure refuelling is carried out away from any drains, etc. Drip trays must be used.
18. Concrete wash-down must be carried out in an area away from drains.
19. Burning of rubbish is not permitted on site.
20. Noise, dust and nuisance must be kept to a minimum.
21. Do not alter scaffolding unless trained to do so.
22. Plant must only be operated by trained, competent and authorised persons.
23. No sporting team jerseys, emblems or colours to be worn at any time whilst on site.
24. Tracksuit trousers or similar (jogging bottoms/ shell suit trousers, etc.) are not permitted.
25. Mobile phones will only be permitted in controlled areas as designated by Site Managers. Plant operators must not use phones when operating plant.
26. Radios/ iPods/ MP3 players are a distraction and must not be used anywhere on site.
27. Mechanical digging must not take place within 500mm of a known service. Before excavation takes place an assessment and/or Permit to Dig must be in place from site staff.
28. Ladders will only be authorised for use when prior agreement from the Site Manager has been given.
29. Smoking is not permitted within site offices, canteens, drying rooms or closed buildings

All on site are required to adhere to UOM code of conduct policies and procedures.

The charging of batteries is not permitted on site or site welfare. Battery charging banks will be located in the site compound.

2.5 Arrangements to Ensure Co-Operation between Project Team Members And Co-Ordinator of Their Work

The GRAHAM Management Team will assess the competence of the design team or any subcontractor who have design responsibilities.

Design changes raised during project will be communicated to the Principal Designer and will be managed by the Site Management Team. Design changes will be managed by our Design Managers with any changes being reflected on the drawings.

The design team will produce and forward designs to GRAHAM who will review the health and safety impact of the design change on planned or progressing work activities and return the design document back with relevant comments.

A risk assessment will be completed for the affected construction activities, and an amended proposed method of construction developed which will be communicated to the site operatives.

If through the risk assessment, a reasonable practicable safe system of work cannot be developed, the Project Manager or Site Manager will co-ordinate with the design team liaising with the Principal Designer to identify an appropriate design that can be constructed safely.

Whenever a change in design has been confirmed by a designer or through the Principal Designer, the Project Manager or Site Manager will review how the change will affect the construction process. The Project Manager or Site Manager will ensure that the Construction Plan is reviewed and updated as the project develops.

The Project Manager or Site Manager will complete a risk assessment or review any existing risk assessment for the changed construction activity and communicate any changes in work process to the relevant site operatives.

If the design change has a direct effect on a subcontractor and how he has planned to complete his work activities, The Project Manager or Site Manager will liaise with the subcontractor supervisor and provide assistance if required in reviewing their Method Statement and risk assessment.

The Project Manager or Site Manager will collect from the subcontractor a record of evidence that any change in work activity has been communicated to operatives completing the work.

The Project Manager will hold regular meetings on site with subcontractors and discuss and agree health and safety issues on site.

The Project Manager will also hold technical meetings with subcontractors at a suitable frequency determined by The Project Manager or Site Manager to ensure appropriate and accurate health and safety design and production information is communicated.

Where work activities affect other parties not at work on site, the Project Manager will liaise with representatives of each party informing them of planned work activities and coordinating activities to minimise significantly impact on their day to day functions.

CLIENT PERMITS TO WORK – must be requested and communicated within pre-determined time frames for isolation, re energisation, access, and authorisations. Access/Hot works etc for demolition etc. Security passess/keys to be obtained from UoM offices.

- Monthly progress reviews held between MMU Unite and GRAHAM hosted by Cummings Group
- Monthly progress report will include all necessary H&S statistics relating to the project.
- Weekly co ordination reviews between GRAHAM and Contractors as they come on board
- Daily DABs meetings held between GRAHAM & Contractor supervisors, to ensure Logistics, access arrangements & activities operate as planned

2.6 Arrangements for Involving Workers

The GRAHAM site management team will consult with all operatives throughout the working days. The GRAHAM Site Manager or the subcontractor's supervisor will communicate all Method Statements and Risk Assessments to relevant employees and consult with them on any ideas they may have that assist the construction review process.

Any safety alerts, changes in work patterns or hazards etc. will be communicated tool box talks.

The site activity board will be displayed outside the canteen area and will outline the day to day activities on site, locations of various trades and permits.

When the project has more than 20 operatives on site, the Project Manager or Site Manager will initiate the selection process for appointing a site safety representative. Thereafter, site safety meetings will be arranged by the Project Manager or Site Manager on a frequency not greater than that every eight weeks at which views of the workforce will be aired. Once all subcontractors are appointed and the number of employees is agreed The Project Manager or Site Manager will convene the first meeting.

A standard site safety meeting agenda and minutes of meetings are held in section 8 of the supporting documentation to this Plan.

The Project Manager or Site Manager will liaise with contractors and relevant stakeholders on site both on a formal and informal basis, discussing methods of work and health and safety systems of work.

In addition tool box talks will be provided to each contractor on site relating to health and safety information. This information will be taken from the GRAHAM Tool box talk manual, from documented Method Statement and Risk Assessments and specific targeted information released from the SHE department.

Managers will have attended the SMSTS course. Holders of the IOSH Approved course on Managing Safely in the Construction Industry will be accepted upon review.

Foremen and Engineers selected to supervise work activities on the project will have attended the Construction Industry Training Board SSSTS Site Safety Supervisors course as a minimum.

As part of their regular refresher training, Site Supervisors will provide weekly Tool Box Talks to their Operatives. These tool box talks include those from the CITB tool box talk's manual; Risk Assessments and Method Statements for the works; or safety alerts and other relevant information sources.

Existing training will be confirmed by operatives when they present their competence cards at their site induction.

Where a risk assessment identifies specific or unusual hazards or the need for special risk training, employees or subcontractors will be selected and sent on suitable training courses in advance of the element of work commencing.

Records of all training are held on site.

Graham Construction is committed to implementing this Behavioural Based Safety (BBS). GRAHAM have partnered with MindSafety a training provider who specialise in occupational Safety culture change processes, to encourage positive workplace behaviours based on understanding how we all behave as human beings. To implement BBS, GRAHAM have trained the Health and safety team of managers and advisors to be behavioural safety coaches and provided awareness training to all managers within the organisation. Trained Mental Health First Aiders are available to assist on all GRAHAM projects.

	During site visits, the Health and Safety Manager/ Advisors will tutor, mentor, educate and coach the on-site operatives in how the human mind works and why we act the way we do. They will explain how simple changes in behaviour could yet further improve the good approach to safety that GRAHAM currently has, and how if everyone was to change their safety behaviour, there would be exponential improvement of our safety culture across the whole site. A copy of this Construction Phase plan will be provided to contractors before they begin work on site. The F10 and the H&S at work Law Poster will be clearly displayed on site.
	liaise and share information with • Occupied building Managers/Users,UOM support Teams • Adjacent groups/ business/service providers

2.7 Site Induction

All potential site personnel must complete VIS 2 part online registration/induction and questionnaire, completion will be carried out in advance of attendance to site, if successful, persons will attend and receive a site-specific briefing outlining the GRAHAM site team, welfare arrangements, emergency procedures & site rules etc. Once complete, electronic access will be granted to the turnstile system.

All site operatives will be required to provide copies of their skills competence for their skill/ trade and for the items of plant and machinery that they will be required to operate. Copies of all documentation will be retained on file by GRAHAM. Health assessments will be completed by all applicable contractors, plant operators, scaffolders etc.

This induction training, while focussed on the project site rules and the hazards specific to the work operations, will also highlight GRAHAM's Behavioural Based Safety programme in place to further ensure that that each site operative is aware of the impact an injury can have on themselves and their extended family, friends and work colleagues.

The induction script and records of induction are held in Section 1 of the supporting documentation related to this CPP.

The contents of the inductions are listed below:

Safety Induction:

1. Health and safety targets on this site
2. Health and safety behaviour
 - 2.1 Health and safety responsibilities
 - 2.2 Respect of others
 - 2.3 Put safety first
3. Protecting your safety
 - 3.1 Fall from height
 - 3.2 Electrocution
 - 3.3 Struck by moving plant
 - 3.4 Excavations
 - 3.5 Fire
 - 3.6 Housekeeping/ Good order
 - 3.7 Mobile phone policy
4. Protecting your health
 - 4.1 Manual handling
 - 4.2 Dust, fumes, chemicals and substances
 - 4.3 Noise
 - 4.4 Vibration
5. Safe systems of work
 - 5.1 Emergency procedures
 - 5.2 Accident reporting and at-risk observation reporting
 - 5.3 First aid
 - 5.4 Permits to work
 - 5.5 Risk assessment and Method Statements
 - 5.6 Drugs and alcohol
 - 5.7 Personal Protective Equipment
 - 5.8 Overlap of activities
 - 5.9 Discipline
6. Consequences of unsafe working
7. Protecting the environment
8. What next!

Quality Induction:

1. Delivery Quality
2. Why is Quality Important
3. Quality Failures
4. Project Quality Objectives
5. Quality Delivery Process
6. Quality Inspections
7. Quality and Payment
8. What you need to do
9. Be informed
10. What we do is Life Critical

Environmental Induction:

1. Pollution prevention & control
2. Waste Management
3. Emergency spillage procedures
4. Energy efficiency

2.8 Welfare Facilities and First Aid

The Project Director/ Manager will ensure welfare is provided which complies with either Schedule 2 of the Construction (Design and Management) Regulations 2015, or Schedule 3 of The Construction (Design and Management) Regulations (Northern Ireland) 2016, as appropriate.

Our high standard welfare facilities will consist of the following:

- Offices
- Conference Room
- Canteen
- Shower facilities
- Drying room
- Male/female/disabled toilets adequately ventilated, lit & maintained daily in a clean condition, with wash facilities providing clean hot & cold water, various hand soaps/creams, hand dryers & large sinks to wash face, hands & forearms.
- Mains or bottled drinking water will be supplied
- Heated changing rooms & lockers provided for securing personal & protective clothing when not in use.
- Welfare information board e.g. hydration colour chart, health & nutrition, food safety information.
- As this is a non smoking site, we will provide a designated smoking area and a separate vaping area adjacent in the welfare compound area.

Stocked First Aid kits, Burns Kit, AEDs & Grab Bags will be located in the Site Office & on site

First aiders on site will be identified by a first aid sticker on their safety helmet.

Notwithstanding trained First aiders from the various subcontractors GRAHAM propose to have adequate members of staff available on site to cover both, holidays and sickness as well as the various site locations.

AEDs for the project will be registered on The Circuit for the duration of works.

Name of GRAHAM first aiders	Luigi Pettanito, Conor Feeney
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2.9 Fire and Emergency Procedures

A project emergency plan will be prepared prior to start on site. A copy of the Emergency Plan is located in Appendix 2

A fire risk assessment and evacuation plan for the site will be completed prior to site offices being occupied and will be reviewed by the site management as required.

A drawing showing designated walkways/escape routes and assembly point will be posted in the site office and site canteen and all operatives on site will be shown this emergency plan at their induction.

The warning sound for emergency evacuation will be shout **'FIRE FIRE'** followed by ringing the warning bell or three short blasts of the air horn.

Fire Stands containing 2no FFE and site map will be located in site compound, offices, welfare and at the workplace.

All works creating a spark, hot melt, gas guns etc will be managed under GRAHAM Hot Works Permit, our permit system requires 2no task specific FFE at hand and a 2hour Fire Watch. MAP gas, gas torches etc are not to be left unattended for any reason. Gas torches are to be disconnected from gas bottles whilst persons are on breaks etc.

A copy of the project site fire management plan is located in Appendix 3 of this CPP.

As site is split into two areas, demolition & construction, there will be designated Assembly Points for each zone, ensuring separation between operatives in contaminated areas and clean areas.

Two-way radios and mobile phones will be used for communication between GRAHAM site team, asbestos, demolition supervisors and emergency contacts. An emergency contacts board will be displayed in both areas and at the site entrance.

Emergency vehicle access routes into both areas will be clearly marked/signed. Access routes will remain unobstructed at all times.

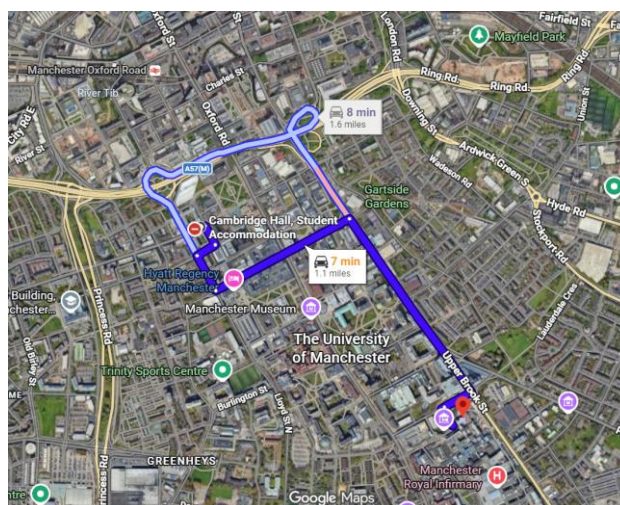
Regular co ordination with GRAHAM & UOM to ensure any updates to evacuation procedures are shared.

The person(s) in charge in the event of an emergency: Andrew Fellows/Jim Flannery

Police/ Fire/ Rescue/ Ambulance **999**

Nearest hospital with Accident & Emergency: www.nbt.nhs.uk

Manchester Royal Infirmary A&E Department
Upper Brook Street
Manchester
M13 9NZ
Tel: 0161 276 4147



2.10 The Reporting and Investigation of Accidents and Incidents Including Near Misses

GRAHAM has a specific procedure for Incident Reporting. The Site Management team will also adhere to any Client's reporting protocol.

All incidents must be immediately reported to the Site Management Team and recorded via Shield. The GRAHAM Weekly Activity Supervisors Plan (WASP) which is completed weekly contains a section for recording all incidents. Monthly information is collated on the first day of every month and analysed to identify any trends in accident causation from the previous month.

If an accident has resulted in a minor injury the Site Management Team will complete a local investigation. This investigation will involve the team questioning anyone involved to identify how the accident happened with the relevant forms on Shield completed. This information is reviewed by the relevant member of the SHE Department who will take any other necessary investigation action if required.

If an accident is more serious or is a Dangerous Occurrence the Site Management Team informs the relevant member of the SHE Department directly. They will discuss the incident with the team to determine the level of seriousness and then ensure the appropriate member of the SHE Department attends the site to complete a full and detailed investigation. The relevant Managing Director is immediately informed of the accident.

Where required the Client will be formally notified off all incidents and the outcome of the investigation at the monthly progress meetings.

GRAHAM will report any accident or dangerous occurrence to the HSE as prescribed within the RIDDOR – Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 <https://www.hse.gov.uk/riddor/>

At Risk and Good Practice Observations will be reported to the GRAHAM SHE Department using an electronic form available on Shield. An email or in-app notification will be sent to the relevant member of the SHE Department for review.

UOM will be informed of all accidents/incidents & near misses and the outcome of the investigation.

2.11 The Selection and Control of Contractors

A pre-appointment interview will be always held between the Procurement Manager and the subcontractor. Health and Safety management is discussed and compliance with safe systems of work is formally agreed. At this pre-appointment meeting, subcontractor Health and Safety competence is assessed by measuring the subcontractor's response to questions on :

- Health and Safety and trade-based training
- Previous experience in similar projects
- Senior management Health and Safety involvement
- Access to Health and Safety advice
- Defined allocated Health and Safety responsibilities.

To ensure the competence of subcontractors we ask them to complete a Health and Safety Questionnaire which is assessed by the SHE Manager prior to starting on site. These competence assessment questions will be held in Head Office.

Subcontractor performance is controlled by Site Health and Safety inspections which are carried out by the Site Manager and by the SHE department on the work systems adopted by the subcontractor. These inspections ensure they are complying with the GRAHAM Safety Management System and their adopted Method Statement and risk assessment.

The Site Manager will also hold specific daily or weekly safety meetings to ensure safe methods of work are developed, implemented and controlled.

Pre Start meetings will be held with all contractors prior to their commencement on site to discuss H&S, resources, systems of work, attendance at daily briefings etc.

