

Construction Management Plan
to accompany a Part 8 Planning Application for
Tourist Facilities at Eyre Square, Galway



Fig.1 Study Model

Prepared by
GKMP Architects
19a Baggot Street Upper
Dublin 4

On behalf of
Galway City Council and Fáilte Ireland

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Project Team**Applicant**

Galway City Council

Architect and Grade 2 Conservation Architect

GKMP Architects

Civil + Structural Engineer

Downes Associates Consulting Engineers

Services Engineer

Ronan Meally Consulting Engineers

Quantity Surveyor

Cuddy QS

Environmental Consultant

Enviroplan

Arborist

Beith Tree Consultancy

Location of the Project

The current structures are located at the northwest corner of Eyre Square, at the edge of the curved pedestrian route through the square. It is proposed to demolish the existing kiosk and public toilet block and replace them with a new building that contains the new tourist information centre and the public toilets. The building is designed to work between the existing trees to minimise the impact on the park. It is proposed to accommodate the Changing Places facility on the east side of the square as an extension to the existing ESB substation.



Fig. 2: Location Plan showing the site location in relation to the wider context

Nature of the Project:

The project involves the following:

- Demolition of the existing public toilet block and tourist kiosk;
- Construction of new building accommodating tourist office and public toilets;
- Construction of new Changing Places unit adjoining existing ESB Substation.

Relevant Adjoining Land Use:

The neighbouring buildings comprise a mix of residential, commercial and retail uses.

Project Delivery:

The approach to the construction works at Eyre Square has to be tailored around the proposed design, external works and locality. The site team will need to have extensive experience at constructing within close proximity of urban environments. The written proposals and logistics plan will need to demonstrate how the contractor plans to manage the project effectively and in a safe manner.

Mobilisation Period:

During the mobilisation period the contractor's team will be responsible for the early planning, health, safety and environment plans and the procurement to enable works to commence on site.

Site Establishment and Logistics:

At the outset the site team will need to establish the site set up in line with the phasing/logistics of the project. The site boundary will remain consistent by installing fencing panels to secure the project site and provide a visible barrier to deter unauthorised access to the project site. The site entrance will be formed and provide the location for main site access to complete the works, main site office accommodation until project completion.

Construction and Site Preparation Works:

A comprehensive site services survey has been carried out by a specialist contractor. All services across proposed access points and key junctions are identified accurately for future reference. All materials on the site will be stored in a designated area to be either used on site or removed as not fit for purpose. The site access will be identified in the Tender Documents and this will be the only vehicular access for the duration of the works. During this period the boundary fencing will be installed using solid hoarding with proprietary gates where necessary. This will ensure that the construction area is fully segregated and inaccessible to unauthorised persons. The site access will be the vehicular access for the duration of the works for all site deliveries and pedestrian access will also be provided from the main street. Routes for emergency vehicles will be kept clear at all times. A specific holding area adjacent to the existing site entrance will be created for deliveries loading and unloading. In the event of a vehicle needing to reverse they will do so with the aid of a qualified banksman.

Temporary Works:

Temporary works/risk register will be completed for all temporary works on site. The list is non-exhaustive and involves particular risk to the health and safety of site workers therefore all method statement and risk assessments will be conveyed to all site workers involved in the works by the means of tool-box talks by the site foreman or safety advisor. Co-ordination of the Design of Temporary Works Systems will be put in place by the project team to ensure that all temporary works are designed according to the 2013 Construction regulations and that coordination and cooperation between designers is recorded. As Project Supervisor Construction Stage the Main Contractor will have systems in place to give adequate notice of planned temporary works so that the coordination and

exchange of information can take place per the relevant sections of the Regulations. Any party employing designers in any capacity including temporary works design will be required to have satisfied themselves of the competency of the designers and may be required to give assurances to this effect.

