Date: 15/07/2026 REV No: 00

Contract No. & Title **Contract Address**	HLA098 – Piccadilly Gardens Redevelopment Piccadilly Gardens, Piccadilly, Manchester, M1 1LU.
Duration of Project	Start Date: Winter 2026 (TBC) End Date: Winter 2027 (TBC)
Client Name & Address	Manchester City Council, Town Hall, Manchester, M60 2LA.
Principal Designer **Name & Address**	Galliford Try Construction Ltd., 3rd Floor, 401 Faraday House, Birchwood Park, Warrington, WA3 6GA.
Principal Contractor	Galliford Try Construction Ltd., 3rd Floor, 401 Faraday House, Birchwood Park, Warrington, WA3 6GA.
Prepared By **(Site Team)**	Sam Higgins Date: 10/07/2026
Accepted By **(Principal Designer)**	Adam Liu Date: 15/07/2026

This Construction Management Plan (CMP) will be added to, reviewed, and updated as the project develops, further design work is completed, information from subcontractors starting work becomes available, unforeseen circumstances or variations to planned circumstances arise or where the operations management team deem it is necessary.

1. INTRODUCTION 4
SECTION 1 - Description of the Project 5
1.1 Location 5
1.2 Scope of Works 5
1.3 Timing of the Works 6
1.4 Client Brief – Pre-construction Information 6
1.7 Client Specific Requirements 7
1.6 Site Security 7
1.6.1 Physical Security Perimeter and Entry Controls 8
1.6.2 Securing Offices, Rooms & Facilities 8
1.6.3 Protecting Against External and Environmental Threats 8
1.6.4 Working in Secure Areas 8
1.6.5 Delivery and Loading Areas 8
1.6.6 Equipment Siting and Protection 8
1.6.7 Supporting Utilities and Cabling for Security 9
1.6.8 Equipment Maintenance 9
1.7 Third Party Access or Client Appointed Contractor Access 9
SECTION 2 - Management of the Work 10
2.1 Management Structure and Responsibilities 10
2.2 Selection of Contractors / Designers 11
2.3 Health and Safety Aims for this Project 11
2.4 Site Rules 12
2.5 Arrangements to Ensure Co-operation Between Project Team Members 12
2.5.1 Exchanging Design Information between the Client, Principal Designer and Designers 12
2.5.2 Handling Design Changes 13
2.5.3 The Exchange of Health and Safety Information Between Contractors 13
2.6 Change Management 13
2.7 Arrangements for Worker Engagement 14
2.8 Site Induction / Onboarding 15
2.9 Welfare Arrangements 16
2.10 Emergency Procedures 17

2.10.1 Project Wide Emergency Planning 17
2.10.2 Fire Emergency 18
2.11 Accident Reporting, Recording and Investigation 18
2.12 Traffic Management 19
SECTION 3 – Arrangement for Controlling Specific Site Risks 20
3.1 Arrangements for Controlling Significant Site Risks 20
3.2 Arrangements for Controlling Adjacent Site Risks 21
SECTION 4 - Arrangements for Compiling the Health and Safety File 22
APPENDIX 1 – HS&E STANDARDS APPLICABLE TO THIS PROJECT 24
APPENDIX 2 – DESIGNERS AND CONSULTANTS 25
APPENDIX 3 – CONTRACTORS 26
APPENDIX 4 – SITE SPECIFIC RULES FOR THIS PROJECT 27
APPENDIX 5 – RECORD OF REVIEW 28

1. INTRODUCTION

This Construction Management Plan (CMP) has been prepared specifically for the Piccadilly Gardens Redevelopment project in accordance with the Construction (Design and Management) Regulations 2015. The aim of this CMP is to provide clear, concise, and project-specific information required to manage the works, along with arrangements for controlling and managing significant site risks.

This CMP takes into consideration the pre-construction information provided by the Client; information on residual design risks provided by the Principal Designer and other designers; and information obtained from surveys, site investigations, and risk assessments of the project-specific environment undertaken by the operations management team responsible for this project.

The Company's HS&E Standards are based on legal compliance, and those applicable to this project are identified in Appendix 1. Implementation of the Business Management System (BMS) will ensure that adequate planning, suitable controls, legislative compliance, and monitoring are in place. These arrangements will support continuous improvement and ensure that health, safety, and environmental management remain a priority throughout the delivery of the project.

The HS&E Standards are supported by internal Guidance Notes, which shall be implemented where applicable. In addition, Construction Health and Safety Manual (CIP) documents available through the Galliford Try Business Management System (BMS) provide further detailed guidance to assist the Project Manager and site team in assessing project-specific risks and developing safe systems of work.

This CMP has been developed to avoid the use of generic documentation and instead focuses on project-specific information and arrangements that support effective communication and management of risks. Reference is made to other project documentation where appropriate; however, non-project-specific documents will be made available upon request.

The filing system to be used for this project shall be electronic, using ViewPoint as the Common Data Environment. All relevant project documentation, including risk assessments, method statements, drawings, and records, shall be stored, managed, and maintained within ViewPoint. Documents referenced within this CMP shall be accessible via this system, with supporting information included within the appendices where required.