3 Arrangements for Controlling a Particular Risk

3.1 Work which puts workers at risk of burial under earthfalls, engulfment in swampland or falling from a height, where the risk is particularly aggravated by the nature of the work or processes used or by the environment at the place of work or site.

3.1.1. Excavations and Work Where There are Poor Ground Conditions

Where any excavation work is to be undertaken, the ground will be scanned with a CAT & Genny in conjunction with site/utility drawings, secure barriers & the use of stop blocks on machinery will be put in place to prevent site operatives, site plant from falling into an open excavation. All excavation works will be carried out under GRAHAM permit to dig, with close supervision in place.

Trench boxes or battering back the sides will be used to prevent site operatives from being injured during the excavation works. Plant and materials must be kept at least 1m away for every meter of depth. Loose, sandy, wet or unstable soil may require more clearance up to 2 – 3m.

Heavier plant or material stockpiles create more pressure on ground, stockpiles should be reduced and the choice of plant reviewed, where this is not practicable, the loads will need to be kept well back by at least 2-5m depending on weight and stability.

Access into excavations will be via proprietary Hacki/Layher stairs with handrails to reach to the bottom of excavation.

The Temp Works Co-ordinator will assess the type of trench support necessary if ground conditions change and will communicate to the site operatives the safe system of work to be employed, all safe systems of works will be communicated via RAMS in place.

CDM 2015 Excavations Regulation 22

HSE Construction Information Sheet No 8 – Safety in Excavations

HSE Guidance Document HS(G) 185 Health & Safety in Excavations – Be Safe and Shore

Reference to the Site Investigation Reports in relation to planning all excavation works considering:

- Ground conditions
- Underground structures on perimeter and location of existing services
- Falling or dislodging material
- Inspection after inclement weather and daily before entry

Key Issues:

- Flooding
- Collapse of excavations
- Falling or dislodging material/tools
- Falling into excavations/drowning risk
- Inspection after inclement weather and daily before use

Scaffolding: Suitable footings and ground supports to be installed for all scaffolds including access tower and chutes taking into consideration the ground conditions.

3.1.2. Engulfment in Swampland

N/A

3.1.3. Preventing Falls

The control measures to determine the most appropriate fall protection system based on the three-stage hierarchy of control as documented in the Work at Height Regulations for managing the risk of falling from a height will be detailed within Risk Assessment and Method Statement (RAMS) . Where non-proprietary working platforms are to be used, the Project Manager will ensure that a detailed design is prepared and a suitable RAMS is documented with the control measure communicated to the relevant operatives.

Where practical, The Project Manager or Site Manager will plan the works to enable as much preparation and fabrication to be completed on ground level or off site where practical. All work design should be developed to minimise exposure to falls from height during initial installation, and subsequent fitting and commissioning of equipment.

Edge protection to be maintained around all existing works during construction. Barriers will be in-place beside any open cut excavations.

Both Working Platforms and Excavations will be checked with the Statutory Registers being completed by the site management team.

Scaffolding will be erected by a competent subcontractor to enable work at height to be completed safely and to provide safe access and egress. Copies of scaffolder training cards will be held in the Construction Phase Plan.

Any works using small hand tools or materials will be covered in the RA and MS for that element of the works. The risks of working at height include falling objects, particularly where work is undertaken above live work areas. The design and execution will be so as to prevent tools and materials falling through or from any works at height.

Individual fall restraints will be utilised on low parapet, slab and roof work, contractors will access the roof areas under GRAHAM permit system and clip onto pre-installed anchor points or Kelly blocks.

The Project Manager will implement the following controls where any work is to be completed with or near fragile materials.

- Access will be restricted to areas where a person could fall through fragile material.
- Safe and adequate means of access and egress will be provided to the roof area
- Where fragile material is restricted to a small area (i.e.: roof lights) these areas will be barriered off
- No person shall be permitted to walk or traverse over a fragile roof without the use of crawling boards, roof ladders, scaffolding, staging or other protective devices
- Consideration will be given to the use of safety nets suspended below the roof where applicable.
- Adequate supervision will be provided and that control measures remain valid for the duration of the work.
- All work involving fragile roofs shall be clearly identified prior to the start of work
- No lone working will be permitted
- Harness and lanyards worn and attached to a secure anchor point.

Demolition Works and Asbestos removal works will require access to roof spaces for trace packers of ACM these will be identified in RAMS for both activities.

Designed access scaffold by NASC Registered contractor, leading edge protection to be deployed on slab edges & around shafts, temporary secure covers to service risers and core hole etc

3.2	Work which puts workers at risk from chemical or biological constituting a particular danger to the safety or health of workers or involving a legal requirement for health monitoring
	The risk of damage to the health from hazardous substances will be assessed as part of the activity task Risk Assessments completed by the site management team. Leptospirosis – Rodent Control As the site is open, continuous monitoring for rodent presence will take place, suitable controls will be implemented to prevent rodent issues as far as is reasonably practicable. Regular talks on Leptospirosis signs, symptoms and prevention measures, including housekeeping and personal hygiene will be issued to all on site. Control of Substances Harmful to Health Where the activity risk assessment identified the damage to health from exposure to a hazardous substance, a separate COSHH assessment will be completed with the control measures being communicated to the operatives who are exposed to the substance. The hierarchy of control from exposure to hazardous substances will be followed : 1. Eliminate the use of a harmful product or substance and use a safer one. 2. Use a safer form of the product. 3. Change the process to emit less of the substance. 4. Enclose the process so that the product does not escape. 5. Extract emissions of the substance near the source. 6. Have as few workers in harm's way as possible. 7. Provide personal protective equipment (PPE) such as gloves, coveralls and a respirator. PPE must fit the wearer.
3.3	Work with ionizing radiation requiring the designation of controlled or supervised areas under regulation 16 of the Ionising Radiations Regulations 1999
	Where site operatives are required to work in areas where they may be potential exposed to ionising radiation, they will be informed of this at their site induction. Restricted areas will be established and safety and warning signage erected to highlight these areas. N/A
3.4	Working near high voltage power lines
	Existing services have been identified and the Site Management Team will take cognisance of high voltage power lines. In order to eliminate these risks, the following provisions will be implemented and maintained throughout the Project. • The control measures for managing the risk of coming in contact with services will be detailed within Risk Assessment and Method Statement (RAMS). • Prior to commencing the works the Sub-Contractor will conduct a review of all existing services which will be maintained by the sub-contractor. • Existing Services will be located and identified by a competent person. Records will be updated on existing drawings/details. • A permit to work system will be implemented and managed by the Site Management Team. • Where existing services are unearthed, services will be backfilled prior to the end of each shift. • The site will be fenced off to minimise attraction of trespassers. • Work on live electrical systems will only be carried out by a competent sub-contractor this will include clear and concise labelling of live circuits.

	Goal post and bunting will be erected if necessary to high the location of overhead cables. Warning signage will also be erected.
	Known services underground unknowns will be established through Re-survey of the site. Where required, existing services which are unearthed will be protected by erecting barriers and signs or fitting steel plates. Services trenches will be backfilled prior to the end of each shift. Works adjacent to live electrical systems will only be carried out by competent M&E contractor. All services discovered will be presumed LIVE until proved dead. Warning signage will be erected/area a secure exclusion zone where all live services are known to be present.

3.5 Work on or near water where there is a risk of drowning

	Where any work is to be completed on or near water (drainage chambers) where there is a risk of drowning, fall protection will be erected to prevent the fall in the first instance. Any open excavations/lift shafts/manholes/drainage chambers which fill with ground water/rainwater will be pumped out before work commences with suitable controls installed to prevent inflow. Edge protection will remain in place at all times. All manholes/drainage systems will have secure covers or edge protection installed when unattended. In the event of flooding, additional pumping will commence as required to remove water. No access will be permitted if excessive water or continual flow is present. All water pumped will comply with all discharge requirements Confined space works controls implemented; including rescue procedures as and when required.

3.6 Work on wells, underground earthworks and tunnels

	Where any work or surveys are to undertaken in underground earth works, tunnels, manholes or pipelines, the Site Management Team will strictly control the work activity in compliance with the company confined space management system. Only confined spaces trained operatives will be allowed to enter and GRAHAM will conduct a risk assessment on all work locations to determine the control measures required for the confined space. Works will not proceed until a gas detector has been deployed into the space to check the air quality, escape breathing apparatus has been supplied, an emergency escape plan is in place and a top man is in place at the confined space. These control measures will be introduced to coincide with any others that may be identified by the Risk Assessment process. - A confined space permit to work must be in place - Continuous two-way communication with the work area and the site supervisor - No lone working will be permitted within excavations - Emergency rescue procedures must be documented and practiced to ensure they can be achieved. - Emergency rescue equipment must be available at all times - Atmosphere testing must be carried out prior to full entry The Site Management Team will ensure that a RAMS is prepared complete with a recovery and rescue procedure. Assessment of ground conditions and lining/stability of the structure by a competent person. Use of shoring or temporary works as required. De watering systems – sump pumps installed where necessary & Emergency provisions in place for unexpected water ingress. Lighting & forced ventilation (if natural ventilation is inadequate) to maintain safe air quality Hacki/Layher stairs/platforms Entry log maintained, with check in/out procedures Fully briefed Rescue Plan in place Rescue team on standby
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3.7 Work involving the assembly or dismantling of heavy prefabricated components

3.10.1. Control of lifting operations

Any and all lifting operations will be carefully planned by the Appointed Person(s) who will assist in the completion of lifting plans where required. The Appointed person(s) will also check that all lifting equipment has been suitably tested and thoroughly examined not more than 12 months or for lifting accessories or equipment used for lifting persons not more than 6 months from the current date.

Trained, competent Crane Supervisors will be in attendance and control all lifts

The competence cards of the Crane Team will be inspected to ensure it covers the type of machine and is also that it is up to date.

A trained and competent Slinger/ Signaller will be available to assist the lifting machine operator.

All lifting equipment will be inspected weekly and records of such inspection recorded in the lifting equipment inspection register and the mobile lifting plant inspection register.

Crawler crane plans and slewing radius will be incorporated into specific RAMs, no lifting will take place over hoarding lines.

Permit to lift and crane pre use checklists will be completed in advance of all lifting operations.

All plant and lifting attachments certified, maintained and inspected before use.

Crawler crane/Luffing crane lifting plans for scheme controlled and reviewed by Appointed Person
GRAHAM Permit to Lift, Competent Crane Teams

3.10.2. Demolition

Phase 0 Demolition Works

Demolition Sequence as follows:

- Soft strip throughout December and January 2026
- Erect hoarding and secure site Feb 2026
- Erect protective scaffolding
- Remove soft strip materials
- Disconnect all services including substations
- Commence heavy demolition
- Reduce to ground level, remove materials from site and scaffold
- Enabling works to commence from ground floor slab

4 Arrangements for Controlling Common Risks

4.1 Safety

4.1.1. The production and approval of Risk Assessments and written systems of work

A comprehensive specific Project Risk Register is drawn up by the H&S Manager based on the hazards and risks identified in the Pre- Construction Information documents and from pre-start planning activities. This will be in conjunction with the risks identified within the Pre-Construction Information document. This Project Risk register is located in Appendix 1 of this CPP.

Appropriate site-specific Risk Assessments are completed throughout the project from which detailed Method Statements can be drawn up based on the best way to carry out the tasks so as to eliminate or reduce the identified hazards and risks. Where these risks cannot be completely eliminated, suitable controls are developed to reduce the likelihood of injury to those affected by the works.

Prior to any operation being conducted, the appropriate Risk Assessments and Method Statements will be communicated to the relevant workforce to ensure full understanding of, and compliance with the approved safe system of work, thereby reducing or removing the risk of injury. Where Risk Assessment identifies specific or unusual hazards or the need for special risk training, employees and subcontractors are selected and sent on suitable training courses in advance of the work commencing. Competent specialised subcontractors may be employed to carry out work where suitably qualified company resources are not available.

Method Statements and Risk Assessments provided by subcontractors are reviewed on site by the Project Manager. If The Project Manager or Site Manager is satisfied with content of the subcontractors submitted safe system of work, he will permit them to start work on site.

Below is a list of proposed Method Statements to be completed is attached in Appendix 4.

	Method statement
1.	Site set up & assembly
2.	Enabling works
3.	Temporary drainage, power & water connections to site cabins
4.	Sheet piling to perimeter and install piling mat
5.	CFA Piling
6.	Substructure and drainage
7.	RC Frame
8.	Pre fabricated wall panels install
9.	M&E 1 st Fix
10.	Internal Partitions
11.	Bathroom Pods Install
12.	M&E 2 nd Fix
13.	Taping & jointing
14.	Firestopping & sealing
15.	Flooring finishes
16.	Decoration
17.	FF&E installation
18.	Commissioning activities
19.	Hard & soft landscaping

4.1.2. Delivery and removal of materials (including waste*) and work equipment taking account of any risks to the public, for example during access to or egress from the site

The Project Manager will develop a traffic management plans for the scheme prior to any work commencing on site. All site operatives will be instructed to follow the traffic management plan (TMP), which will be explained to them at their induction. This will clearly define pedestrian and vehicular routes. The TMP will be updated regularly as the work progresses and the initial site develops. Where the traffic management plan changes, these will be communicated to all operatives.

Pedestrian/Vehicle routes segregated, secured with barriers, red hooped gates etc. Gatemen in control of vehicles/pedestrian movement.

The TMPs will be posted in the site welfare facilities and site notice boards.

A Method Statement/ Risk Assessment will be completed for loading/ unloading materials.

A daily inspection of the vehicle and pedestrian management plan will be completed and recorded by the Project Manager/Site Manager.

The Project/ Site Manager will liaise with persons and parties potentially affected by deliveries to ensure that deliveries to site are planned minimise disruption to adjacent road users.

All deliveries must be booked in advance using VIS to ensure the smooth running of site Logistics.

Parking Restrictions Provision will be made for limited contractor parking within our site boundary in designated areas. All contractors will be encouraged to car/van share, our labour only contractors will be encouraged to travel by public transport. **See Parking Procdures document Appendix 5**

Contractors vehicles will not be permitted to park so as to present a hazard to other road users or so as to block or impede access to or from adjoining properties. We will maintain a log of contractors vehicle registrations, to ensure clear unrestricted access to the site and surrounding properties is maintained at all times for Emergency Services, refuse collection vehicles etc. We will issue permits for those permitted to park on site.

Wheel Washing

Wheel cleaning facilities will be placed at site gates and will be supervised.

All vehicles exiting site shall make use of the cleaning facility prior to entering public roads, to ensure mud and other wastes is not tracked, see location below;



Wheel Washing Procedure

Wheel washing procedure will be in place to prevent mud, debris, and contaminants from being tracked onto public roads, protect the environment, and maintain compliance with local regulations. This procedure ensures all construction vehicles leaving the site are cleaned effectively and safely.

Wheel Wash Setup

A designated wheel-wash area will be established near the site exit at Chatham St

Clear signage will be in place to direct drivers to the wash area.

Drivers will approach the wheel wash area at Chatham st elevation at low speed and follow banksman instructions at all times. Vehicle must stop until the wash is ready

High-pressure jetwash will clean tyres, treads, wheel arches, and lower chassis

Before exiting the site, a final check ensures the vehicle is clean enough for public roads.

- Tyres free of compacted mud
- Wheel arches visibly clean

	• No loose debris on the vehicle • No dripping contaminants that could trail onto the road If the vehicle fails inspection, it must repeat the wash cycle. Once cleared, the driver proceeds slowly to the site exit. A road-sweeper will be deployed regularly to maintain cleanliness outside the gate, especially during wet or high-traffic periods. A daily record should be kept of any issues/ complaints and a record of the condition of the traffic route. Records to be monitored and improvements made to procedures if necessary Adjacent roadways to site will be monitored daily, road sweeps will take place when required. The project will be subject to a specific Environmental Management Plan for contaminated ground procedures, waste and risk mitigation.
	In accordance with MCC planning conditions; deliveries will not be accepted on site before 07.30. Site workings hours are 07.30 to 18.00 Monday to Friday, 08.30-14.00 Saturdays. No works on Public holidays/ Bank Holidays All non standard deliveries will be coordinated with MMU regarding any restrictions, routes and specified timings will be adhered to at all times. Individual TMPs will be issued for approval Dedicated pedestrian walkway in place for the safe passage of students/staff Access to Demolition & Constructions areas via dedicated VIS biometric turnstiles gates/access routes, gates controlled by full time Gateman All site personnel will be informed of occupied areas, safety of students/members of public, movement restrictions and interaction protocols.

