



Construction Environmental Management Plan

Next

Unit 2 Ruislip Retail Park

Ruislip

Project Details	
Name	Next New Store Fit Out
Address	Ruislip Retail Park, Ruislip

Approval	Prepared By	Approved By
Name	Darren Blackburn	Simon Ward
Position	Health and Safety Director	Director
Date	06/03/25	06/03/35

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1. Introduction

This Construction Environmental Management Plan (CEMP) has been developed to identify the environmental mitigation measures and management controls to minimise the construction impact of the New Store Fit Out.

Quality

Central Shopfitters recognise the importance of developing our business through continued improvements in quality. By consistent and effective implementation of a robust Quality Management System (QMS) we believe that we can add value to the project development process for the benefit of Clients and users of our buildings.

Environment

Central Shopfitters are committed to sound management practices that minimise the potential effects of building activities on the environment. By encouraging the sustainable use of natural resources, minimising environmental pollution, reducing waste and encouraging recycling, we aim to contribute to improving the world in which we work and live.

We believe that a proactive approach for promoting awareness of environmental issues with our employees, together with our development of various environmental initiatives, helps us to grow an even more sustainable business of the future.

Central Shopfitters' Environmental Policy (see **appendix C**) sets out the company's strategy for minimising the environmental impact of our site and office operations. Through promoting the prevention of pollution, energy efficiency and the sustainable use of natural resources in all our construction activities and those of our sub-contractors, we endeavour to achieve a high standard of environmental performance.

Health & safety and Well-being

Central Shopfitters has the highest regard for the well-being of all persons involved in its activities and others who may be affected by them. We are committed to working with our Clients and external stakeholders to manage and control Health & Safety Risks. It is our belief that all accidents and occupational ill health can be prevented by adherence to our policies and procedures. We take a sensible, positive approach to Health & Safety.

Through the company's Health & Safety Policy (see **appendix C**) the importance of discharging our statutory obligations and duties, and our leadership and commitment to effective Health & Safety management is defined. Best practice is accepted as a core aim throughout business operations and integral to maintaining a strong, positive safety culture.

Corporate and Social Responsibility

Central Shopfitters has a strong commitment to ethical practices in its business operations and hopes to strengthen these through a more rigorous assessment of its social responsibility policies. Adherence to this will create multiple benefits, not only improving the company's environmental credentials and enhancing its brand reputation, but also supporting more cost-effective business practice to build a long-term competitive advantage. Engaging staff to improve the company's environmental performance can also improve employee motivation and bring sustainability into mainstream corporate communications. Meanwhile, monitoring environmental performance can present an insight into potential risks and opportunities to the business.

Central Shopfitters have been engaged to tender the new store fit out as part of the tender they have been requested to provide a CEMP.

This CEMP will address the expected environmental requirements of the planning application.

In addition the measures identified in this CEMP, Central Shopfitters intend to ensure the implementation of sound environmental management practices for all issues by the implementation of their Environmental Management System (EMS) in the project.

2. Organisation and Responsibilities

Managing Director

The Managing Director takes overall responsibility for all projects conducted by the construction region responsible for delivering the project and will visit the site on a regular basis.

Contracts Manager

The Contracts Manager (CM) takes Senior Management Responsibility for the overall project. The Contracts Manager will not be permanently on site but will visit the project 1-2 days per week to ensure the requirements of this CMS and Central Shopfitters's IMS are fully implemented and effective. The Contracts Manager will conduct a formal inspection of the Site Operations on a monthly basis to assess the adequacy of Health, Safety and Environmental controls.

The Contracts Manager along with the Site Manager is responsible for liaison with the public and community groups during construction. The Contracts Manager will manage communication with the public and wider community which will include meetings, notices, news-letters and site visits as appropriate. This includes overseeing the resolution of any complaints raised relating to nuisance during the work.

Site Manager

The Site Manager is responsible for the day to day management of the project and will be permanently on site during the works. This includes the selection of competent sub-contractors and the inclusion of control measures in their sub-contracts. The Site Manager, in conjunction with the Site Supervisors, will monitor the works on a daily basis to ensure the specified controls are implemented and effective. In addition, the Site Manager will ensure that the project is inspected on a weekly basis for compliance with Health, Safety and Environmental compliance. The Site Manager will assist the Contracts Manager in liaison with the public and community groups during construction. The Site Manager will assist in communication with the public and wider community which will include meetings, notices, news-letters and site visits as appropriate. This includes assisting with the resolution of any complaints raised relating to nuisance during the works.