The project team members responsible for the project management, compilation, review, and maintenance of this CMP are:

Position	Name	Responsibility
Project Director	Tim Bowers	Overall responsibility for scheme delivery
Project Manager	Adam Liu	Implementation and management of the works
Design Manager	Sam Higgins	Design co-ordination and risk management

SECTION 1 - Description of the Project

1.1 Location

Piccadilly Gardens is one of Manchester's most important public spaces and transport interchanges, it is a key gateway for thousands of people entering the city from Piccadilly Station and beyond.

The site comprises the existing Piccadilly Gardens public realm area and associated surrounding footways, highways, public transport interfaces, and landscaped areas. It is situated within a densely populated urban environment with high levels of pedestrian activity and significant interaction with local businesses, public transport, cyclists, and vehicular traffic. Construction activities will therefore require careful planning and co-ordination to maintain public safety and minimise disruption.

1.2 Scope of Works

The project seeks to comprehensively improve Piccadilly Gardens through new shrub and tree planting, a central lawn, upgraded public realm, improved pedestrian movement routes, a family-friendly play space, and a series of measures to support safer, more active everyday use.

The scope of works comprises the removal of existing features and surfaces, and the installation of new hard and soft landscaping, street furniture, lighting, drainage, ducting and utility works, and associated public realm infrastructure.

Due to the location of the project within a busy city centre environment, the works will be phased to maintain safe pedestrian routes and minimise disruption to members of the public, local businesses, public transport operations, and adjacent stakeholders.

The principal elements of the works include:

- Site establishment, welfare, security, hoarding, and temporary works.
- Site clearance and removal of existing paving, street furniture, structures, and water feature.
- Excavation, earthworks, and reinforced concrete foundation construction.
- Drainage installation and modifications to existing drainage infrastructure.
- Utility investigations, diversions, protections, and associated underground service works.
- Installation of new hard landscaping, including paving, kerbing, and public realm features.
- Installation of street furniture, lighting, and associated public realm infrastructure.
- Soft landscaping works, including shrub planting, soil preparation, and tree installation.
- Temporary traffic management and pedestrian management measures.
- Testing, inspection, commissioning, and handover of the completed works.

All works shall be undertaken in accordance with the contract requirements, approved design information, statutory obligations, and the Galliford Try BMS.

1.3 Timing of the Works

Contract Award Date	Autumn 2026 (TBC)
Contract Commencement Date	Winter 2026 (TBC)
Contract Period	12-18 months (TBC)

a. A construction programme specific to the project will be maintained by the Project Manager, this will be reviewed and updated throughout the construction period and copies provided to the client each month.

b. The normal hours of work are as follows:

Monday to Friday:	7:30am to 5:30pm
Saturday:	8:00am to 5:00pm
Sunday:	8:00am to 5:00pm

c. The site will be continually monitored by the site management team and in addition, advice, support and monitoring will be provided by a professional HS&E Advisor.

d. The HS&E Advisor that has been appointed for this project is:

Name: Lee Bulman

Frequency of Visits: Monthly

1.4 Client Brief – Pre-construction Information

A copy of the pre-construction information, surveys, utility records, design risk register, ground investigation information, and other relevant project documentation is stored within ViewPoint. Relevant information shall be communicated to contractors and suppliers through pre-start meetings, inductions, briefings, and the review of risk assessments and method statements.

The Client has advised of the following hazards and risks:

- Existing underground services, including electrical, gas, water, drainage, and telecommunications infrastructure within a congested urban environment.
- Significant public interface due to the high volume of pedestrians using Piccadilly Gardens and surrounding footway.
- Interface with adjacent highways, bus routes, cycle routes, and public transport infrastructure.
- Existing trees and landscaped areas requiring protection throughout the works.
- Restricted access and logistics constraints associated with the city centre location.
- Potential contaminated materials associated with previous land uses and historical construction activities.
- Noise, dust, and vibration impacts on adjacent businesses, transport facilities, and members of the public.
- Temporary traffic management and pedestrian diversion requirements during the construction phase.

A project-specific risk assessment covering general workplace hazards, risks to the public, and project delivery activities has been prepared. Detailed control measures and safe systems of work shall be defined within task-specific risk assessments and method statements produced by those undertaking the works. Risk assessments and supporting documentation shall be maintained within ViewPoint and reviewed throughout the construction phase.

Section 3 of this CMP identifies the significant hazards and risks associated with the project in accordance with Schedule 3 of the CDM Regulations 2015 and details the arrangements that will be implemented to manage those risks.

1.7 Client Specific Requirements

The project shall be delivered in accordance with the Client's requirements, the contract documentation, and all relevant statutory obligations.

The Client has identified the following key project requirements:

- Delivery of a high-quality public realm scheme suitable for a prominent city centre location.
- Maintenance of safe pedestrian access through and around the site throughout the duration of the works where reasonably practicable.
- Minimisation of disruption to local businesses, residents, public transport operations, and other stakeholders.
- Effective management of interfaces with the public, adjacent properties, and surrounding infrastructure.
- Maintenance of effective communication and collaboration between the Client, Principal Designer, Principal Contractor, designers, stakeholders, and other interested parties.
- Compliance with all relevant planning conditions, environmental requirements, and Local Authority requirements.
- Provision of accurate records and information to support project monitoring, handover, and the compilation of the Health and Safety File.

The project team shall work collaboratively with Manchester City Council and all relevant stakeholders to ensure that health, safety, environmental, quality, and programme objectives are achieved throughout the construction phase.

1.6 Site Security

The site shall be secured using a combination of hoarding, fencing, gates, and controlled access arrangements appropriate to the location and stage of the works. Due to the high-profile city centre location and significant public interface, maintaining site security and preventing unauthorised access shall be a key project requirement.