4.1.4. Dealing with services and utilities

	Existing services have been identified and the Site Management Team will take cognisance of Electrical Services, Street Lighting, Water Services, Fire Hydrants, Land Drains, Drainage Services, Sewer Services, Disused drains, Telephone Services, Communication Systems. In order to eliminate these risks, the following provisions will be implemented and maintained throughout the Project: - • The control measures for managing the risk of coming in contact with services will be detailed within Risk Assessment and Method Statement (RAMS). • Prior to commencing the works, the Sub-Contractor will conduct a review of all existing services which will be maintained by the sub-contractor. • Existing Services will be located and identified by a competent person. Records will be updated on existing drawings/details. • A permit to work system will be implemented and managed by the Site Management Team. • Where existing services are unearthed, services will be backfilled prior to the end of each shift. • The site will be fenced off to minimise attraction of trespassers. • Work on live electrical systems will only be carried out by a competent sub-contractor this will include clear and concise labelling of live circuits. • Goal post and bunting will be erected as necessary to high the location of overhead cables. Warning signage will also be erected. • Hand tools or non-destructive methods used to expose and confirm redundant service routes. • Redundant services to be cut using appropriate tools – grinders should not be used Known services & Unknown services underground should be identified & pick up via new utilities topo surveys to minimize risks of contact.
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4.1.5. Accommodating adjacent land use

The Project will be registered with the Considerate Constructors Scheme. As such the Project/ Site Manager will implement the principles of the scheme in accommodating persons and parties affected by the work activities.

Considerate Constructors notice board and Compliments/Complaints contact number displayed at site boundary and within site

The Project/ Site Manager will liaise with persons and parties potentially affected by work activities. They will, where practicable, plan work activities that will reduce or eliminate the impact from work activities on adjacent land or property users.

HSE guidance document – HSG 151 Protecting the Public and controls will be utilised

Agreed working hours to be followed

Deliveries will avoid peak times

Water suppression as part of dust mitigation

No parking permitted on site

All reference sub-contractors specific site works RAMS, to be developed and approved before all works – at least 2 weeks in advance

4.1.6. Stability of structures whilst carrying out construction work, including temporary structures

The Temporary Works Co-Ordinator with input from the Project Management and the GRAHAM Temp Works Designer will develop a schedule of temporary works to ensure these are designed, managed and inspected to ensure they are and remain structural sound.

Environmental controls such as vibration monitoring will be utilised along with best practice methods during demolition, piling, plant operations etc to ensure exposure is kept to a minimum.

The Subcontractor appointed to provide temporary works will provide a detailed Method Statement and a design drawing with the necessary calculations, which will be reviewed by the company Chief Engineer.

A dilapidation survey has been carried out recording the existing conditions of surrounding roads and footpaths.

4.1.7. The maintenance of plant and equipment

All mobile work equipment will be inspected daily by its operator and records of the inspection maintained. All plant will be fitted with working flashing beacon. The Project Manager or Site Manager will inspect the inspection reports on a weekly basis.

All portable electrical hand tools will be inspected periodically by The Project Manager or Site Manager to ensure they have appropriate PAT testing. All portable electrical hand tools will be inspected before use by the operator.

All plant associated accessories and equipment will be suitable for the tasks being carried out and all test certificate will be available for inspection within the site office.

Plant operators must furnish GRAHAM team with a recent Medical Certificate and produce relevant CPCS card

On 1st February 2025, changes were made to the manufacturing standard EN474 2022: Parts 1 and 6, in relation to dumpers.

February 10, 2025 12:35 pm

	The change in legislation coming into effect states that all site dumpers of an unladen weight of more than 4.5T must be fitted with a FOPS & ROPS cabin. Ultimately this introduction aims to protect the operator should an accident / incident occur. By way of reminder the changing standard refers to: PART 1: Mandates that front mounted dumpers with an operating weight in excess of 4,500kg will be manufactured with a ROPS & FOPS cab protection. PART 6: States that front mounted dumpers “with an operating mass of over 3,500 kg & under 4,500kg shall be provided with an additional means, to prevent the operator from being ejected from the overall dimensions of the machine in the event of a machine tip-over or roll-over.” Site Dumpers must not be used for the storage of excavator buckets, hoses etc. A designated bucket changing area must be set up and outlined on TMPs Designated re fuel area to be set up, barriered off and signed, spill kits, drip trays, nappies will be available and documented. All plant to be stored in a central area at the end of each shift and immobilised. Telehandlers & excavators to be fitted with rear facing cameras and mirrors to allow the operator to see clearly around them. Persons operating MEWPs must be trained in rescue procedure for the type of machine they are using. Ongoing workshops will be carried out by GRAHAM. Rescue Plans must be specific to the type of MEWP, generic plans will not be accepted. Electric MEWPs must only be charged during work hours, never left charging over night. Plant Fitters must produce a set of RAMs to GRAHAM site team and receive a site induction. The Fitter’s work area must be segregated from site personnel.
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4.1.8.Traffic routes and segregation of vehicles and pedestrians

The Site Management Team is aware of the importance to segregate operatives and pedestrians from operated plant and site vehicles.

The Site Management team will ensure that pedestrian access and egress routes remain unobstructed and clear of debris and material.

The Project Manager has developed a traffic management plan for the site offices and compound. All site operatives will be instructed in their induction to follow the traffic management plan, which will be highlighted to all operatives inducted on site.

The following safety controls will be considered within the traffic management plans.

- Segregated site entrance for people and plant
- Separate access route & gates set up at Demolition & Construction areas
- One-way traffic route to be used on site
- Physical barriers to separate people/plant throughout site
- Barriers and warning signage to prevent direct egress from building/ structure/ welfare onto plant movement route
- Turning circles to be used
- Barriered reversing zones
- Clear signage
- Daily inspection of vision aids, flashing beacons & reversing warning on mobile plant
- Banksman to be used for reversing operations
- Additional lighting
- Erection of information and warning signage
- Fencing around openings in the ground
- Speed limits imposed on site
- Inspection and maintain traffic routes

- Instruct all site operatives to “KEEP CLEAR FROM MOVING PLANT”
- Further detail of traffic management considerations in Appendix 4 of this CPP.
- Logistics Manager(s) to co ordinate Traffic Management on site

4.1.9. Storage of materials (particularly hazardous materials) and work equipment

COSHH assessments will be completed for all hazardous substances. The Project Manager or Site Manager will pass appropriate information to the site operatives regarding the safe system of work to be followed for each hazardous substance. Access to Hazardous materials will be controlled by the Project Manager or Site Manager/Site Engineer by holding a key to a lock container.

All fuels will be kept in bunded tanks/bowlers which will be kept in a designated area. Spill kits will be available and necessary FFE will be sited and outlined on the Emergency Fire Plan.

Gas bottles will be kept to an absolute minimum, stored away from buildings in a secure locked cage. Gas bottles in use must be secured to a trolley.

Spent line marking spray will be disposed of in Hazardous Waste Bins.

All hand tools and work equipment will be stored in a site container when not being used.

Storage of waste materials and spoil from demolition will be identified to allow for segregation and removal.

Contractors containers will be sited in line with CCTV, all containers must be locked and secure at the end of each shift.

Concrete, fuels etc will be documented on COSHH Inventory file which will be located in the COSHH cage on site & GRAHAM site office Inventory of Materials

4.1.10. Site security

We will display adequate clean, clear and visible warning signage around the site to warn of the dangers of the construction site.

Site contacts numbers displayed on hoarding.

The site will be secured with 2m high Hoarding and access gates to prevent unauthorised access.

Hoarding is designed to withstand inclement weather. Regular perimeter checks will be carried out and recorded on Public Interface checklists.

All site management team have the authority to challenge any person who are believe are not authorised to be on site.

All person work and visiting the site will be required to Signing the site attendant register.

All persons working on site & regular visitors will be added to the VIS Turnstile System on completion of induction. Visitors will be required to complete GRAHAM visitor induction form and be accompanied at all times whilst on site.

Access/vehicle gates will be controlled by full time gate/banksmen.

Site Security Risk Assessment to be sent to VIS control room informing them of weekend/out of hours works.

24 hour CCTV will be in operation on hoarding lines, site offices etc, this will be reviewed as site progresses and valuable items are brought to site, copper etc

Site security guard will be stationed on site from 18.00 – 07.00 Monday to Friday, with full time cover at weekends.

Solid timber bespoke 2.4m high hoarding surrounding site perimeter.

Heras fencing will be double clipped with propriety feet and stabilisers.

	Water filled pedestrian barriers will be used periodically on site and possibly on the perimeter and tie – in areas, items used will be secure and stable with warning signage displayed.
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4.1.11. Any other significant safety risks

	* CFA/CMC Piling operations * Plant operations * Lifting and unloading operations using cranes, hi abs, excavators, telehandlers etc * Drainage works * Demolition works * Third party interfaces

4.2 Health Risks

4.2.1.The removal of asbestos

	Prior to any demolition or alteration of the structure the project manager will request a copy of the Refurbishment and Demolition Survey undertaken to identify suspected ACM. Where the Asbestos is to be removed this will be sub-contracted to a specialist organisation. Asbestos awareness training will be carried out as appropriate to site operatives who are tasked with breaking the structure of the building. The information contained within the Refurbishment and Demolition Survey will form part of the induction.
	Asbestos removal works will be carried out in accordance with Regulation 4 of Control of Asbestos Regulations 2012 (duty to manage asbestos in non-domestic premises).

4.2.2.Dealing with contaminated land

	Where the ground has been identified as contaminated, a permit to dig will be used to control all excavation work. The application permit will ensure the risk of damage to a person health from contaminated land will be considered and managed. If contaminated land is identified/discovered, detail investigation/surveys will be completed, suitable removal/disposal methods and procedures will be implemented in accordance with all relevant environmental legislation. A permit to dig will be used to control all breaking ground operations. All soil removed from site will be subject to a full WAC test. This is required to categorize the materials as non-hazardous for disposal at the appropriate facility. Should hazardous materials be found during excavation works the following procedures will be followed: • Works stop • Area made safe and all personnel cleared from the area • Signage erected to the effect 'Do Not Enter, Hazardous Substances'. Should the contamination give rise to an immediate or significant risk of harm to the environment or human health, mitigation measures shall be implemented. This shall only be done if it is safe to do so and there is no risk to staff or public safety. • Protection of surface water course – through spill kits, bunding or the creation of a sump. • Everyone on site will be required to wear disposable overalls, steel toed wellington boots and FFP3 masks. • Dampening down and/or sheeting to reduce wind blown dust.
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	- Covering with soils (or suitable medium) to reduce volatilisation of contaminants. Following identification and instruction, we will implement the following: - Methodology developed for sampling material - Action plan prepared on dealing/handling the impacted soil/water - Development of strategy for removal and consideration of either treatment or direct removal from site. Material being removed from site shall be assessed and classified as either hazardous, non-hazardous, or inert based on agreed plan and for the purpose of the Waste Management Plan. The Traffic Management Plan and site arrangements shall be in adherence to the Working at Construction and Demolition sites: PPG6 Pollution Prevention Guidelines. Specific detail to be included in ontractors RAMs and formally authorised by GRAHAM project management team.
	Care to be taken during ground works and excavations should be supervised to ensure any unforeseen contamination is appropriately managed.

4.2.3.Manual Handling	
	Information on correct manual handling technique will be provided to all site operatives through a tool box talk. GRAHAM also has the facility of a ROSPA trained manual handling trainer. All practicable measures will be undertaken to use mechanical means to prevent the need of manual handling. The risk of manual handling will be risk assessed as part of the completion of activity task Risk Assessments completed by the site management team. Manual handling tool box talks will be communicated to all site operatives throughout the duration of the project. Contractors to provide Manual Handling Certification for their operatives. Labour Employment Agencies must furnish GRAHAM with potential operatives Manual Handling Training. Persons using electric/manual pallet trucks must be trained to do so.

4.2.4.Reducing noise and vibration

GRAHAM can foresee no extraordinary causes for noise or vibration and will introduce standard control measures as specified by Method Statements and Risk Assessments

The risk of damage to the health from noise or vibration will be assessed as part of the activity task Risk Assessments completed by the site management team.

GRAHAM will employ the use of noise monitors to establish the need for any further control measures if needed.

Exposure to vibration will be monitored by the Site Manager

Monday to Friday 07.30 – 18.00, Saturday 08.30 -14.00

No working Sunday or Bank Holiday Mondays

Noise:

- Selection of equipment will be carried out with the objective of reducing noise and vibration wherever possible. Only equipment conforming to relevant national or international standards, directives and recommendations on noise and vibration emissions will be used.
- Plant and equipment will be maintained and operated following manufacturers instructions to run efficiently generating minimal noise.
- Where possible, plant producing less noise or has noise control equipment (i.e. mufflers, silencers) will be used.
- Plant will be switched off when not in use.
- Vehicles will not be permitted to idle.
- All stationary equipment with significant noise outfall will be sited to minimise noise nuisance to local residents.
- Plant and equipment supplied with acoustic enclosures will be operated with all panels closed.
- GRAHAM will liaise with the local community and other affected parties in advance of the works to provide information on what activities will be carried out on site and the reasons why these works are needed.
- The Project Manager's name and telephone number will be displayed publicly, residents will be informed of works by monthly newsletter drops.

Vibration:

- Excessive vibration is unlikely to be a factor for this project
- Excessive plant movements must be avoided when working close to the boundary lines with neighbouring properties.
- Designated traffic routes as per TMP will be managed and followed.
- To help reduce the impact of vibration travelling through the ground, where possible, machines will sit on a bed of demolition debris or delivered materials to act as a cushion.

Control of Vibration at Work Regulations 2005. The exposure limit value ELV is a daily exposure of 5m/s² (8) for operatives, an operative rotation system will also be deployed where required.

Vibration assessments will be completed for all plant/hand held tool operations.

4.2.5.Exposure to UV radiation (from the sun)

Where site operatives are required to work outside they will be instructed to cover up to protect skin from exposure to UV radiation from the sun.

Tool box talks will be communicated to all site operatives at appropriate times of the year about the dangers from exposure to the sun and the personal controls they must take.

A health promotion calendar has been developed and specific talks and information on UV radiation and other health topics will be issued monthly.

4.2.6 Dust

All tools will be fitted with dust suppression in the form of dust collection bags, vacuum attachments or water suppression to ensure that construction dust is minimised.

A vacuum should be used to reduce the circulation of dust, this will be an M or H-Type vacuum constructed to BS5415 and with 3-stage filtration – the risk assessment will consider the level of vacuum specification and how the filters are changed without exposing operatives to dust. Brushing/ sweeping is permitted but only when the area is dampened down prior to sweeping

In addition, all operatives who may be subjected to the risk of dust exposure will be face fit tested for a suitable and adequate RPE. GRAHAM requires that PPF3 respirators are the only standard accepted on site.

Spoil heaps will be covered and or dampend down during ground works and demolition.