Internal Fit-out and Services:

On completion of the main structure and when it is safe to do so, any non-loadbearing internal partitions will be constructed. Window installation will also commence at this point. Mechanical and electrical first fix services at both high and low levels can then be installed, particularly any natural or mechanical vent units. As the mechanical and electrical services and joinery approach second fix, sanitaryware, painting and decoration, toilet cubicles, ceramic wall tiling and floor finishes works can commence. Specialist activities including fixtures, fittings and equipment and kitchen fit out will be programmed and installed to suit. Snagging of the building will be carried out as works progress and not left to the end and the Design Team inspection report issues /snag items will be closed out in a timely manner and remedial works accurately recorded.

External Works:

Incoming services installations will be carried out by specialist subcontractors and their methods of construction and risks will be evaluated once the utility companies have stipulated what is required. External drainage and attenuation will be installed as soon as possible to enable the site to drain. All drainage is to be checked by building control prior to backfilling. CCTV survey of drains will be carried out on completion. Once the building is ready for handover the site fencing is to be removed. At all times the site is to be secure and safe.

Commissioning:

A commissioning programme will be compiled to manage the overall commissioning activities with dates constantly reviewed to ensure successful completion and handover of the building services. Ensuring the building commissioning is thorough and the results interpreted accurately is a vital part of achieving zero defects at handover. Therefore, to ensure the technical commissioning of the project is of the highest quality the contract manager and site team will oversee this phase of the project. Once the safety files and operational and maintenance manuals are completed the respective equipment will be demonstrated to appropriate individuals and the client to sign off and agree the installation is complete and works are to the required standard.

Delivery Management:

The Site Management Team will liaise closely with the client, architect and local residents to ensure restrictions are adhered to and deliveries are well managed. Materials will be ordered on a 'just in time' basis wherever possible to minimise the amount of materials to be stored on site. Delivered and offloaded materials will be distributed around the site by crane and telescopic forklift onto loading

towers positioned around the building envelope. Secure containers will be available on site to secure small plant and materials. Material storage areas will be identified and included in the Site Management Plan.

Working Hours:

The site and building works shall only be carried out between the hours of:

Mondays to Fridays - 7.00am to 6.00pm

Saturday - 8.00 a.m. to 2.00pm

Sundays and Public Holidays - No activity on site.

Contract Duration:

The Construction Phase is expected to be in the range of 6-12 months.

Health & Welfare Facilities:

Good quality health and welfare facilities will be established on site throughout the construction phases. The welfare facilities will be comprised of toilets, canteen and drying room. All the facilities will be shown on a welfare plan which will be displayed in the site canteen and site offices. A copy of this will also be kept in the Health and Safety file. All welfare facilities will be maintained daily in good order. The First Aid box and accident book will be maintained in the site office.

Health & Safety:

The construction works are being carried out in a very busy and active urban area and this will present a degree of Health and Safety risks to operatives and to others that may be affected by our actions. These risks will need to be assessed and mitigated as the work progresses. Precaution will be taken to ensure that deliveries to the site will be kept to a minimum during the day. The Main Contractor must previous experience carrying out construction works within the confines of occupied premises. We have had no issues while carrying out the construction works and we are confident that all our contractors will cooperate with our site rules and the construction regulations. The risks and safety measures below will form the basis as to how we will deal with the issues and concerns of the Client, Design Team, Visitors, Neighbours and members of the public.

The risks are as follows:

- Site Hoarding
- Fire
- Falling Debris from Scaffolding
- Use of Crane (if necessary)
- Construction Traffic
- Management of Noise and Dust

Fire:

In the event of fire, the site manager will raise the alarm and ensure that all site personnel are to assemble at the designated assembly point. He will also contact the client and neighbours to ensure that the emergency evacuation plan is put into operation.

Falling Debris from Scaffolding:

The scaffolding on the site will need to be inspected, altered and maintained by the scaffolding contractor, who will issue a completion certificate to ensure that it is safe for use. He will also need to carry out a weekly inspection and complete the statutory form of inspection. All access points on the scaffold will have an inspection tag which will be completed upon each inspection as per the Health & Safety Authority Scaffolding Code of Practice. All site scaffolding will be fitted with toe boards and safety netting to prevent any building materials from escaping outside the confines of the building site. The scaffolding will be secured to the building to prevent collapse of the scaffold structure.