1.6.1 Physical Security Perimeter and Entry Controls

The site shall be segregated from the public using secure perimeter hoarding and temporary fencing. Access shall be controlled through designated entry and exit points, with all personnel, visitors, and delivery drivers required to sign in and comply with the site induction requirements.

Access gates shall remain secured when not in use and site boundaries shall be inspected regularly to ensure their continued effectiveness.

1.6.2 Securing Offices, Rooms & Facilities

Site offices, welfare facilities, stores, and compounds shall be secured when unattended. Any project documentation maintained in hard copy format shall be stored in secure facilities.

Plant keys, permits, and other controlled documentation will be managed by authorised personnel.

1.6.3 Protecting Against External and Environmental Threats

Security arrangements shall be co-ordinated with the project emergency procedures, fire safety arrangements, and environmental management controls.

Adequate lighting shall be maintained where required to support safe operations and site security.

1.6.4 Working in Secure Areas

Access to designated storage compounds, plant storage areas, fuel stores, and other controlled areas shall be restricted to authorised personnel only.

Any hazardous materials shall be stored in accordance with project procedures and relevant statutory requirements.

1.6.5 Delivery and Loading Areas

All deliveries shall be coordinated through the site management team and directed to designated unloading locations.

Delivery activities shall be planned to minimise disruption to members of the public, local businesses, and surrounding transport infrastructure.

Vehicle movements shall be controlled through the project traffic management plan.

1.6.6 Equipment Siting and Protection

Plant, equipment, materials, and tools shall be stored within designated secure areas when not in use. Particular attention shall be given to the storage of high-value materials, specialist equipment, and items that could present a risk if accessed by unauthorised persons.

Project information shall be managed electronically within ViewPoint, with access restricted to authorised users.

1.6.7 Supporting Utilities and Cabling for Security

Temporary power supplies, communication systems, and associated infrastructure shall be installed and maintained to support site operations and security requirements.

Access to temporary services and distribution equipment shall be restricted to authorised personnel.

1.6.8 Equipment Maintenance

Security systems, fencing, hoarding, gates, lighting, fire safety equipment, and welfare facilities shall be inspected and maintained throughout the project.

Defects affecting site security shall be rectified promptly to ensure the integrity of the site boundary and protection of personnel, plant, equipment, and the public.

1.7 Third Party Access or Client Appointed Contractor Access

Due to the nature of the project and its city centre location, there may be occasions where Galliford Try is required to interface with third parties, statutory undertakers, utility providers, Manchester City Council representatives, adjacent landowners, maintenance contractors, or other Client-appointed organisations.

Galliford Try is appointed as the Principal Contractor and will retain control of the site, all third parties undertaking works within the site boundary shall comply with the project site rules, induction requirements, permit systems, and health and safety arrangements. Their activities shall be co-ordinated and monitored by the site management team to ensure that their works do not adversely affect the safety of others or the delivery of the project.

Where a third party or Client-appointed contractor requires exclusive control of a specific area, the transfer of that area shall be managed through the Transfer of Control of Premises (TOCOP) procedure in accordance with FM-HSE-C01-06. Any transfer shall clearly define the boundaries of the area, responsibilities of the parties involved, period of control, and arrangements for the safe coordination of activities.

Where required, a formal agreement or Memorandum of Understanding shall be established between Galliford Try and the third party to define responsibilities, interfaces, communication arrangements, emergency procedures, and access requirements.

All third-party activities shall be communicated to the project team through the planning process, coordination meetings, and daily briefings where appropriate. Risk assessments, method statements, permits, and relevant competency information shall be reviewed prior to work commencing.

The Project Manager shall maintain oversight of all third-party interfaces to ensure that construction activities remain coordinated and that risks arising from overlapping or adjacent works are identified and effectively managed.

SECTION 2 - Management of the Work

2.1 Management Structure and Responsibilities

The key appointments are:

POSITION	NAME	CONTACT DETAILS
Project Director	Tim Bowers	07483 307 504
Project Manager	Adam Liu	07801 552 227
Design Manager	Sam Higgins	07903 993 463

The general health and safety responsibilities are as laid out in the Company's Health and Safety Policy Document, and all persons shall be made aware of their project-specific health and safety responsibilities. The project specific roles and responsibilities are detailed on FM-HSE-C01-03 and are communicated through inductions, briefings, and management meetings.

All site management personnel appointed to this project shall hold the appropriate qualifications, training, knowledge, skills, and experience required for their roles. Site management personnel shall hold relevant CSCS cards and, where applicable, SMSTS certification. Records of training and competency shall be maintained within the project filing system and made available upon request.

An organisation chart identifying the project management team and key design team members shall be maintained within ViewPoint and displayed within the project office. The organisation chart identifies those persons responsible for the management, supervision, coordination, and delivery of the Works. These persons have been appointed following assessment of their competence, experience, and suitability for the activities being undertaken on the project.

Galliford Try has been appointed as Principal Contractor and is responsible for the planning, management, monitoring, and coordination of the construction phase of the Works in accordance with the Construction (Design and Management) Regulations 2015.

Planit have been appointed as Lead Landscape Designer and are responsible for the co-ordination and delivery of the landscape and public realm design for the project.