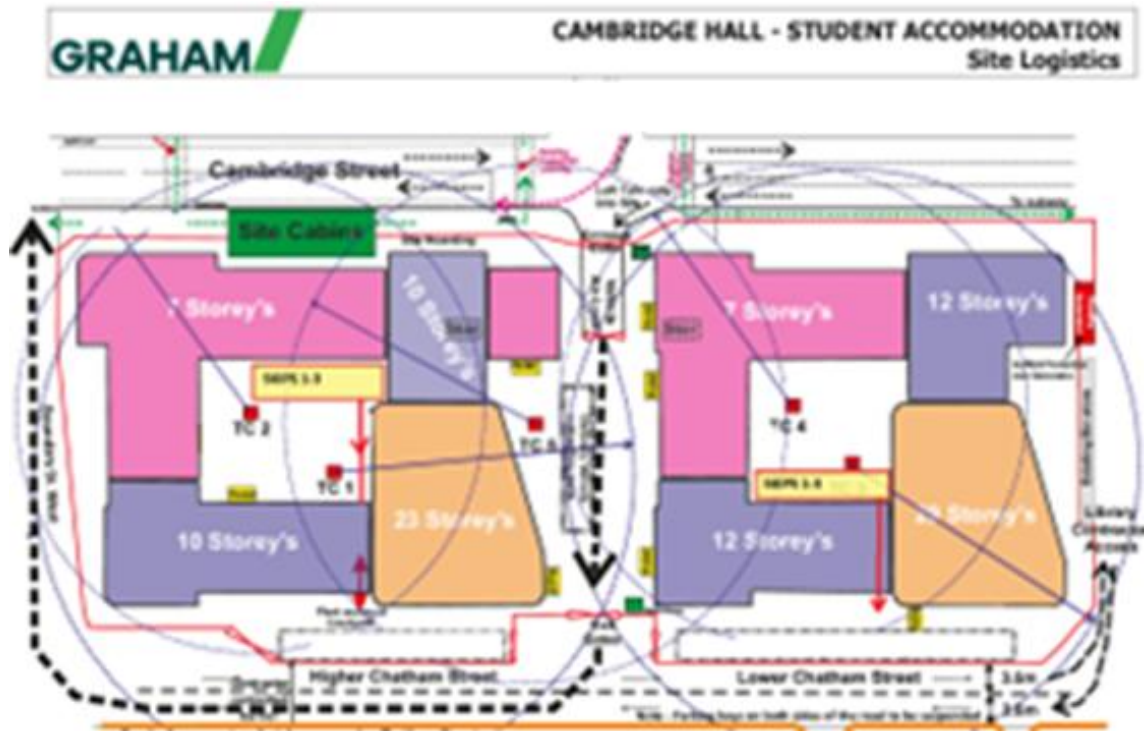
Throughout demolition dust suppression will be in place at all work faces. Dust monitoring to be in place at all times.

Vehicle wash down facilities will be sited at exit gates.

4.2.7 Waste Management

Waste Management Plan

Cambridge Hall waste will be managed on site by minimising waste generation, maximising segregation and recycling, and ensuring frequent removal to maintain safety, compliance, and operational efficiency. Precast RC frame elements, pre cast façade, modular bathrooms, and delivered to size plasterboard sheeting will help promote efficiency in terms of minimising waste generation. The Site Environmental and Waste Management Plan (SEWMP) operating under the CCPP will cover in depth waste management on site. Summary considerations for the SEWP are as below;



Constraints on site;

Limited space for on-site skip storage, Urban location with restricted access, proximity to residents, businesses, and pedestrians. Requirement to maintain clear access and safe working areas at all times

Waste Hierarchy

Reduce waste at source, reuse materials where practicable, recycle segregated waste streams, recover energy where recycling is not possible, and dispose as last resort.

Waste Segregation

Waste shall be segregated into clearly labelled skips. Limited to 3 x 8yard skips on site for Phase 1, likewise for Phase 2. Any materials that cannot be segregated on site will be segregated at the licensed recycling compound. Plasterboard skips will be kept separate. Hazardous waste stored separately in compliance with COSHH regulations

Skip Management & Removal

Considerations when developing the SWEMP include just-in-time delivery and removal of skips, skips shall not obstruct emergency routes, pedestrian walkways to be kept clear

Materials compacted where appropriate to maximise skip capacity, good housekeeping to prevent build-up of waste. All operatives trained in segregation requirements, all waste managed in accordance with the Environmental Protection Act 1990.

All waste carriers must hold valid licences, and waste transfer notes (WTNs) maintained for all collections. Hazardous waste consigned in accordance with statutory regulations in compliance COSHH regs.

Regular audits of waste segregation and storage areas

Recording of waste volumes and recycling rates

Target to maximise diversion from landfill (≥90% where practicable)

Roles & Responsibilities

Site Manager; Overall implementation and compliance

Waste Champion / Supervisor; Day-to-day coordination and monitoring

Operatives; Correct segregation and housekeeping

Environmental

Prevent windblown debris (covered skips)

Control dust and odour from waste materials

Schedule collections to avoid peak hours and reduce disruption

Maintain clean site boundaries and surrounding public areas

Emergency Procedures

Immediate containment of any hazardous spills

Notify Site Manager and implement spill response

Dispose of contaminated materials in accordance with regulations

5 The Health & Safety File

5.1	Layout and Format
	Were a health and safety file is required, the GRAHAM H&S Manager will contact the Principal Designer to identify the specific layout and format of the health and safety file. The information provided will enable the PD to comply with the specific requirements of the CDM Regulations.
	Liase with UOM/RLB to the H & S Format
5.2	Arrangements for the Collection and Gathering of Information
	Throughout the construction stage, the Project/ Site Manager shall file and supply the information necessary for compiling or update the Health and Safety File. To enable the PD to comply with regulation 12 of the CDM regulations, The Project Manager or Site Manager will provide all appropriate information to the PD to enable him to prepare the health and safety file.
5.3	Storage of Information
	The Project Manager or Site Manager will provide one copy of the appropriate information for the health and safety file in both electronic (pdf) and hard copy.

Appendix 1 Project Risk register

Project Risk Register

Note:

This Project Risk Register has been completed by a member of the GRAHAM Safety, Health, Environment and Quality Department in cooperation with the Project Site Manager and Contracts Manager.

This Project Risk Assessment has been completed following review of both the Pre- construction Plan and the project construction drawings and specifications.

This Project Risk Register is the first phase of the assessment of safety risk, specific to this project. Additional construction activity Risk Assessments will be completed throughout the duration of the project.

Signed originator

Goner Feeney

Job title:

Project Director

Date completed:

24/03/2026

Date for revision

Every 3 months

LIKELIHOOD of ACCIDENT (L) =	Near Certain (3) -	Likely (2) -	Unlikely (1) -
SEVERITY OF INJURY (S) =	Extreme (3) -	Serious (2) -	Minor (1) -

* Numbers used are for illustrative purposes only.

** Residual risk is the level of risk that remains after suitable and sufficient control measures are introduced

Activity	Person at risk	Significant hazards	Risk*			Risk control measures	Residual risk**		
			L	S	LxS		L	S	LxS
Site Traffic Management Plans Mobile Plant. Pedestrian and vehicle interfaces Delivery & removal of materials to and from site	Site Ops Visitors Public Road users	Struck by moving plant Plant overturning	2		6	The Project Manager will prepare the TMP for the project, taking consideration of the site constraints and road usage through the site. Within the site boundary, all mobile plant will be controlled by a banksman, will have a visibility risk assessment completed prior to commencement, and will have 360-degree visibility with the use of aids such as mirrors and/or cameras as required. All plant operators will have evidence of industry-recognised training for the particular item of plant they are operating, and will be aware of, trained in the use of, and use all relevant and necessary safety devices. Plant must only be operated within the manufacturer's guidance and in line with their training. Pedestrian and vehicle interfaces will be controlled by pedestrian routes being established, and vehicles will be prohibited from entering pedestrianized zones. Mobile plant and delivery vehicles must comply with any site speed limits. Deliveries will access the site via the designated and indicated routes. Boundary access will be controlled by a site gateman. The traffic management plan will be displayed in the canteens and welfare areas and communicated to all operatives at their induction. Where the layout changes, all changes will be communicated via toolbox talks and an updated plan will be displayed All deliveries MUST be booked prior onto VIS Delivery System to ensure for smooth running of logistics	1	3	3
Dealing with overhead and underground services	Site Ops Visitors users	Electrocution	2	3	6	The Site Manager will complete a survey of the works area and site compound to identify the location of all buried cables and overhead cables. Guidance provided in HSE Guidance note GS6 – Avoidance of danger from overhead power lines and HSE booklet HS (G) 47 Avoiding danger from underground services will be reviewed when developing a safe system of work.	1	3	3

Activity	Person at risk	Significant hazards	Risk*			Risk control measures	Residual risk**		
			L	S	LxS		L	S	LxS
Piling Works	Site ops Visitors Public	Plant overturn Contact with rotating Augurs Contact with wet concrete Injury from concrete hoses/manual handling/noise Injury from compressed air	3	2	6	* Rig set up on certified working platform; exclusion zones, competent operator * Physical exclusion zone, no loose clothing, stop engine before intervention * LOLER inspections, Lift plan, trained slinger * Hearing protection worn, exposure monitoring, task rotation All bores to be protected with barrier, cover plate until filled and concrete set dry Cage positioned over augur holes. Min 2m rope used to maintain safety from potential drop zone Concrete hoses can whip/move, when pumping, exclusion zone to ensure 3rd parties are not encroaching Air supply turned off and vented before changing attachments/tools Whip checks and safety pin/bolt must be installed at each hose joint Inspect all work equipment daily and document in appropriate register All protruding rebar must be fitted with mushroom caps	1	3	3

Activity	Person at risk	Significant hazards	Risk*			Risk control measures	Residual risk**		
			L	S	LxS		L	S	LxS
Working at height	Site Ops Visitors Public Road users	Falling from a height Falling objects	2	3	6	The Site Manager will complete a risk assessment and Method Statement to determine the most appropriate fall protection system based on the three-stage hierarchy of control as documented in the work at height regulations. Where practical, the Site Manager will plan the works to enable as much preparation and fabrication to be completed on ground level. Edge protection to be maintained around all existing works during construction. Barriers will be in-place beside any open cut excavation. All access covers will remain locked and only opened after the issue of a permit to open access covers by the Site Manager. Collective fall prevention measures such as fixed handrails and scaffolding will always take preference over fall protection measures such as nets or air bags and over individual measures such as harnesses. Areas of concern on site will include: • Excavations • Scaffolding • Insitu Reinforced Concreting • Roof work • Cladding/ curtain walling • Pre-cast /steel frame erection • Placing of slabs and concrete at height • Internal fixtures, fittings, services and finishes where work at height is required • Using the roof as a work area when working on the roof top plant room • Work to link corridors • M&E Work involving access hatches	1	3	3

Activity	Person at risk	Significant hazards	Risk*			Risk control measures	Residual risk**		
			L	S	LxS		L	S	LxS
Lifting operations.	Site Ops Visitors Public Road users	Collapse of lifting equipment Falling objects	2	3	6	All lifting operations will be carefully planned. The Appointed Person for lifting will complete a Lifting plan where required. The Appointed Person will also check the certificates all lifting accessories and lifting equipment has been suitable tested and thoroughly examined within company time limits. Ground bearings will be taken for suitable loads required, detailed lift plans will be developed and communicated to all involved, exclusion zones in place with authorised access equipment Competent Crane Supervisors will manage all lifting operations on site. Crane access to be carefully coordinated both for set up and over swing etc. Crane swings to be restricted to avoid over-sail when loaded. Oversail restrictions used & radio control between operators. A trained a competent Slinger/ Signaller will be available to assist the lifting equipment operator. All lifting equipment will be inspected weekly and records of such inspection recorded in the lifting equipment inspection register and the mobile lifting plant inspection register. Authorised persons only involved: supervisin	1	2	2
Demolition	Site Ops Visitors Public	Struck by moving materials Noise issues	2	3	6	All demolition will be undertaken by a competent specialist contractor with all Method Statements carefully examined by Site Management. Hot works will be avoided where practicable unless under the approval of the Project Manager, any hot works will be completed under a permit system. Internal/external drop zones to be securely fenced off and moved along as demolition works progress. Soft strip of internal fittings and fixtures in sequence and place in relevant stock pile for salvage/re use or skip for disposal. Flourescent tubes to be disposed of as hazardous waste. Metal, brick, timber etc to be re used/recycled where practicable	1	2	2

Activity	Person at risk	Significant hazards	Risk*			Risk control measures	Residual risk**		
			L	S	LxS		L	S	LxS
Maintenance of plant and equipment.	Site Ops Visitors Public Road users	Hand injuries Exposure to oil Unplanned movement	1	2	2	Within our Quality Management System (which is certified to BS EN ISO 9001:2000) there are procedures to cover maintenance of all plant and equipment. These procedures include systems for monitoring and fault reporting. We have a Plant Manager who is responsible for controlling the location and movement of owned plant, equipment and vehicles. He manages the company plant register and the planned preventative maintenance programme to ensure that all work equipment is maintained in a safe condition for use. All mobile work equipment will be inspected daily and records of the inspection maintained. Inspection checklists are filed in Section 8. All portable electrical hand tools will have appropriate PAT testing. All probable electrical hand tools will be inspected before use by the operator.	1	2	2
Work in excavations and work in poor ground conditions	Site Ops Visitors Public Road users	Collapse of excavation Contact with electric cables Contact with contaminated ground Vermin Toxic atmosphere	2	3	6	Suitable measures will be put in place to prevent site operatives, site plant and public road traffic from falling into any open excavation. The Site Manager will complete a risk assessment to determine the level of edge protection required. Suitable measures will be put in place to prevent site operatives from being injured during the excavation operation and collapse of the trench while work is carried out. The Site Manager will complete a risk assessment and communicate to the site operatives the safe system of work to be employed. Area to be CAT scanned prior to breaking ground • Permit to Dig twinned with drawing mark up of location of excavation • Protect & support any underground utilities • Spoil to be stacked a minimum of 2ft away from edge of dig • Hacki/Layher stairs with handrails provided to the bottom of the excavation • Area to be securely barriered off and illuminated where necessary • Banksman in attendance • Generators, petrol driven tools/machinery must not be placed at in or near excavation – risk of Carbon Monoxide Poisoning, structural instability & fire risk • Machine buckets/tools etc must not be stored in dumper bucket	1	3	3

Activity	Person at risk	Significant hazards	Risk*			Risk control measures	Residual risk**		
			L	S	LxS		L	S	LxS
Storage of hazardous materials and work equipment.	Site Ops Visitors	Respiratory and skin health issues Fire Explosion	2	2	4	COSHH assessments will be completed for all hazardous substances. The Site Manager will pass appropriate information to the site operatives regarding the safe system of work to be followed for each hazardous substance.	1	2	2
Asbestos containing materials.	Site Ops Visitors Public	Asbestos related diseases	3	3	9	Only assessed competent subcontractors who have authorisation to remove asbestos will be appointed to undertake work on behalf of GRAHAM. The subcontractor will supply a risk assessment and Method Statement before any work is undertaken. He will supply the Site Manager with evidence that the risk assessment and Method Statement have been communicated to the relevant site operatives.	1	2	2
Work in confined spaces e.g. wells, underground earthworks	Site Ops Visitors	Toxic atmosphere Explosion Drowning Vermin Exposure to biological agents Collapse	2	3	6	All operatives working in a confined space will be trained and competent to do so. The new chambers at the reservoir will be assessed by the Site Manager. Every entry into a confined space is potentially hazardous and must be carried out only in accordance with a carefully devised and properly implemented safe system of work, together with a Permit to Work that has been issued by a competent person in the appropriate circumstances.	1	2	2
Manual handling	Site Ops	Back, hand, arm and foot injuries	2	1	2	Manual handling Tool box talks to be given to all operative on site throughout the duration of the project. The Site Manager will consider manual handling as part of any risk assessment completed. Manual handling risk assessment will be completed by the Site Manager for relevant activities. The company trained Manual Handling trainer is available to provide specific manual handling training upon request.	1	1	1

Activity	Person at risk	Significant hazards	Risk*			Risk control measures	Residual risk**		
			L	S	LxS		L	S	LxS
Noise and vibration	Site Ops Visitors Public	Noise induced hearing loss Vibration white finger Whole body vibration illness	2	2	4	All machinery used on site will be of suitable standard to ensure noise emissions are reduced to lowest practicable level. Access panels, acoustic covers, doors and maintenance panels should remain closed when in use and rattling noises controlled by tightening loose parts. Where noise emissions cannot be controlled to an acceptable level at source, noise absorption panels or suitable screens will be erected around the offending operation to reduce noise levels. Plant and site operations will be managed where as far as possible to direct noise away from noise sensitive areas. Stationary machinery will also be sited away from noise sensitive areas. Site accommodation, stacks of materials and soil bunds will be situated, where practical to provide a barrier to noise emission to noise sensitive areas.	1	2	2