Construction Traffic:

The entrance to the construction site will be at an agreed location and deliveries/construction traffic will only be permitted access to the site from this entrance. The Main Contractor will ensure that vehicular and pedestrian traffic will have safe access at all times during the construction works. Advance site safety warning signs will be placed on all approach roads to inform all road users of the location of the site entrance. Banksman will be available on the entrance road for all deliveries and vehicular traffic movement in this area. The Contracts Manager will liaise with the client and confirm arrangements for same. The Contracts Manager will ensure traffic is managed safely during these times, and banksmen are present and available when there is any movement of vehicles from the project site.

Management of Noise and Dust:

As with all building sites there will be noise from the construction works being carried out. The Main Contractor will ensure that all site generators are fitted with mufflers and all cutting equipment will be fitted with dust suppression equipment when cutting concrete to minimise the noise and dust, all contractors/employees will need to be made aware of this at their site induction. Noise on the site will be monitored daily at various locations in and around the site i.e. inside the building and at distances of 10 & 20 meters outside in compliance and guidance with BS 5228 "Noise Control on Construction & Open Sites" Part 1. Stone will be placed on the site to minimise the dust from site traffic. On dry days the area from the entrance to the site will need to be hosed down and the roads around the site will be maintained and free from any materials which may have been released from vehicles exiting the site. The Main Contractor shall ensure that all traffic leaving the site shall have all loads properly secured and that ensure that there are no obvious items of materials caught between twin wheel arrangements which might be discharged from the vehicle in motion, as far as is reasonably practicable.

Fire Planning:

The site-specific fire plan needs to be agreed prior to positioning the site offices and welfare facilities. The plan will be up dated at regular intervals to reflect the stages of construction of the project. Fire points will be positioned in and around the site offices, welfare facilities and on the construction site. The positions will be clearly identified in the Fire Plan and location maps around the site. Fire extinguishers will be clearly marked and checked once a week as laid down in our company safety procedures. A fire drill will be carried out regularly.

Underground Services:

All necessary steps will be taken to accurately locate and identify existing underground services prior to any excavation taking place. These steps will include:

- Underground site survey (completed).
- Referral to all relevant statutory authority drawings.
- Issue of a Permit to Dig by the site manager.
- Where necessary a non-intrusive radar survey will be completed

Traffic Movement:

Wherever practical the layout of the site will include separate routes for vehicular traffic and pedestrians with priority given to safe access and egress to to the public, businesses and residents around Eyre Square. This principle will include for the elimination of reversing vehicles wherever possible. The traffic plan is to be made available to all suppliers and contractors working on site. The site compound will be set up and with two-meter-high fencing. Adequate signage will be displayed directing traffic to/from site and traffic movements into/out of site will be controlled by a trained banksman/ signaller. Audible warning devices will be fitted to vehicles that need to reverse, and they will be supervised by a banksman.

Access to / from site:

Access/egress to the site will be directly off the entrance road and all vehicles will enter and exit the site under the supervision of a traffic marshal located at the site entrance. There will be adequate signage to ensure that minimum disruption is caused to the usual traffic flow by site traffic. Site vehicles will not be allowed to park outside the site compound, unless in emergency situations. Routes for emergency vehicles and delivery trucks servicing the adjoining properties will be kept clear at all times.

Manual Handling:

Designers have a duty under regulations to design out high-risk activities wherever possible, which should include the 'weight' implications of materials specified. Notwithstanding the item above, all heavy materials will be mechanically off-loaded and whenever possible transported around site by mechanical means, i.e. self-erect crane, fork lift trucks, pallet trucks, wheelbarrows, etc. Where risks are identified then contractors will carry out written manual handling assessments, which will be prepared in

accordance with Manual Handling Regulations. The assessments must be attached to the method statements. The manual handling of slabs is not permitted and mechanical means will be used wherever practical. If mechanical means are not practical, then a detailed risk assessment will be carried out.