Civic Engineers have been appointed to provide the civil and structural engineering design services for the project, including the design and coordination of all associated infrastructure and structural elements. Hoare Lea have been appointed as Lighting Designer and are responsible for the design and coordination of the project's lighting installations.

The Principal Designer for the project is Galliford Try and shall be responsible for planning, managing, monitoring, and coordinating health and safety matters during the pre-construction phase in accordance with CDM 2015.

2.2 Selection of Contractors / Designers

All contractors appointed to work on this project shall be subject to Galliford Try's supply chain approval process to ensure that those selected have the appropriate competency, experience, resources, and capability to undertake the works safely and effectively.

Project-specific information, including relevant pre-construction information, design risk information, Galliford Try HS&E requirements, and project constraints, shall be provided to all contractors and designers. Suitable and sufficient Risk Assessments and Method Statements (RAMS) shall be submitted, reviewed, and accepted by the project management team prior to commencement of any works.

Pre-start meetings shall be held with all contractors prior to commencing work on site. These meetings shall review health, safety, environmental, quality, programme, logistics, and coordination requirements specific to the project.

A register of contractors, designers, and specialist suppliers engaged on the project shall be maintained within ViewPoint and reviewed throughout the duration of the Works.

Contractors shall provide competent supervision, trained operatives, and appropriate first aid arrangements relevant to the activities being undertaken.

Whilst working on this project, designers and contractors shall be required to cooperate with the project team and provide information relevant to the planning, management and coordination of the Works. Their performance will be monitored throughout the project to ensure that the required standards of health, safety, environmental management and quality are maintained.

All contractors and designers shall be expected to contribute to Galliford Try's behavioural safety culture and shall be encouraged to actively identify hazards, raise concerns, report near misses, and support the continuous improvement of health, safety, environmental, and quality performance throughout the project

2.3 Health and Safety Aims for this Project

The project shall be managed in accordance with the requirements laid out in the CDM Regulations 2015, supporting our vision, "*to ensure everyone returns home in the same condition they arrived*".

- To have zero reportable accidents or reportable dangerous occurrences.
- To ensure no members of the public, adjacent businesses, or other stakeholders are adversely affected by our undertakings.
- To have zero enforcement action by regulatory authorities.
- To maintain effective segregation between construction activities and members of the public throughout the duration of the Works.
- To ensure all personnel are suitably inducted, trained, and briefed prior to undertaking work.
- To promote a positive reporting culture through the pro-active reporting of near misses, unsafe conditions, and lessons learned.

- To achieve full compliance with approved risk Assessments, method statements, permit systems, and Temporary Works procedures.
- To minimise environmental impacts including noise, dust, vibration, and waste generation within the city centre environment.
- To foster a collaborative approach to health, safety, environmental, and wellbeing performance across the project team and supply chain.

2.4 Site Rules

All personnel working on the project shall comply with statutory requirements, Galliford Try policies, and the project-specific rules communicated during induction, briefings, and site communications. Particular attention shall be given to the use of personal protective equipment, site access arrangements, drugs and alcohol requirements, reporting of incidents and near misses, and behavioural safety expectations.

Site-specific rules shall be displayed within welfare facilities, site offices, and on project notice boards. These rules shall be reviewed and updated as the project develops and shall be communicated to all personnel through inductions and daily briefings. The site rules applicable to this project are contained within **Appendix 4** of this Construction Management Plan.

Due to the city centre location and significant public interface associated with Piccadilly Gardens, all personnel shall ensure that works are undertaken in a manner that protects members of the public, adjacent businesses, visitors, and other stakeholders. Any unsafe conditions, defects in segregation, or incidents affecting public safety shall be reported immediately to site management.

2.5 Arrangements to Ensure Co-operation Between Project Team Members

2.5.1 Exchanging Design Information between the Client, Principal Designer and Designers

ViewPoint shall be utilised as the Common Data Environment (CDE) for the management, review, and exchange of project information between the Client, Principal Designer, Principal Contractor, designers, and specialist contractors.

The exchange of information shall be co-ordinated through:

- Design Team Meetings.
- Design Risk Review Meetings.
- Project Progress Meetings.
- Technical Workshops.
- Construction Planning Meetings.

Meeting minutes, design information, technical submissions, drawings, and design risk information shall be stored within ViewPoint to provide an auditable record of project communications.

2.5.2 Handling Design Changes

Design changes will be managed through the project's design management and change control processes.

Where changes to the design, methodology, programme, or scope are proposed, the impact on health, safety, quality, programme, and cost shall be reviewed by the project team. Residual risks arising from design changes shall be communicated through the design risk management process and updated within the project risk register where necessary.

The Design Manager shall coordinate the review and communication of design changes with the Client, Principal Designer, designers, and construction team to ensure that all relevant information is incorporated into the planning and delivery of the Works.

2.5.3 The Exchange of Health and Safety Information Between Contractors

Health and safety information shall be communicated through:

- Contractor pre-start meetings.
- Daily briefings and task briefings.
- Weekly coordination and progress meetings.
- RAMS reviews and briefings.
- Toolbox talks.
- Safety alerts and lessons learned.
- Site inspections and audits.
- Health and Safety Committee meetings, where applicable.

The first agenda item at all progress and coordination meetings shall be health, safety, environmental, and wellbeing matters.

Regular communication between Galliford Try, Planit, IF_DO, Civic Engineers, Hoare Lea, sub-contractors, and other stakeholders shall be maintained throughout the project to ensure that risks are identified, communicated, and effectively managed.