Activity	Person at risk	Significant hazards	Risk*			Risk control measures	Residual risk**		
			L	S	LxS		L	S	LxS
MEWPS Cherry Pickers	Site Ops Visitors Public	Falls of persons from height Falling items Equipment failure Pedestrians & vehicles Overturning Contact with overhead services or obstructions	3	3	9	Trained, competent IPAF operators to work from MEWPs. Rescue Plan in place. - Guard rails fitted at all four sides and access point closed and secured at all times during operation - Full body harness & lanyard attached to an anchor point whilst working in Cherry picker at all times Edge protection with handrails & intermediate rails incorporated in machines - Platform/basket to be of sufficient dimensions to allow safe passage and use of materials - Platform to be kept free from trip hazards or gaps through which materials could fall - Mandatory tethering of tools & safety helmet - Barriers at base of machine to form exclusion zone All machines to be subjected to 6 monthly thorough examination and test by LOLER inspector & certificate issued - Documented pre use checks to be undertaken - Operators must be trained to bring the machine they are using to ground in the event of failure/emergency Machine must be suitable for the purpose for which it is being used - SWL marked on the equipment must not be exceeded - Materials not permitted to accumulate on the platform - All loading must be considered, user, materials and tools Work area to be cordoned off to prevent vehicles/pedestrians encroaching on the area - Secure barriers - Signage displayed to warn route users of exclusion zones/diversions in place and that works are being carried out overhead - Check for manholes, service ducts, voids etc - DABs held each morning to co ordinate all works Checks to be made for overhead obstructions, power lines etc	2	2	4

Activity	Person at risk	Significant hazards	Risk*			Risk control measures	Residual risk**		
			L	S	LxS		L	S	LxS

Appendix 2 Emergency Plan

Emergency Procedures			
Contract Name: Cambridge Halls Student Accommodation			Site Code: TV25
Address: GRAHAM Site Office, Cambridge Halls, 41 Cavendish St, Manchester M15 6TT			Site Tel No:
IN THE EVENT OF A SERIOUS ACCIDENT, DANGEROUS OCCURRENCE, FIRE OR ENVIRONMENTAL INCIDENT			
Emergency Services	AMBULANCE	Tel No: 999	
	FIRE	Tel No: 0161 607 6013 [Gorton fire station]	
	POLICE	Tel No: 0161 872 5050 [Greenheys Station] Tel No: 01618564229 [Longsight station]	
Nearest Hospital	Manchester Royal Infirmary Oxford Road, Manchester, M13 9WL Tel No: 0161 276 1234		
Persons in Charge	Conor Feeney	07345774542	
	Luigi Pettinato	07584168824	
	Out of hours	Tel No: 07350 369 152 or 07385 038 744	
First Aider	Marge McMahon	Tel No: 07385 019836	
	Luigi Pettinato	Tel no: 07584168824	
IN THE EVENT THAT THE PERSON IN CHARGE IS NOT AVAILABLE CONTACT ONE OF THE FOLLOWING WHO MUST CARRY OUT THE REPORTING PROCEDURE			
Name: Henry Rogers	Office Tel No:	Mobile No: 07385 144 492	
IN THE EVENT OF A SERIOUS ACCIDENT OR DANGEROUS OCCURRENCE NOTIFY THE SHE DEPARTMENT AT HILLSBOROUGH HEAD OFFICE			
SHE Director: A. COOKE	Head Office Tel No: +44 (0)28 9268 9500	Head Office Fax No; +44 (0) 28 9268 9600	
IN THE EVENT OF DAMAGE TO UTILITIES CONTACT			
Gas [Cadent Gas]	Tel No: 08003898000	Water [United Utilities]	Tel No: 03456723723
Electric [ENWL]	Tel No: 08001954141	Telecoms	Tel No: TBC
IN THE EVENT OF AN ENVIRONMENTAL INCIDENT CONTACT			

Head Office Environmental Team No: <i>028 9268 9500</i>	If the incident or spill cannot be contained by site personnel, contact external spill provision OHES Environmental 24 HR Service: <i>0333 3331123</i>
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Appendix 3 Emergency Project Plan

Fire and Ambulance services

Construction Fire Plan

PF10-PR10-06-F001

Introduction

The purpose of this plan is to provide instruction to site operatives on the necessary arrangements required in the event of a fire. The majority of fires can be prevented by designing out risks, taking simple precautions and by adopting safe working practices.

DESCRIPTION OF WORK TO BE CARRIED OUT:

Demolition of existing Cambridge Halls Student Accommodation. Phase 0 involves demolition of existing building, excavating the site in preparation for construction works which will take place on a sectional basis Phase 1 to be completed summer 2029, and Phase 2 to complete Summer 2030. Main access to Phase 0 is off Cambridge St, onto Boundary Street and onto Chatham St under controlled access. Once onto Phase 1 & Phase 2 of the works access inward will be off Cambridge St and exit via Chatham and onto Boundary St back to Cambridge St.



SITE PRECAUTIONS/ ALARM PROCEDURE

If you discover a fire inform the any member of the Site Management Team right away and they will then raise the site alarm by
(Wez wireless Alarm systems Shouting Fire Fire)

Wess and Klaxton alarms

If you hear the Site Alarm you should proceed to the nearest fire exit straight away, and go to the Assembly Point located at

Assembly Point 1.	MMU Soda Building at Boundary St
Assembly Point 2.	Business School on Chatham Street

Wait for the Site Manager to do a roll call.

Do not re-enter the building until the Site Manager says that it is safe to do so.

ONLY TACKLE THE FIRE YOURSELF IF IT IS SMALL ENOUGH TO DO SO SAFELY, using the appropriate extinguisher and only if there is a safe means of exit before attempting to fight any fire.

SUPERVISION & PERSONNEL:

FIRE WARDEN	Luigi Pettinato	Location:	Site based
FIRE WARDEN	Wojciech Przytulski	Location:	Site based

HOT WORK PERMITS

A hot work permit is used to ensure fire prevention controls are in place for hot work operations.
Hot work Permits can be obtained from

GRAHAM site office & On Line Platform

EMERGENCY ARRANGEMENTS

Fire Brigade	Tel No: 999 or 112
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Water Shut Off		WSO	Fire Alarm Panel		FAP
Natural Gas Shut Off		NGSO	Fire Hydrant		FH
Fire Extinguishers	FE		Assemble Point		AP
					

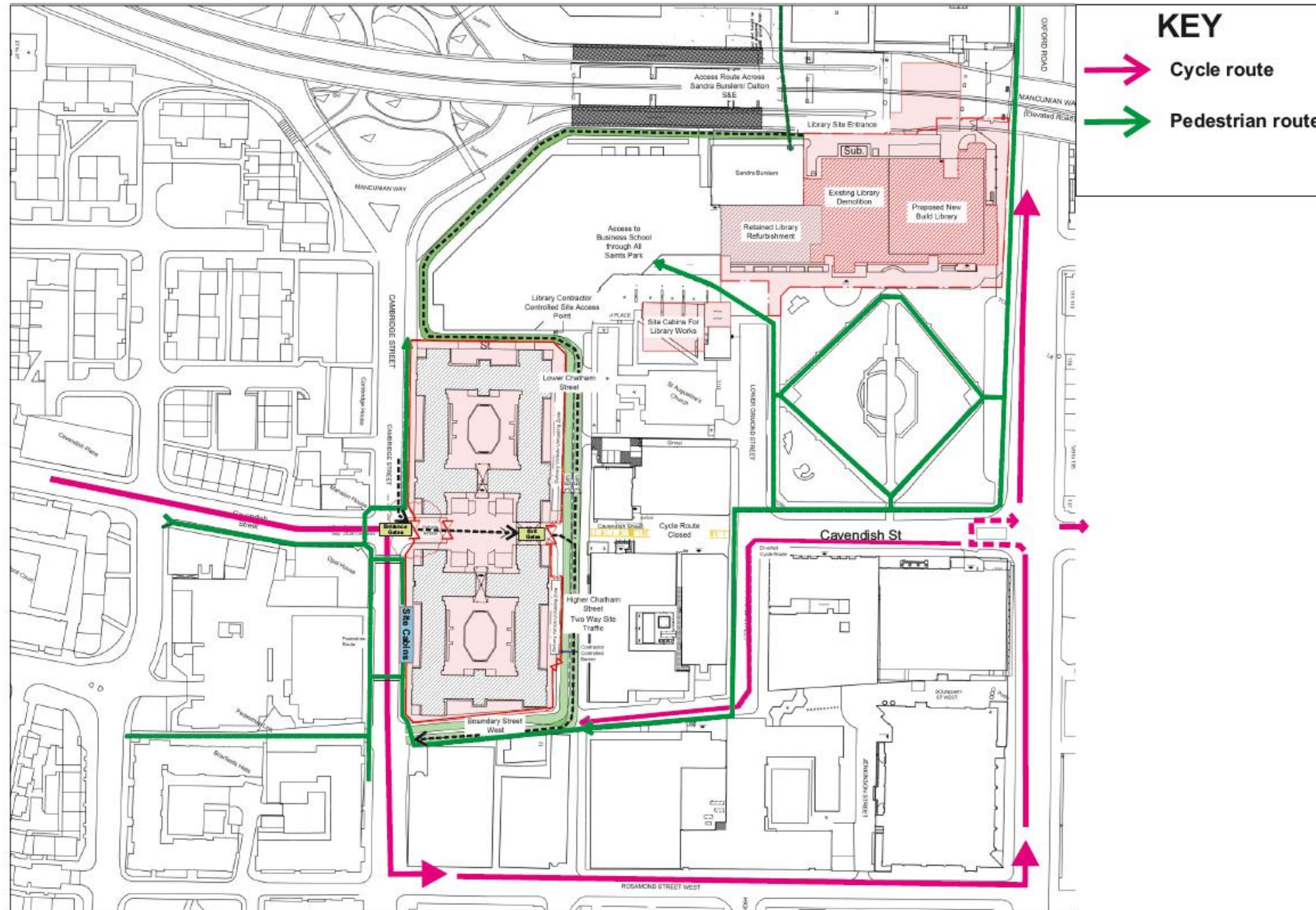


Appendix 4 Traffic Management

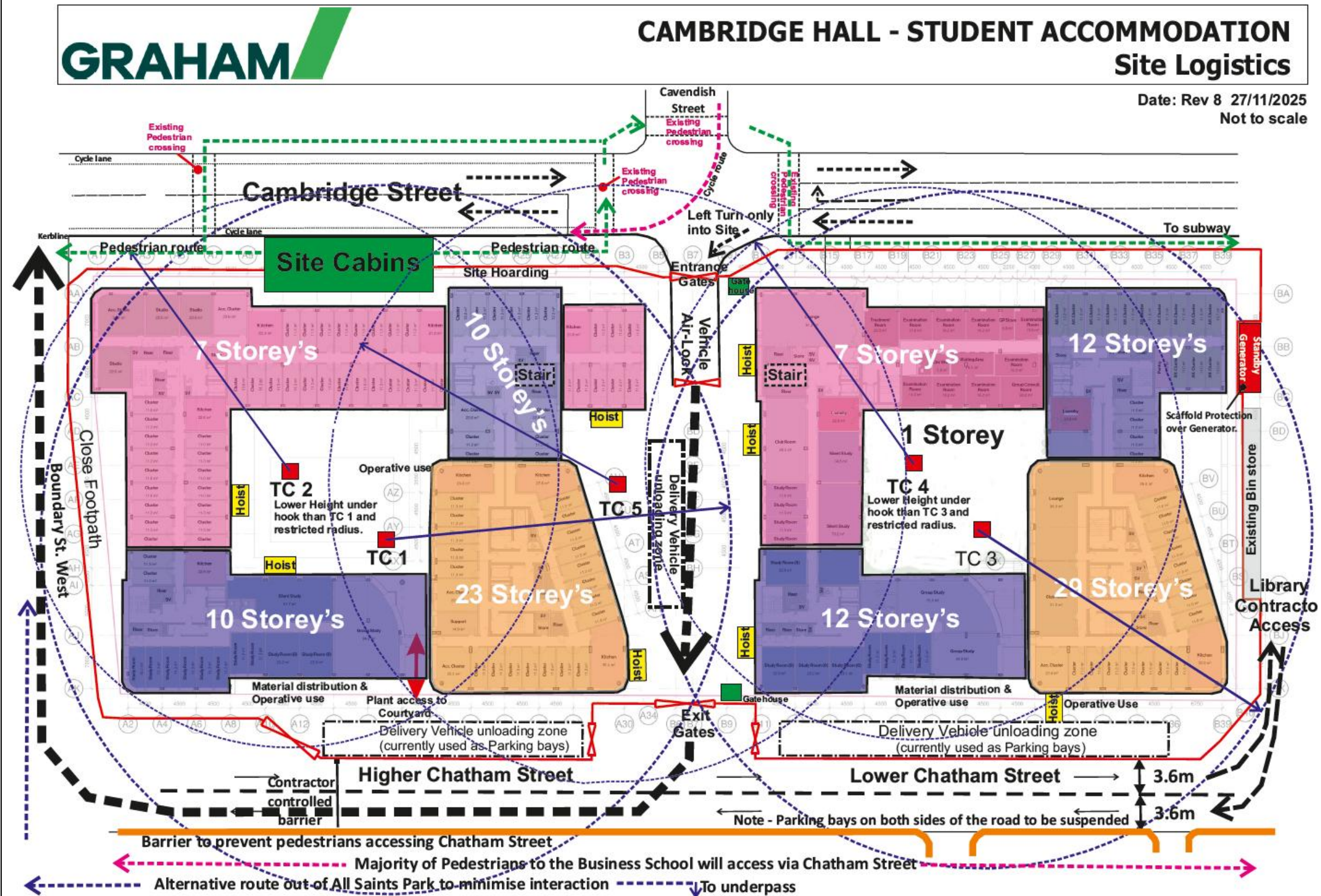
SITE PLAN



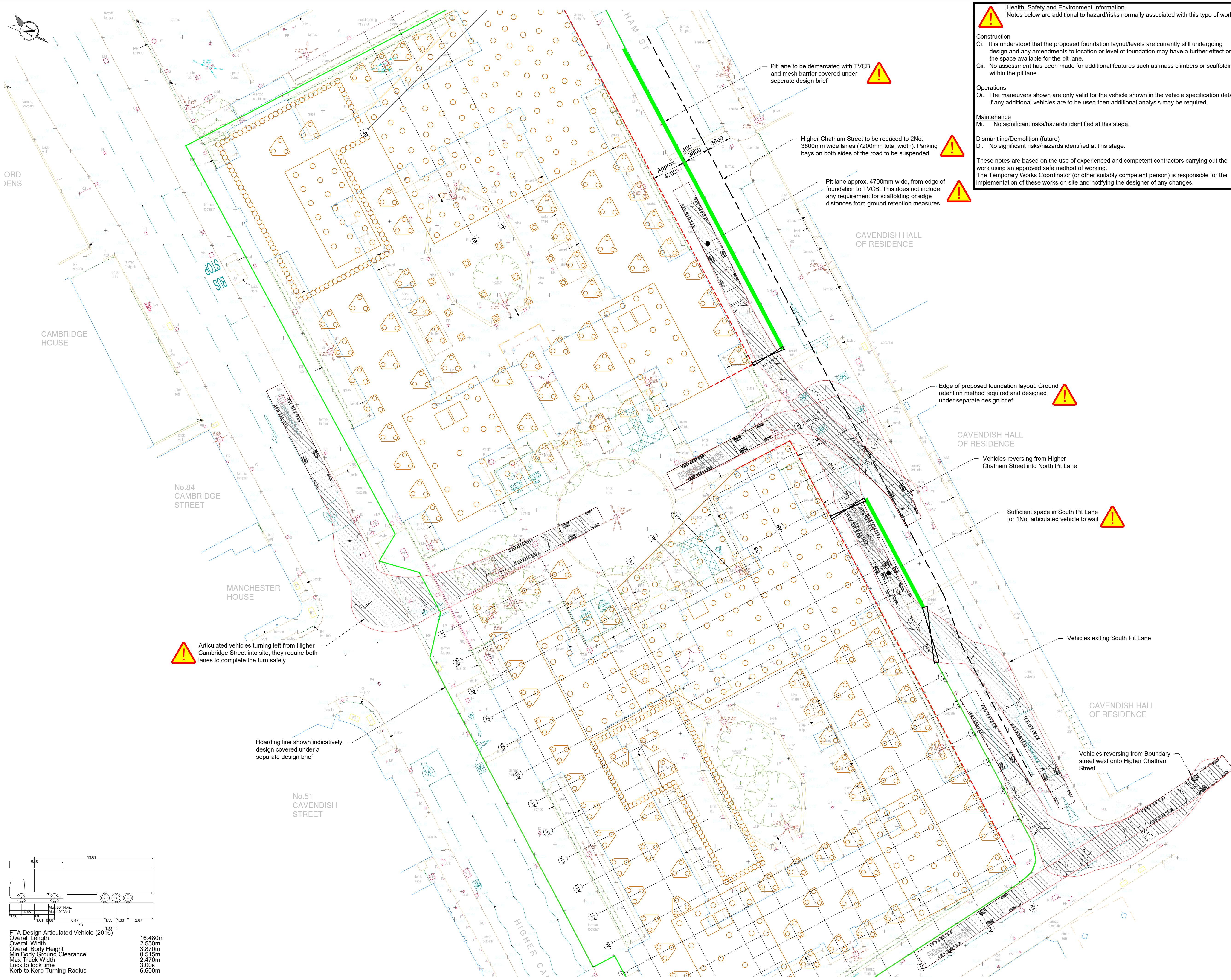
CAMBRIDGE HALL - STUDENT ACCOMMODATION Wider Site Logistics showing Pedestrian & Cycle routes