Permits to Work:

Where necessary, the following permits will be issued by the Main Contractor Project Management Team:

- Permit to Work
- Permit to Enter (Confined Spaces) Hot Works
- Permit to Dig
- Permit to Use Electrical Equipment Greater Than 110v Permit to Load

Reach:

Any necessary REACH Assessments will be made by the relevant contractors and attached to their method statements. The Project Manager has overall responsibility to ensure that REACH assessments are completed and to ensure that all relevant parties on site are aware of any operation that may affect other persons.

Personal Protective Equipment:

Any necessary Personal Protective Equipment (PPE) will be supplied by the relevant employer and must be worn as, when and where necessary. As a minimum, helmets, safety footwear, hi- viz clothing and appropriate safety gloves must be worn by all persons on site including visitors who must report to the site office on arrival.

Method Statements & Risk Assessments:

All necessary Method Statements and Risk Assessments will be prepared and kept in separate method statement files held on site. The requirement for a Method Statement will be highlighted to the sub-contractor by the Project Manager, at the pre-order meeting and the requirement thereof forms part of the contract documents. All such Method Statements/Risk Assessments must be available on site prior to that operation commencing. These will comply with the requirement of the Health and Safety Policy to ensure that they are sufficient in detail and, if acceptable, will be signed on site by all operatives who will agree to comply with the Method Statement/Risk Assessment at all times. If at any stage of the work the Statement requires revision, then work will not be permitted to continue until the revision is in writing and again all concerned have signed it.

Environment:

Environmental Management Plan

The Main Contractor's Environmental Management Plan details the environmental management system that is to be used on all their projects and to control their environmental impact, to achieve

continual environmental improvement and to ensure compliance with relevant environmental legislation, standards and codes of practice. The system is designed to be compliant with all the clauses of the International Environmental Management System Standard ISO 14001:2015. The Environmental Management System (EMS) also aims to provide a framework so that there is linkage and connection between the legal requirements on the business and the Environmental Policy, the scope of our operations and also our environmental aspects. The EMS takes the significant aspects of our operations and applies objectives, controls and targets to achieve continual environmental improvement. All EHS documentation will be amended as and when deemed necessary by the EMS Department or when change in legislation occur. The EHS advisor in conjunction with the site management team will produce the site specific Environmental Management Plan, (EMP), the project manager based on site will be responsible for the day to day management of the plan which will be audited by the EHS advisor. Copies of the Environmental Plan are available to all who wish to view a copy is available on request.

Site Waste Management Plan:

Construction projects generate many environmental matters that require control measures. To ensure that these matters are controlled the Environmental Tool box talks as listed below will be considered as 'Activities with Risk to Health and Safety' and will be part of the H&S Managers and Safety Inspectors inspections regime. Toolbox Talks are the responsibility of the Environmental Manager. The site will have a site-specific Site Waste Management Plan (SWMP) on site.

- Spill Controls
- Water Pollution Prevention (Fuel and Oils) Dust and Air Quality
- Noise and Vibration Water Pollution – SILT
- Water Pollution - Cement and Concrete Tree Protection
- Storage of Waste
- Storage and use of Petroleum, Diesel and Oil Pumping and Over-Pumping
- Washing down Plant and Machinery

Dust, Noise & Waste:

A number of building operations are inherently noisy and/or dusty. The Main Contractor will keep dust to a minimum by the use of sprays where applicable and noise by ensuring that all plant used on site has the appropriate silencer and baffles. We will have a segregated cutting zone which will enable us to exercise greater control over the noise and dust pollution created during cutting exercises. We will ensure that all vehicles that leave the site will not soil the surrounding roads. Surplus materials will be placed in segregated skips for removal from site to a registered waste processing centre and will be recycled where possible. The Main Contractor's site specific Environmental Management Plan will identify these items as risks and will identify the necessary control measures. No fires will be permitted on site for the burning of materials.