2.6 Change Management

Where a change is identified, the Works shall be re-evaluated by the Project Management Team and relevant stakeholders to ensure that the impact of the change is fully understood and any associated health, safety, environmental, quality, programme, and commercial implications are appropriately managed.

The following changes may impact the project and require review:

- Design Changes
- Contractual Changes

- Scope Changes
- Regulatory Changes
- Programme Changes
- Cost Changes
- Unforeseen Changes (e.g. weather, utilities, ground conditions, construction methodology, unexpected findings, incidents, stakeholder requirements, or operational constraints)

Where changes are proposed, the Project Manager shall ensure that the relevant information is communicated to the project team, designers, contractors, and other affected parties as appropriate.

The Design Manager, Project Manager, and HS&E Advisor shall review proposed changes to identify any new hazards, changes to existing risks, or additional control measures required. Where necessary, the Hazard Identification process, risk assessments, design risk register, temporary works documentation, and relevant RAMS shall be reviewed and updated.

No revised activity shall commence until the change has been assessed, approved by the appropriate personnel, communicated to those affected, and incorporated into the relevant project documentation.

Any amendments arising from design changes, construction sequencing, logistics arrangements, temporary works, utility requirements, or stakeholder interfaces shall be recorded within the project management systems and communicated through site briefings, coordination meetings, and toolbox talks as appropriate.

2.7 Arrangements for Worker Engagement

This project shall maintain health and safety notice boards within the site office, welfare facilities, and other appropriate locations. These shall be kept up to date with relevant health, safety, environmental, wellbeing, emergency, and project information. The project-specific methods of communication are recorded on FM-HSE-C03-05 and shall be communicated during induction and onboarding.

At this project, the following arrangements shall be implemented to ensure workers are informed, consulted, and actively engaged in health, safety, environmental, and wellbeing matters:

- Site inductions.
- Daily briefings and start-of-shift briefings.
- Task-specific RAMS briefings.
- Toolbox talks.
- Safety stand-downs and workforce briefings where required.

- Near miss and observation reporting.
- Safety conversations and behavioural safety initiatives.
- Weekly coordination meetings.
- Workforce feedback and consultation.
- Communication of lessons learned, safety alerts, and improvement opportunities.

All personnel shall be encouraged to raise concerns, identify hazards, challenge unsafe acts and behaviours, and suggest improvements without fear of reprisal. The project team shall actively promote a positive reporting culture and ensure feedback is provided where concerns or suggestions are raised.

Worker engagement activities shall form part of the Galliford Try "Challenging Beliefs, Affecting Behaviour" programme, with all personnel encouraged to contribute towards the continuous improvement of health, safety, environmental, and wellbeing performance throughout the project.

2.8 Site Induction / Onboarding

There shall be different levels of induction depending on the nature of the individual's involvement with the project. All operatives working on the project shall receive a full site induction, whilst visitors and delivery drivers shall receive an appropriate site-specific briefing and shall be accompanied where necessary.

Every person shall be inducted prior to commencing work on site and a record of the induction shall be retained within M-Site. The induction shall communicate the project scope, significant hazards and risks, emergency arrangements, welfare provisions, site rules, environmental requirements, and expectations relating to health, safety, wellbeing, and behaviour.

A project-specific induction has been developed for the Manchester Piccadilly Gardens project and shall be reviewed periodically throughout the duration of the Works to ensure it remains current and reflects any changes to site arrangements, risks, or construction activities.

The project is committed to maintaining a competent workforce. During the onboarding process, evidence of competence, qualifications, training, and relevant certification shall be reviewed and recorded. Records shall be maintained securely within the project management systems.

Checks shall be undertaken during onboarding to ensure personnel are provided with and use the appropriate personal protective equipment (PPE) for the activities they will undertake. Where respiratory protective equipment (RPE) is required, evidence of face fit testing shall be verified.

Medical certification or health surveillance requirements shall be reviewed where relevant to the activities being undertaken on site, including those associated with safety-critical roles, exposure to vibration, noise, hazardous substances, or other identified occupational health risks.

General medical information, emergency contact details, and next of kin information shall be requested during onboarding and maintained in accordance with data protection requirements. Where the use of prescription medication is declared and may affect safety-critical activities, appropriate advice shall be sought through the Company's occupational health arrangements.

Where non-English-speaking personnel are employed on the project, suitable arrangements shall be implemented to ensure the effective communication of inductions, site rules, RAMS briefings, and emergency procedures. This may include translated documentation, visual aids, or supervision by personnel capable of communicating in the relevant language.

Contingent workers and temporary personnel shall receive suitable induction and training relating to the Galliford Try Business Management System and project arrangements relevant to their role prior to commencing work.

2.9 Welfare Arrangements

Suitable and sufficient welfare facilities will be provided from day one of the works commencing in connection with this project. The welfare facilities provided will be readily accessible and address the project specific requirements due to the environment being worked in and location.

The project specific welfare facilities provided for this project are:

- Maximum No. of persons on site: TBC
- No. and type of toilets: TBC
- No. and location of satellite toilets: TBC
- Maximum travel distance: TBC
- No. of Sani-units: TBC
- No. of Mess Rooms: TBC
- No. of Drying Rooms: TBC
- No. of Shower Rooms: TBC
- Type of Water Supply: Mains Water Supply
- Equipment for heating food: Microwave Facilities
- Equipment for drinks: Kettle and Water Dispenser
- Housekeeping Arrangements: Daily cleaning and inspection regime

Others: Welfare arrangements will be reviewed and amended as the Works progress and site requirements develop.