SITE CONDITIONS			
Restricted site area	Y/N	Insufficient room for turning area	Y/N
Obstacles	Y/N	Noisy environment	Y/N
Insufficient light	Y/N	Several openings at ground level	Y/N
Uneven ground conditions	Y/N	Several egress points from Building/ Structure	Y/N
Busy movement at site entrance	Y/N	Large numbers of people on site	Y/N
More than one item of mobile plant on site	Y/N		
RISK ASSESSMENT(based on site conditions)			
The Severity of any incident were mobile plant comes in contact with a person is Fatal or severely disabling. Tick			
Likelihood of incident	Risk status of incident		
Will occur	High risk of serious injury		
Likely to occur	High risk of serious injury		
Unlikely to occur	Medium risk of serious incident		
CONTROL MEASURES			Tick
Segregated site entrance for people and plant			✓
One-way traffic route to be used on site			✓
Physical barriers to separate people/plant throughout site			✓
Barriers and warning signage to prevent direct egress from building/ structure/ welfare onto plant movement route			✓
Turning circles to be used			
Barriered reversing zones			
Daily inspection of vision aids, flashing beacons & reversing warning on mobile plant			✓
Banksman to be used for reversing operations			✓
Additional lighting			✓
Erection of information and warning signage			✓
Fencing around openings in the ground			✓
Speed limits imposed on site			✓
Inspection and maintain traffic routes			✓
Instruct all site operatives to "KEEP CLEAR FROM MOVING PLANT"			✓
Site	Owens Park site		
Completed by	Jim Flannery		
Date Completed	9-5-2025		



(When drawing up this plan – Consider where people and plant could come in contact)



Health, Safety and Environment Information.
Notes below are additional to hazard/risks normally associated with this type of work:

Construction
Ci. It is understood that the proposed foundation layout/levels are currently still undergoing design and any amendments to location or level of foundation may have a further effect on the space available for the pit lane.
Cii. No assessment has been made for additional features such as mass climbers or scaffolding within the pit lane.

Operations
Oi. The maneuvers shown are only valid for the vehicle shown in the vehicle specification detail. If any additional vehicles are to be used then additional analysis may be required.

Maintenance
Mi. No significant risks/hazards identified at this stage.

Dismantling/Demolition (future)
Di. No significant risks/hazards identified at this stage.

These notes are based on the use of experienced and competent contractors carrying out the work using an approved safe method of working.
The Temporary Works Coordinator (or other suitably competent person) is responsible for the implementation of these works on site and notifying the designer of any changes.

Notes:
It is the GRAHAM Site Team's responsibility to communicate the information contained within this design to all relevant parties including the site principal designer(s) and temporary works coordinators where appropriate. It is also the site team's responsibility to ensure that this information is incorporated into site specific method statements and risk assessments.

1. All dimensions are in millimetres (mm) unless noted. Elevations are in m AOD. DO NOT SCALE FROM THIS DRAWING. USE FIGURED DIMENSIONS ONLY.

2. UNLESS THE REVISION OF THIS DRAWING IS DENOTED BY THE PREFIX C THEN THIS DRAWING IS NOT FOR CONSTRUCTION.

VEHICLE SPECIFICATION
Scale 1:200

FTA Design Articulated Vehicle (2016)

Overall Length	16.480m
Overall Width	2.550m
Overall Body Height	3.870m
Min Body Ground Clearance	0.515m
Max Track Width	2.470m
Lock to lock time	3.00s
Kerb to Kerb Turning Radius	6.600m

**PELIMINARY
NOT FOR CONSTRUCTION**

P01	First Issue	SW	-	-	27/06/2025
Rev	Description	Drawn	Des	Chkd	P

GRAHAM

GRAHAM Temporary Works Department
Unit 4 Digital Park, Pacific Way, Salford Quays
Manchester, M50 1DR Tel : +44 (0) 161 877 5533
www.graham.co.uk temporaryworks.services@graham.co.uk

CLIENT

Manchester Metropolitan University **UNITE STUDENTS**

PROJECT

CAMBRIDGE HALL

DRAWING TITLE

TEMPORARY WORKS
TRACKING ANALYSIS
ARTICULATED VEHICLE & PIT LANES

SCALE (A1)

AS SHOWN

STATUS

S2 - FOR INFORMATION

DRAWING NO.
TV25-GCL-TW-XX-DR-W-0004

REV.
P01

Drawing/Model File Name: TV25-GCL-TW-XX-M-W-0002-P01.dwg

NO PARKING POLICY FOR CONSTRUCTION SITES

Purpose

The purpose of this policy is to ensure safety, accessibility, and efficient operation around active construction sites by restricting unauthorized parking in designated areas.

Scope

This policy applies to all employees, *Contractors*, subcontractors, suppliers, visitors, and members of the public in or around the designated construction zone.

Policy Statement

To maintain a safe and organized construction environment, **no unauthorized parking is permitted** within or around active construction areas. Clear access must be maintained at all times for emergency vehicles, construction equipment, and material deliveries. The *Contractor* will monitor local approach routes and adjoining highway to the site during working times to enforce this policy.

Rules and Requirements

1. Designated Parking Areas

- **Demolition/ Early works period**

- Only vehicles authorised by the Site Supervisor or Project Manager may park within designated parking zones *within* the construction site during early works/ demolition stage.
- The low vehicle numbers will be accommodated within the site itself to alleviate any impact on the adjoining highways.
- The Parking area, internal to the site, will be segregated and be included in site layout plans within the Site CPP.
- The central open Cavendish street cut through that is within the site boundary will be used in the first instance until another area on site is cleared following phased demolition.

- **Construction period**

During the construction phase, a number of measures will be put in place to alleviate the impact to local areas to the site which are anticipated to include;

- Supply chain members will be instructed to include within their pricing for parking provision for their employees.
- A Construction Phase Traffic Management Plan will be produced which will include directions to the site and the location of local car parks so that site users are informed of the locality of the facilities available
- Local parking locations will be communicated to Contractors and visitors in their pre appointment documentation and also included within Site Induction.

- There are a number of public car parks within less than half a mile of the site, highlighted in below image. Operatives will be instructed to use these car parks and then walk to the site (5 -10 minute walk).



- Contractors and visitors will be encouraged to car share or use public transport where possible.
- In the areas immediately adjacent the site, compliance with the site parking rules will be monitored on an ongoing basis.
- The site will be registered with the Considerate Constructors Scheme and will comply with its code of practice (Graham is a partner member of the Considerate Constructors Scheme).
- The Project Management team will regularly communicate with local stakeholders via letter drops which will contain contact details for any complaints that need to be raised regarding parking. Complaints will be acted upon and action taken with any offending supply chain partners.
- Key Site Contact details will be displayed on the site hoardings.

2. Restricted Zones

- Parking is strictly prohibited:
 - Within the active construction site during main works.
 - In front of site gates, access roads, or delivery zones.
 - Near fire hydrants, emergency exits, or safety equipment.
 - On footways, landscaped areas, or any area not designated for parking.

3. Temporary Closures and Signage

- “No Parking” signs, cones, and barriers will be posted around restricted zones.
- Further temporary parking restrictions may be imposed without notice to accommodate construction activities or safety requirements.

4. Enforcement

- Vehicles parked in violation of this policy may be:
- Repeated violations may result in disciplinary action (for employees and/ or contractors) or revocation of site access privileges.
- Disciplinary procedures will be instigated upon any offenders to ensure commitments in this document and the site Construction Phase Traffic Management Plan are strictly adhered to.
- Offending parties will not be tolerated and will be disciplined accordingly via in house Company procedures.

5. Responsibilities

- **Site Manager/Supervisor:** Responsible for implementing and enforcing this policy.
- **All Personnel:** Required to comply with parking restrictions and report violations to site management.
- **Security/Traffic Control:** Authorized to monitor and document parking violations.

Safety and Accessibility

Maintaining clear and open access routes is critical for emergency response and operational efficiency. Unauthorised parking can obstruct emergency services, delay construction activities, and create hazardous conditions.

Effective Date

This policy is effective as of the date of site possession by the *Contractor* and will remain in force until the completion of the construction project or further notice.

CAMBRIDGE HALLS

MAIN WORKS VEHICLE MOVEMENTS

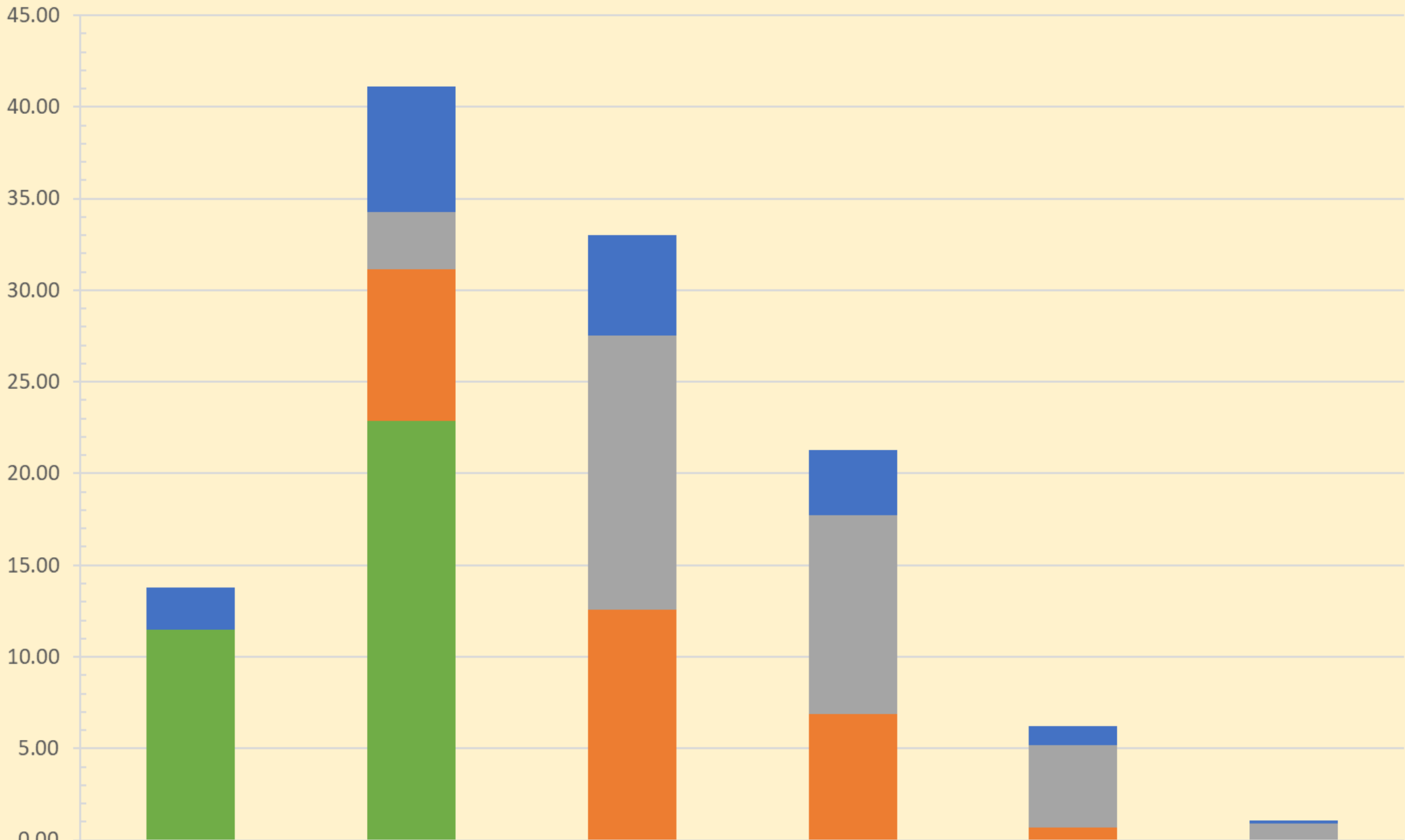
ANNUAL AVERAGE DAILY TRAFFIC CHARTS

236 Week Period

From 24/11/2025 to 20/06/2030

Chart 3.1 – AADT Vehicle Movements by Phase per Calendar Year (5 Day Working Week)

ANNUAL AVERAGE DAILY TRAFFIC (ONE WAY VEHICLE VISITS - 5 DAY WEEK)