Welfare facilities will be maintained in a clean and hygienic condition and inspected regularly by the site management team to ensure they remain suitable, sufficient and compliant with CDM 2015 requirements.

Welfare arrangements shall be communicated to all personnel during site induction and onboarding and reviewed periodically throughout the duration of the project to ensure they remain appropriate to the workforce and activities being undertaken.

2.10 Emergency Procedures

The Project Manager, who is the nominated responsible person in an emergency, is Adam Liu. In an emergency situation they are also initially identified as the Incident Commander.

Other key emergency contact information is included on the Emergency Notice (FM-HSE-H04-02), displayed within the site office, welfare facilities and site notice boards.

The Project Manager will identify potential emergency situations and prepare for, provide, and maintain suitable controls and capabilities for managing the project's overall ability to continue to operate during those emergency situations.

Based on the planning undertaken by the Project Manager using the Hazard Identification process (FM-HSE-H03-01), formal emergency plans shall be produced and maintained within the project filing system and communicated to all relevant personnel.

Emergency scenarios will be tested periodically throughout the duration of the project. Emergency arrangements shall be reviewed following any incident, significant change to site operations, or changes to site layout.

2.10.1 Project Wide Emergency Planning

Potential emergency situations that could arise on this project include:

- Fire.
- Medical emergency.
- Serious accident or incident.
- Utility strike or service disruption.
- Structural instability or collapse.
- Excavation collapse.
- Plant or vehicle incident.
- Public interface incident.
- Severe weather conditions.
- Chemical or fuel spill.
- Security threat or suspicious package.
- Major transport or traffic incident affecting the site.
- Network interruption or outage.

The Project Manager shall determine the appropriate level of emergency planning required based on the significance and likelihood of these scenarios occurring.

2.10.2 Fire Emergency

Members of the project team will be nominated to take responsibility in the event of fire, accident, or other emergency situations and shall be identified on the Emergency Notice (FM-HSE-H04-02).

A Construction Site Fire Safety Plan (FM-HSE-F01-02) specific to this project shall be produced and maintained. The Fire Safety Plan shall identify:

- Fire assembly points.
- Means of raising the alarm.
- Emergency access routes.
- Fire-fighting equipment locations.
- Responsibilities of appointed persons.
- Location of hazardous and flammable materials.

The Fire Safety Plan shall be reviewed periodically and following any significant change to site arrangements.

A schedule for the emergency drills to be carried out is below, the records of the emergency drills be recorded in the project's H04-03:

Drill Required	Dates (s)	Responsibility

2.11 Accident Reporting, Recording and Investigation

Accident reporting, recording and investigation shall be undertaken in accordance with the requirements of the Company's STD-HSE-A01 Accident and Incident Reporting and Investigation Standard. All incidents, including environmental incidents, near misses, unsafe conditions and acts, shall be reported and recorded using the Company's reporting systems.

All incidents shall be reported immediately to the Site Management Team. The Project Lead shall ensure that incidents are appropriately investigated and that corrective actions are implemented and monitored to completion.

The requirement to report accidents, incidents and near misses shall be communicated to all personnel during induction and reinforced through briefings, toolbox talks and workforce engagement activities.

Where an incident is reportable under RIDDOR, the reporting requirements shall be implemented in accordance with legislative requirements and Galliford Try procedures.

Investigations shall be undertaken in proportion to the actual and potential severity of the event. Lessons learned shall be communicated across the project through Learning from Events (LFE), Safety Alerts, Toolbox Talks and other appropriate means.

Near miss reporting shall be actively encouraged throughout the project. Personnel shall be encouraged to identify hazards, unsafe conditions and improvement opportunities to support continual improvement in health, safety and environmental performance.

Incident information and records shall be stored securely within the project management system and treated confidentially in accordance with data protection requirements.

2.12 Traffic Management

The project is located within Manchester City Centre and will be undertaken within a busy public environment with significant pedestrian activity, public transport operations and vehicular movements. Traffic management arrangements shall therefore be implemented to ensure the safe movement of vehicles, plant, operatives and members of the public throughout the duration of the works.

Vehicle and pedestrian routes shall be segregated wherever reasonably practicable. Where complete segregation cannot be achieved, suitable control measures shall be implemented including physical barriers, designated crossing points, trained marshals, signage and traffic management systems.

Deliveries to site shall be planned and coordinated through the site management team. Delivery vehicles shall be subject to booking procedures where required and shall only access designated loading and unloading areas under the control of authorised personnel.

Temporary traffic management arrangements shall be designed, installed, inspected and maintained by competent persons and shall be reviewed regularly to ensure they remain suitable for the stage of the Works being undertaken.

Pedestrian management arrangements shall be maintained at all times to provide safe access around the site boundary and minimise disruption to members of the public, local businesses, visitors and public transport users.

Vehicle movements within the site shall be controlled through the use of designated access routes, one-way systems where appropriate, banksmen, reversing controls and suitable signage.

A project-specific Logistics Plan and Traffic Management Plan shall be developed and maintained throughout the duration of the Works. These documents shall identify site access arrangements, delivery routes, pedestrian management measures, emergency access requirements, loading and unloading areas, plant routes, and arrangements for interfacing with the public highway.