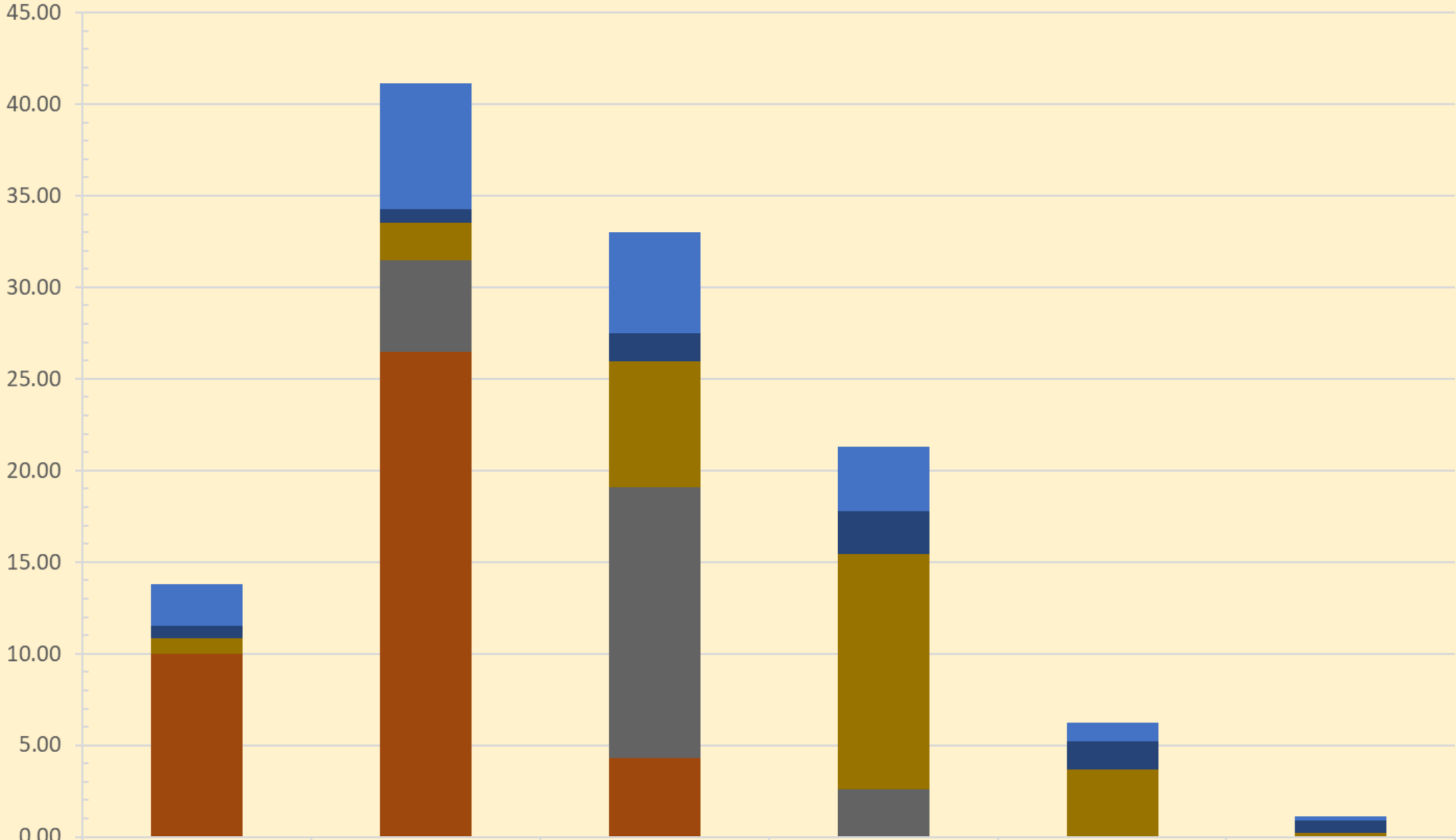


One Way Movements Per Day

Year

Chart 3.2 – AADT Vehicle Movements by Vehicle Type per Calendar Year (5 Day Working Week)

ANNUAL AVERAGE DAILY TRAFFIC (ONE WAY VEHICLE VISITS - 5 DAY WEEK)



20% Peak Allowance for Unforeseen & Part Loads	2.30	6.85	5.50	3.55	1.04	0.18
Skip Lorry	0.67	0.75	1.56	2.31	1.50	0.73
Artic Lorry	0.83	2.03	6.85	12.83	3.69	0.19
Concrete wagon (6m3)	0.00	5.02	14.80	2.61	0.00	0.00
Tipper truck (8m3)	10.00	26.45	4.30	0.00	0.00	0.00
All Phases Base Estimate	11.50	34.26	27.50	17.75	5.19	0.92
All Phases Including Peak Allowance	13.80	41.11	33.00	21.30	6.23	1.10

Year

Chart 3.3 – AADT Vehicle Movements by Phase per Calendar Year (7 Day Working Week)

ANNUAL AVERAGE DAILY TRAFFIC (ONE WAY VEHICLE VISITS - 7 DAY WEEK)

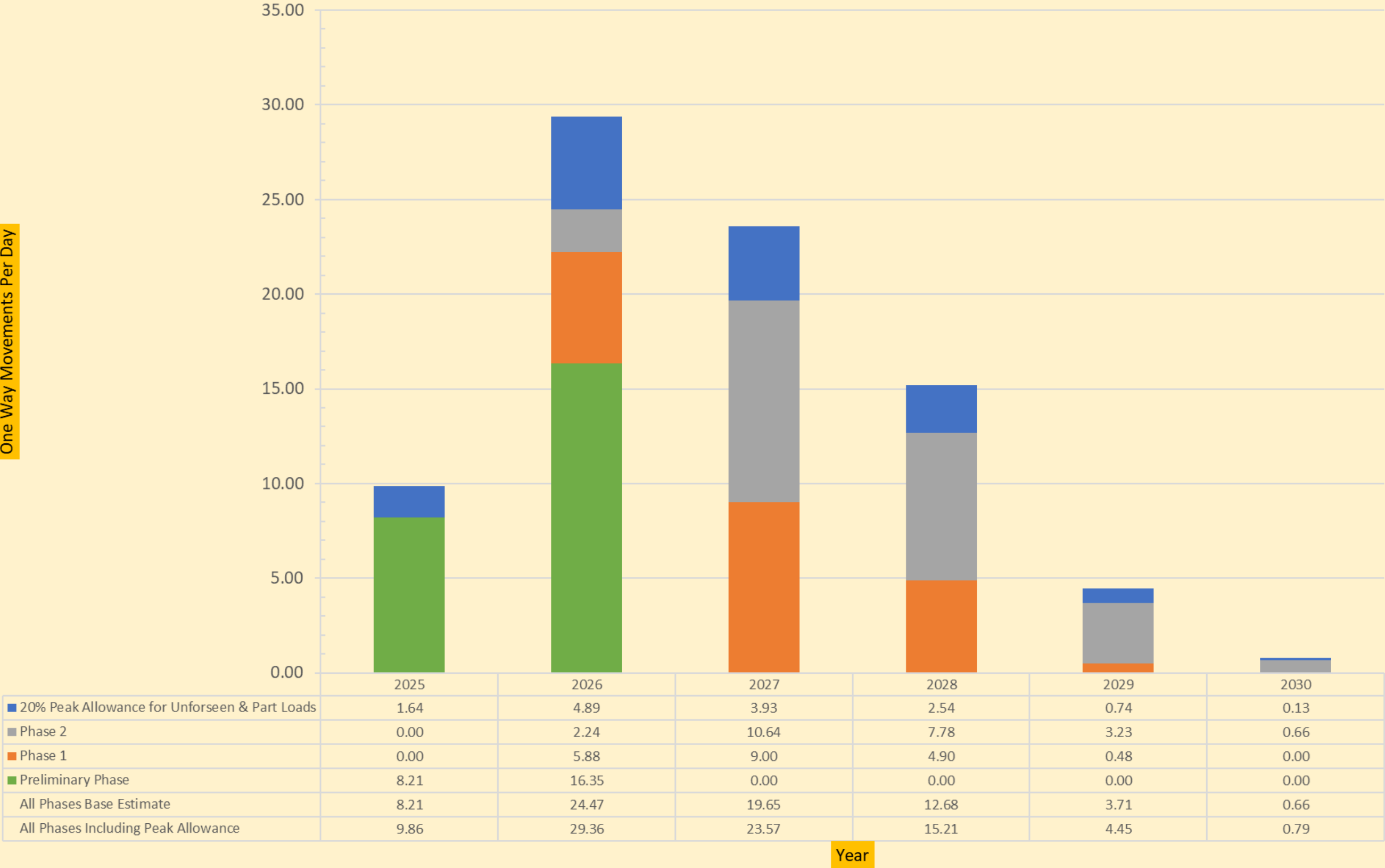
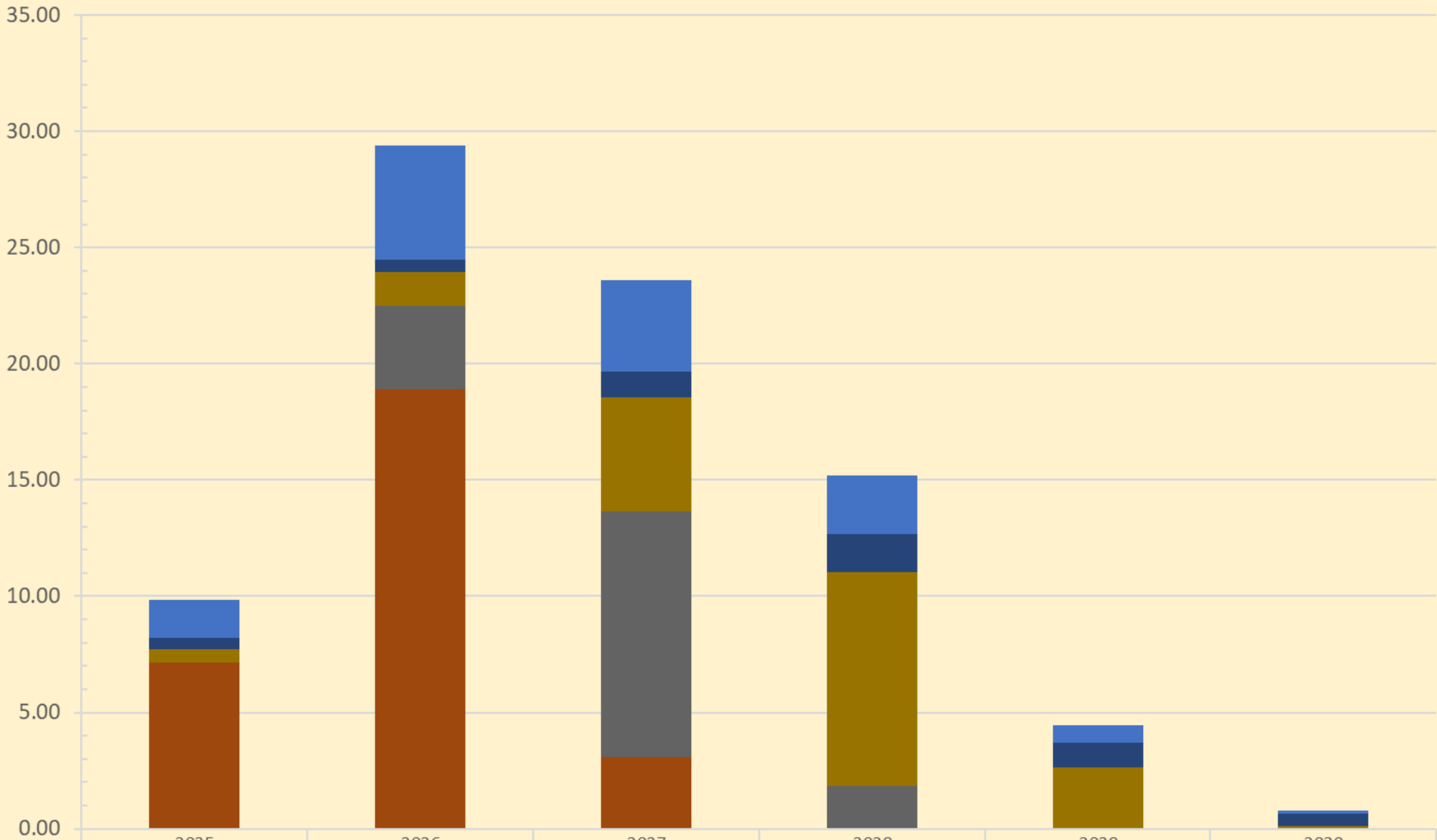


Chart 3.4 – AADT Vehicle Movements by Vehicle Type per Calendar Year (7 Day Working Week)

ANNUAL AVERAGE DAILY TRAFFIC (ONE WAY VEHICLE VISITS - 7 DAY WEEK)



20% Peak Allowance for Unforeseen & Part Loads	1.64	4.89	3.93	2.54	0.74	0.13
Skip Lorry	0.48	0.54	1.11	1.65	1.07	0.52
Artic Lorry	0.60	1.45	4.89	9.16	2.63	0.14
Concrete wagon (6m3)	0.00	3.59	10.57	1.86	0.00	0.00
Tipper truck (8m3)	7.14	18.90	3.07	0.00	0.00	0.00
All Phases Base Estimate	8.21	24.47	19.65	12.68	3.71	0.66
All Phases Including Peak Allowance	9.86	29.36	23.57	15.21	4.45	0.79

Year

Chart 3.5 – AADT Vehicle Movements by Phase over 236 week project (5 & 7 Day Working Weeks)

ANNUAL AVERAGE DAILY TRAFFIC (ONE WAY VEHICLE VISITS - OVERALL 236 WEEK PERIOD)

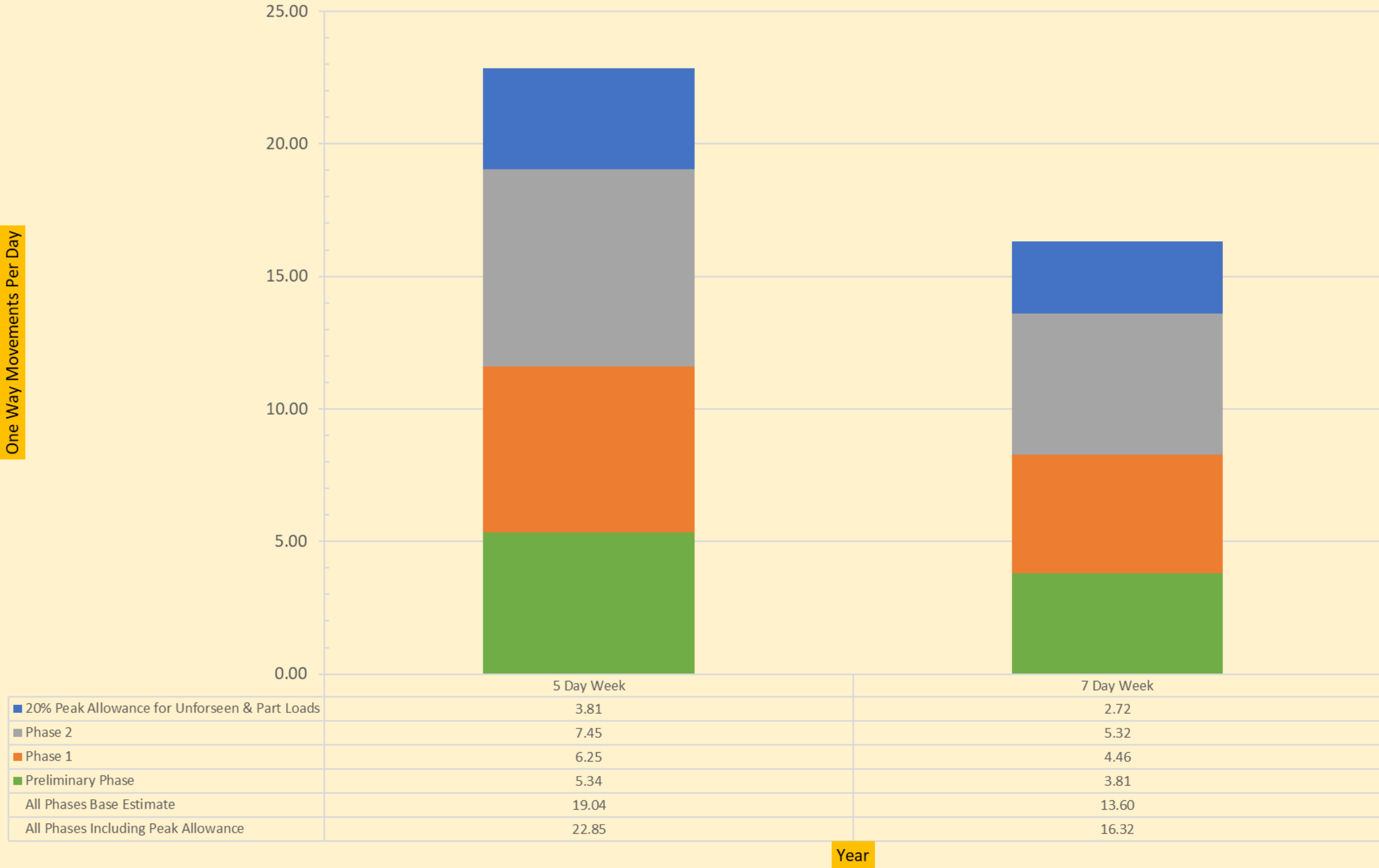
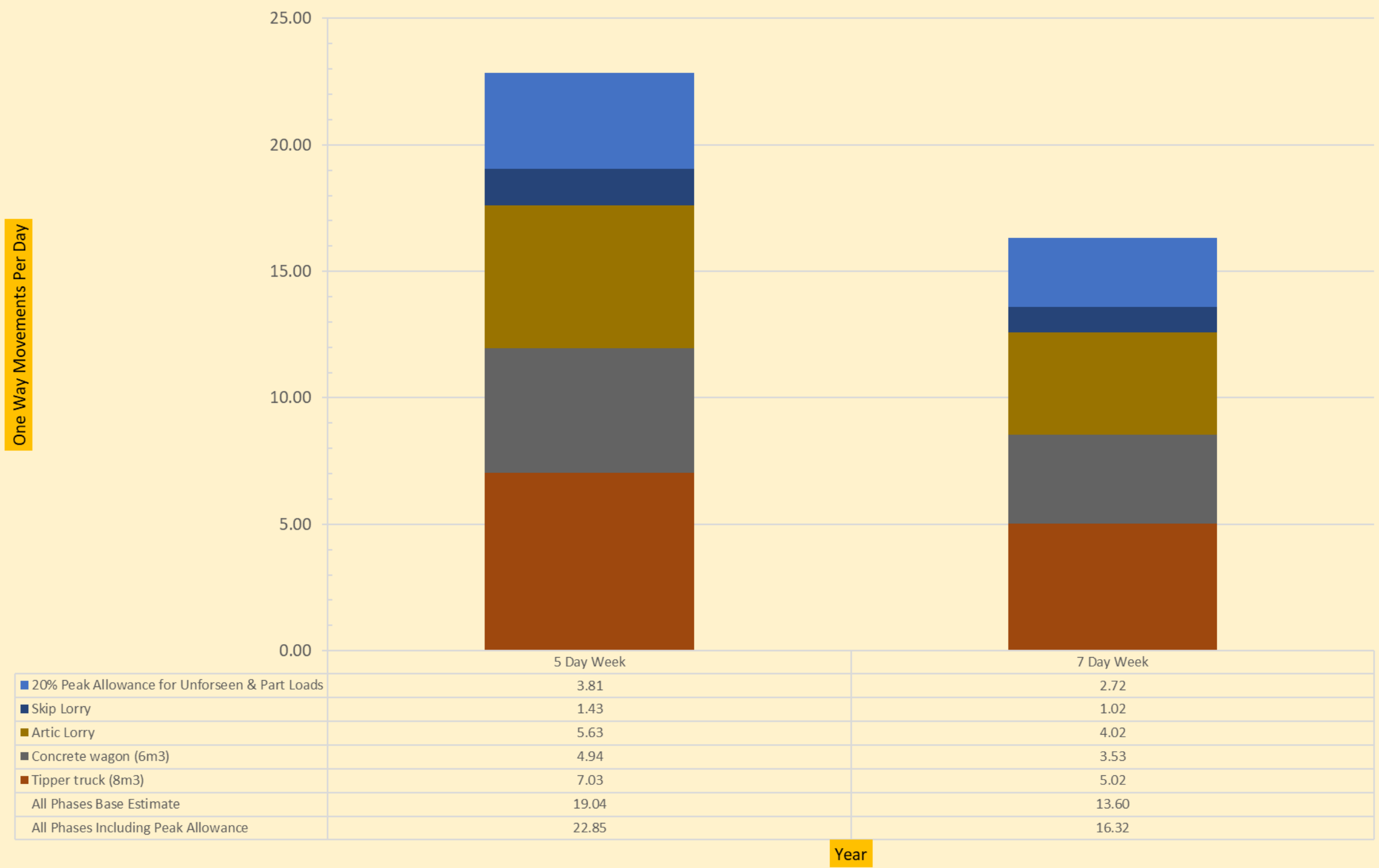