Traffic management arrangements shall be communicated to all personnel during induction, task briefings and site coordination meetings and shall be reviewed whenever site conditions, phasing or construction activities change.

SECTION 3 – Arrangement for Controlling Specific Site Risks

3.1 Arrangements for Controlling Significant Site Risks

All works carried out on this project shall be undertaken in accordance with relevant health and safety legislation, including the Construction (Design and Management) Regulations 2015 and the Management of Health and Safety at Work Regulations 1999. Suitable and sufficient risk assessments shall be undertaken to identify significant risks and implement control measures.

The general control measures and forms utilised for controlling significant risks are those identified within the Galliford Try Business Management System, including project planning processes, risk assessments, method statements, permits to work, inspections, monitoring, and supervision.

The Workplace Risk Assessment (FM-HSE-H03-14) shall include the general site controls required to protect employees, contractors, members of the public, visitors, and other stakeholders. Specific Risk Assessments and Method Statements shall be developed by competent contractors undertaking the works and reviewed by the project team prior to commencement.

Significant and high-risk activities identified for this project include:

- Extensive public interface within a busy city centre environment.
- Excavations and breaking ground activities.
- Working in the vicinity of existing underground services.
- Utility diversions, connections and protection works.
- Lifting operations associated with the installation of structural elements, plant, materials and equipment.
- Temporary works associated with excavations, structures and construction activities.
- Vehicle movements, site logistics and deliveries within a constrained urban environment.
- Working adjacent to live highways, pedestrian routes and public transport infrastructure.
- Use of construction plant and equipment within public areas.
- Noise, dust and vibration generating activities.
- Installation of street lighting and associated electrical infrastructure.
- Soft landscaping, tree planting and associated horticultural works.
- Work at height associated with below ground activities.
- Manual handling and movement of materials within restricted working areas.

In addition to Risk Assessments and Method Statements, permits to work shall be utilised where required for higher-risk activities including:

- Excavations and breaking ground activities.
- Hot works.
- Temporary works loading and striking activities.
- Lifting operations.
- Electrical works.
- Confined space entry.

The principal control measures to be implemented throughout the project include:

- Physical segregation between construction activities and members of the public.
- Utility detection, verification and permit controls prior to excavation.
- Competent supervision and workforce management.
- Traffic Management and logistics planning.
- Inspection and maintenance of temporary works.
- Task-specific briefings and RAMS reviews.
- Environmental controls to manage dust, noise and vibration.
- Ongoing monitoring, auditing and review of site activities.

The Workplace Risk Assessment (FM-HSE-H03-14), specific risk assessments, method statements, permits and supporting documentation shall be maintained within ViewPoint and reviewed during the project to ensure they remain suitable and sufficient for the activities being undertaken.

3.2 Arrangements for Controlling Adjacent Site Risks

Due to the city centre nature of the project, there are a number of adjacent site risks that will need to be controlled and managed by the site management team during the construction phase.

This includes other significant construction projects in close proximity to the site being delivered at the same time, and live tram infrastructure operating around the perimeter of the site.

Other significant construction projects known at this stage include the One Piccadilly Gardens refurbishment works, and the Rylands Building redevelopment works. Engagement is underway with the respective project teams and this liaison will continue during the pre-construction phase.

Engagement with TfGM is also underway, and liaison will continue during the pre-construction phase to ensure proposals are in line with TfGM's Working safely near Metrolink guidance.

SECTION 4 - Arrangements for Compiling the Health and Safety File

The Health and Safety File for this project shall be compiled in accordance with the Construction (Design and Management) Regulations 2015 and in consultation with the Principal Designer.

Galliford Try shall ensure that relevant health and safety information generated during the construction phase is collected, reviewed, and issued to the Principal Designer throughout the duration of the Works. Information shall be provided in a timely manner to facilitate the progressive development of the Health and Safety File and to avoid the accumulation of information at project completion.

The Health and Safety File shall include, where applicable:

- As-built drawings.
- Record drawings and surveys.
- Residual design risks.
- Operation and maintenance information.
- Manufacturers' information and technical data.
- Equipment and plant information.
- Testing and commissioning records.
- Utilities information.
- Certificates and statutory records.
- Information relating to future maintenance, cleaning, alteration, and demolition activities.

Information shall be gathered from Galliford Try, designers, specialist contractors, suppliers, and other relevant parties throughout the project lifecycle.

The Design Manager shall coordinate the collection of health and safety file information and shall liaise with the Principal Designer to ensure that the information is provided in the agreed format and at the agreed intervals.

All Health and Safety File information shall be stored electronically within ViewPoint and maintained under document control throughout the duration of the project.

Prior to completion of the Works, the Health and Safety File shall be reviewed for completeness and accuracy before being formally issued to the Principal Designer and subsequently provided to the Client in accordance with CDM 2015 requirements.

APPENDICES

1. HS&E STANDARDS APPLICABLE TO THIS PROJECT
2. DESIGNERS & CONSULTANTS
3. CONTRACTORS
4. SITE SPECIFIC RULES
5. RECORD OF REVIEW

APPENDIX 1 – HS&E STANDARDS APPLICABLE TO THIS PROJECT

The bold areas below to be reviewed during H03-01 preparation for identification of significant / high risks requiring technical and HS&E input and RAMS Review

BMS.GALLIFORDTRY.CO.UK - Contents of the '/BMS Documents/Galliford Try/BMS - C&I BMS - Documents/HSE/' folder

HS&E STANDARD	Ref	Tick if Apply	HS&E STANDARD	Ref	Tick if Apply
Accident & Incident Investigation	A01	X	**Nuisance Management**	N02	X
Asbestos Management	A02	X	Occupational Health	O01	X
Construction Design & Management	C01	X	**Plant Tools & Equipment**	P01	X
Confined Space Management	C02	X	**Personal Protective Equipment**	P02	X
Communication and Consultation	C03	X	**Project Environmental Management**	P04	X
Cultural Heritage Management	C04	X	**Resource Management**	R02	X
Demolition Management	D01	X	Site Logistics, Welfare, Housekeeping & Security	S01	X
Drugs and Alcohol	D03	X	**Temporary Works**	T01	X
Electrical (M&E) Management	E01	X	Training. Awareness & Competency	T03	X
Excavations & Service Avoidance Including Overheads	E02	X	**Vibration Management**	V01	X
Ecological Management	E03	X	**Waste Management**	W01	X
Fire and Explosion Management	F01	X	**Work at Height**	W03	X
Hazardous Materials COSHH & DSEAR	H02	X	**Working Over / In or Adjacent to Water**	W04	X
Hazard and Risk Management (Lone Working / Manual Handling / Young Persons / Fatigue)	H03	X	**Water Management**	W05	X
HS&E Emergency Preparedness & Response	H04	X			
Highways Live Works	H05	X			
Lifting Operations Management	L02	X			
Land Use Management	L03	X			
Monitoring Performance	M02	X			
Noise Management	N01	X			

APPENDIX 2 – DESIGNERS AND CONSULTANTS

Company	Works	Contact	Email
Planit	Lead Designer and Landscape Architect	Lindsay Humblet	lindsay.humblet@planit-ie.com
Civic	Civil, Structural, and MEP Engineers	Paul Morris	paul.morris@team-civic.com
Hoare Lea	Lighting Consultant	David Linville-Boud	davidlinville-boud@hoarelea.com
Enabl	Planning Consultant	Matt Dixon	matt.dixon@enabl.uk
Arup	Accessibility Consultant	Dean Cavanagh	dean.cavanagh@arup.com
Arup	Hostile Vehicle Mitigation Consultant	Ryan Judge	ryan.judge@arup.com
Catherine Dewar	Heritage Consultant	Catherine Dewar	cd@catherinedewar.com
Irrigation Control	Irrigation Consultant	Phil Breakey	phil@irrigationcontrol.co.uk
STRI	Lawn Consultant	Joe Woodcock	joe.woodcock@strigroup.com

APPENDIX 3 – CONTRACTORS

CONTRACTOR	WORKS	START DATE	PRE-START MEETING	RAMS CHECKED
TBC	General civils works	TBC	TBC	TBC
TBC	Hard landscaping	TBC	TBC	TBC
TBC	Soft landscaping	TBC	TBC	TBC
TBC	Lighting and signage	TBC	TBC	TBC
TBC	Traffic Management	TBC	TBC	TBC

APPENDIX 4 – SITE SPECIFIC RULES FOR THIS PROJECT

- Adhere to the site signing in and signing out procedure at all times.
- Attend a site induction prior to commencing work.
- Comply with all instructions issued by the site management.
- Wear the mandatory PPE specified during induction and as required by task-specific RAMS.
- Follow all control measures identified within Risk Assessments, Method Statements and Permit to Work systems.
- Do not undertake any work for which you have not been trained, authorised or deemed competent.
- Report all accidents, incidents, near misses and unsafe conditions immediately to site management.
- Maintain good housekeeping standards and keep work areas clean, tidy and free from obstruction.
- Dispose of waste materials in the designated skips and storage areas.
- Smoking, including the use of e-cigarettes, is only permitted in designated smoking areas.
- Alcohol and illegal drugs are prohibited on site. Galliford Try reserves the right to undertake drugs and alcohol testing in accordance with company procedures.
- Mobile phones shall only be used in designated safe areas and must not be used whilst operating plant, machinery or vehicles.
- Do not enter restricted areas unless authorised to do so.
- Plant and equipment shall only be operated by trained, competent and authorised personnel.
- Pedestrian routes and designated access ways shall be used at all times.
- Do not interfere with, alter or remove barriers, fencing, signage, edge protection or safety equipment without authorisation.
- All deliveries shall report to the designated site access point and comply with site logistics requirements.
- Any excavation, breaking ground activity, lifting operation, hot works or other permit-controlled activity shall not commence without the appropriate permit being issued.
- Particular care shall be taken when working adjacent to members of the public due to the city centre location of the project.
- Public access routes, footways and emergency access routes shall be kept clear at all times.
- Noise, dust and vibration controls identified within RAMS shall be followed to minimise impacts on the public and surrounding businesses.
- Treat all underground services as live unless proven otherwise.
- Report any damaged utility service, unknown service, suspicious package or security concern immediately to site management.
- Respect neighbouring businesses, residents and members of the public at all times.
- Participate in toolbox talks, task briefings and safety initiatives as required.
- Challenge unsafe acts and behaviours and support Galliford Try's "Challenging Beliefs, Affecting Behaviour" culture.
- If in doubt, stop work and seek guidance from the site management.

APPENDIX 5 – RECORD OF REVIEW

Date	Information	Ref. No.	Comments