Chart 3.6 – AADT Vehicle Movements by Phase over 236 week project (5 & 7 Day Working Weeks)

ANNUAL AVERAGE DAILY TRAFFIC (ONE WAY VEHICLE VISITS - OVERALL 236 WEEK PERIOD)



Induction Script

Project: Cambridge Halls
Site Code: TV25

Everyone working on this site **MUST** go through a Health and Safety Induction before they commence work. This induction training will concentrate on site specific Health & Safety issues.

1. Health and Safety Targets

We want this site to be as safe as possible and our aim is to complete all works with no accidents and no-one suffering any work-related injury.

2. Description of Project

Demolition of existing student accommodation at Cambridge Halls MMU. Construction of 2303 student bedrooms over two Phases to ultimate completion in summer 2030.

General: Ancillary works, hard & soft landscaping

Start date:-

December 2025

Proposed completion

July 2030

3. Site Hours & Staff

Site hours will be:

Monday to Friday	07.30 to 18.00
Saturday	08.30 to 14.00
Sunday	No working by agreement only

Contracts Manager
Project Managers
Senior Engineer
Site Engineer
Site Managers
GRAHAM Site Safety Advisor

Michael Green
Andrew Fellows & Jim Flannery
Henry Rogers
Jack Caraher
Jamie Taggart & Bernie Darroch
Marge McMahon

4. Site Layout & Welfare Facilities

Access onto site is permitted through

Designated access point

Parking is permitted at

No site parking

Canteen is located

Site compound

Appendix 5 Miscellaneous

Toilets and washing facilities are located

Site office is located

Changing and drying rooms are located

First Aid Station is located

Site compound
Site compound
Site compound
Site office

REMEMBER TO TAKE CARE OF WELFARE FACILITIES AND KEEP THEM CLEAN

5. Health & Safety Responsibilities

Under Health & Safety law everyone has responsibilities and legal duties.

GRAHAM responsibilities	YOUR responsibilities
- To ensure, so far as is reasonable practicable, that we provide safe places and systems of work - To assess the risks of injury and introduce controls to reduce to remove those risks - To ensure you are aware of the safe systems of work and risks and controls before you start work	- To follow the safe systems of work - To obey the site rules - To carry out all work safely - both towards yourself and others - To wear suitable PPE as directed - Not to interfere with any equipment provided for safety - To report defects/ unsafe practices to your supervisor or site staff

6. Personal Protective Equipment (PPE)

Whilst on this site you must wear:

- Safety helmets, safety footwear and high visibility clothing at all times
- Safety boots with toe and midsole protection.
- Eye and ear protection if there is a foreseeable risk of injury to the eyes or ears
- Overalls and gloves if there is a foreseeable risk of damage to the skin
- Dust masks where there is a foreseeable risk of damage to the respiratory system
- Safety harnesses where there is a foreseeable risk of falling from a height.

All PPE Must Be Suitable for Its Use, Fit Correctly and be Maintained by You
Any PPE Provided to You by Supervisors Must Be Worn as Instructed
Do Not Use Damaged PPE – Ask Your Supervisor for a Replacement

7. Environment

GRAHAM has a strict environment policy and operates Construction Environmental Management Plans which must be adhered to at all times.

You must take all reasonable measures to minimise the contamination of watercourses and the generation of unnecessary noise, dust, vibration or emissions.

Ensure you dispose of any materials, including their containers/ packaging as directed by the manufacturer or the GRAHAM supervisor in the correct skip where segregation is undertaken.

In the event of a spillage or uncontrolled release of any substance, contact the Site Manager who will initiate the control procedures to prevent pollution.

8. Main Causes of Accidents and Project Hazards

Nine out of ten deaths on construction sites are caused by:

- FALLING FROM HEIGHT
- ELECTROCUTION
- STRUCK BY MOVING PLANT/ VEHICLES

Appendix 5 Miscellaneous

4. TRAPPED BY SOMETHING COLLAPSING OR OVERTURNING
5. STRUCK BY FALLING OBJECTS

Take extra care when working in these areas.

Other factors which could increase the risk of injuries on this site include: -

- Unauthorised pedestrian access
- Openings and excavations
- Scaffolding - never interfere with or alter scaffolding unless authorised to do so
- Hazardous substances
- Services both buried and overhead
- Plant movement
- Using mobile phones
- Listening to iPod's/ Mp3 player's/ radio's

9. Health

Other conditions and substances that can affect your health on this site include: -

- Manual handling
- Dusts and fumes
- Concrete/ cement
- Noise and vibration
- Fuels and oils
- Work with chemicals

Wearing the correct Personnel Protective Equipment in combination with good personal hygiene could help you to avoid your health being damaged. You **MUST** use any substances as directed by the manufacturer and use any control measures. Be aware of any hazard symbols and seek guidance to their meaning. The Site Manager will provide you with this information and carry out COSHH assessments where required.

10. Emergency Procedures

a) FIRE:

**HOT WORKS PERMITS MUST BE OBTAINED FROM SITE STAFF
FOR ALL OPERATIONS THAT GENERATE HEAT**

If there is a fire the alarm signal will be:

Wez Alarm & Beacon zoned sounded

If you hear the alarm, make your work area safe and then go to the assembly point at

Designated Muster Point at Boundary Street and or Business School on Chatham Street

If you see a fire, raise the alarm and proceed to the assembly point.

Only attempt to tackle the fire if you are trained to do so

DO NOT RETURN UNTIL INSTRUCTED BY THE SITE MANAGER

Below is a description of extinguishers and their uses and limitations.

- A **RED** Panel indicates **WATER** and is suitable for burning paper, wood or fabric.
DO NOT USE ON ELECTRICAL EQUIPMENT OR OIL FIRES
- A **CREAM** panel indicates **FOAM** and is suitable for burning liquids (Fuels/ oils etc.)
DO NOT USE ON ELECTRICAL FIRES

Appendix 5 Miscellaneous

- A **BLUE** panel indicates **DRY POWDER** and is suitable for all fires
- A **BLACK** panel indicates **CARBON DIOXIDE** and is suitable for all fires.

DO NOT USE IN A CONFINED SPACE.

b) ACCIDENTS

- All accidents and near misses (conditions that could result in an accident) **MUST** be reported to your supervisor and GRAHAM site staff.
- ALL accidents/incidents must be reported to the SHE department and recorded immediately on ONOS.
- First aid is available in the site office and must only be issued by a qualified first aider.
- The names of the first aiders are displayed on the First Aid Poster in the Site Office and Canteen.
- If you feel unwell at any time you must stop work and report to the Site Manager or first aider immediately.

11. Overlap of Activities

When you are working beside other contractors, you must carry out your work in a manner that will not injure or harm them. You must warn other contractors of any hazardous activities you are about to undertake and ensure you inform them of any control measures prior to commencing that operation. The site staff will ensure that adequate control measures are agreed in advance. Ensure that your work area remains safe at all times especially where there is an interface with other contractors.

12. Operation of Mobile Plant

Drivers on this site must:

- Have the proper training and be competent for the vehicle or plant they are operating
- Always leave the plant in a state which is safe and discourages unauthorized use (brake on, motor off, key out)
- Where appropriate, travel with the forks (or other equipment fitted to the mast) lowered
- Always be aware of pedestrians and other vehicles
- Always wear proper seat restraints

Drivers on this site must not:

- Carry passengers unless proper provision is made for doing so
- Use forks, where fitted, to raise or lower persons unless a purpose-built cage is used
- Use a vehicle in a way that might cause it to overturn, including being driven incorrectly over unsuitable ground
- Vehicles must **NEVER** be overloaded. Overloaded vehicles are unstable, difficult to steer and are less likely to brake effectively

13. What Next?

The GRAHAM site staff will now explain any site-specific hazards and controls to you and you may ask any questions you have.

SITE SPECIFIC RULES

PROJECT: Cambridge St Enabling Works

1. All persons MUST accept these GRAHAM Site Rules as a condition of employment on this site. Sub-contractors whose operatives commit a breach of health and safety will be charged for a re-induction. They will also be disciplined under the 3 & out rule which can lead to suspension from site.
2. All persons must wear safety helmets, high visibility clothing and safety footwear with toe and mid sole protection at all times. Hi-viz vests must only display the GRAHAM logo or the sub-contractors name.
3. Gloves and glasses must be worn where a risk of injury is foreseeable.
4. Other appropriate PPE must be used when provided or where risk of injury exists.
5. Instructions from GRAHAM site staff regarding safe working practices are to be followed.
6. All Warning Notices must be complied with.
7. All persons must maintain a reasonable standard of dress, refrain from shouting or whistling, and treat the public with respect.
8. Only 110 volt or battery power tools will be permitted on site.
9. All materials must be stored and stacked safely.
10. Skips will be provided for rubbish and you must keep your work area clean and tidy. Waste must be disposed of in the correct skips.
11. Report immediately to your Supervisor any defects in plant, equipment or materials.
12. Please treat welfare facilities as you like to find them. Any person found abusing welfare facilities will face disciplinary action.
13. Horseplay, assault, abuse or intimidating behaviour of any kind on site will not be tolerated.
14. The consumption of alcohol or use of recreational drugs on site is strictly forbidden. Any persons found (or suspected) to have misused intoxicants, or who's performance could be (or could have been) impaired by misuse of substances, may be requested to undergo testing and may be subject to disciplinary action.
15. Do not attempt to carry out any task or operation which is dangerous or which could cause injury to you or someone else – if in doubt, consult the Site Manager.
16. Prevent any substances, such as oil, diesel, chemicals, cement and sewage from entering a watercourse or drain. If a spillage occurs notify the Site Supervisor.
17. Ensure refuelling is carried out away from any drains, etc. Drip trays must be used.
18. Concrete wash-down must be carried out in an area away from drains.
19. Burning of rubbish is not permitted on site.
20. Noise, dust and nuisance must be kept to a minimum.
21. Do not alter scaffolding unless trained to do so.
22. Plant must only be operated by trained, competent and authorised persons.
23. No sporting team jerseys, emblems or colours to be worn at any time whilst on site.
24. Tracksuit trousers or similar (jogging bottoms/ shell suit trousers, etc.) are not permitted.
25. Mobile phones will only be permitted in controlled areas as designated by Site Managers. Plant operators must not use phones when operating plant.
26. Radio iPods/ MP3 players are a distraction and must not be used anywhere on site.
27. Mechanical digging must not take place within 500mm of a known service. Before excavation takes place an assessment and/ or Permit to Dig must be in place from site staff.
28. Ladders will only be authorised for use when prior agreement from the Site Manager has been given.
29. Smoking is not permitted within site offices, canteens, drying rooms or closed buildings within site.

DO NOT TAKE RISKS.

Community Consultation & Stakeholder Engagement

Procedures for effective community consultation and stakeholder engagement during the construction works. The aim is to minimise disruption, maintain positive relationships, and ensure compliance with planning conditions and statutory requirements.

Applies to all construction activities associated with the Cambridge Hall development and covers engagement with:

Local residents (students, tenants, homeowners)

Local businesses and commercial premises

University stakeholders

Statutory bodies including Manchester City Council and Manchester Highways

Responsibilities

- Project Director Conor Feeney

Overall responsibility for stakeholder management strategy

Ensures adequate resources are allocated

- Community Liaison Officer (CLO) Louise Seddon

Primary point of contact for the public

Manages communications, complaints, and consultations

Maintains stakeholder records

- Site Manager Luigi Pettinato

Implements mitigation measures (noise, dust, traffic) as per CPP

Ensures site compliance with agreed working practices

- Client Representative Hannah Walder (Unite)

Provides oversight and alignment with Manchester Metropolitan University objectives

Procedure

Advance Notification Letters or email notification to all stakeholders within the agreed consultation radius prior

Working group has been established with University to manage social media posts and communication with stakeholders to ensure messaging is aligned agreed and formatted in the correct manner to ensure effective communication.

Six weekly meetings with MCC, MMU, Unite, and local councillors

Public consultation events alongside MMU and Unite

Distribute newsletters monthly or in advance of any particular works outside the site footprint or of relevance to stakeholders outlining scope of works, programme and key milestones, and anticipated impacts.

Identify and log key stakeholders including vulnerable groups and high-impact businesses

Site notice boards to be updated regularly

- Advance notice shall be provided for:
- High-noise activities
- Out-of-hours works (subject to approvals)
- Road closures and traffic diversions
- Crane lifts and abnormal deliveries

Communication Channels

Dedicated Community Liaison Officer (CLO)

24-hour contact telephone number

Social media updates

Complaints Management Procedure

All complaints shall be logged in the Complaints Register

Acknowledgement issued within 24 hours

Investigation completed within 3–5 working days

Response provided with details of corrective actions

Escalation:

Unresolved complaints escalated to Project Director

Trends reviewed during monthly management meetings

GRAHAM is an associate member of the Considerate Constructors Scheme (CCS).