Health and Safety Director

The Health and Safety Director takes overall responsibility for the organisational legal compliance of Central Shopfitters. This includes ensuring our EMS recognises current regulatory and other requirements and the specified controls are effective in achieving compliance, preventing pollution and reducing the environmental impact of the organisation. The Health and Safety Director will monitor the compliance of the project via site visits ensuring the project is audited internally at least once.

3. Scope of Work

Fit out of a new Next retail store with associated internal structural work, wall, floor and ceiling finishes and display equipment.

4. Construction Impacts

The following table summarises the current key features on and around the development site which may be impacted by Central Shopfitters' operations. In assessing the significance of the impact potential on these receptors we have taken into consideration reports received to date and publicly available information. The impact severity will be re-assessed further specialist reports and other information is available.

Receptor	Description	Potential Impact Severity							
		Noise	Vibration	Dust	Fumes	Visual	Physical Harm	Flooding	Pollution
General Community	The site is located within an existing retail park on the outskirts of Ruislip. The surrounding area consists of other retail units immediately adjacent the unit and housing in the local streets to the site.	L				L	L		
Residential Areas	The nearest residential area are properties on Field End Road, 75m to the East the site. Due to the distance and nature of the works the impact of construction activities are unlikely to impact residents.	L				L	L		
Commercial	The immediately adjacent units are other retail stores which have various trading hours. Non of the units are of a sensitive nature and therefore the construction activities are unlikely to significantly impact occupiers/customers if conducted considerably.	L	L	L	L	L	L		
Ground Conditions	Ground conditions are expected to be stable and non hazardous and no below ground works are expected to be required.								
Hazardous Substances	No refurbishment asbestos survey record for the unit have been provided to date. The age of the unit does not indicate significant concerns relating to the presence of asbestos.						M		M
Ecology	There is no evidence on the site of bats, GCN's, nesting birds and other protected species on site.								
Watercourse	No local open watercourses are present.								
Surface Water	There are local surface water and foul water drainage systems on and around the site. Any discharge into these will be controlled.								L

Key:	Insignificant	Low	Medium	High
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5. Construction Mitigation

In order to reduce the impact of the construction phase of the development Central Shopfitters propose to implement our Integrated Management System (IMS) for the project. Central Shopfitters' IMS includes standard controls to mitigate the impact of our construction activities during normal construction operations. Site specific issues requiring project specific mitigation have been considered and are summarised in the following table, these mitigation measures will be further de-tailed as the CEMP is developed on the receipt of further information:

Item	Description	Potential Impact Severity							
		Noise	Vibration	Dust	Fumes	Visual	Physical Harm	Flooding	Pollution
Workings Hours / Delivery Hours	Working hours for site will be: Monday to Friday 07:30 – 18:00 Saturday 07:30 – 13:00 No noisy construction activity or starting of plant until 08:00. There will be no works on Sundays or Bank Holiday, Quieter activities which are carried out inside buildings such as electrical works, plumbing and plastering may take place outside of agreed working times so long as they do not result in significant disturbance to neighbours. Where normal construction activities are expected to exceed these working hours then EHO will be informed in writing at least 10 days prior to commencing works.								
Statutory Nuisance - Vibration	To minimise issues caused by vibration during construction, Best Practicable Means will be employed in accordance with BS5228:2014 Part 2 that gives guidance on vibration levels that could be used to assess the likely impacts of construction activities, on the environment and people. Any complaints with regards vibration will be recorded and managed, any additional mitigation will be actioned to reduce the impact for construction activities.								
Waste Management	Central Shopfitters will apply the waste hierarchy to the project to minimise waste production and subsequent landfill burden. No waste removed from site will be permitted to leave without the provision of an adequately completed waste transfer note and copy of valid waste carrier licence for the person removing the waste and environmental permit for the site where the waste is being taken. The burning of waste is banned on all Central Shopfitters construction sites.								
Traffic Management	All deliveries will be booked in with Central Shopfitters' Site Management who will avoid slots at peak hours and prevent the build up of delivery								

	vehicles. Road will be kept clean by the provision of road sweeping where required.								
Spillage Emergency Planning	An emergency plan for spills of fuels, oils or other CoSHH materials will be prepared for the project and briefed to all operatives. All minor spills will be cleared and consigned off site as hazardous waste.								
Statutory Nuisance - Noise	To minimise issues caused by noise during construction, Best Practise Means will be employed in accordance with BS5228:2014 Part 1 during the project.								
Statutory Nuisance – Dust	The control of dust is a prime concern for all construction projects, particularly during periods of dry and windy weather. Due to the predominantly internal nature of the works on this project dust will be controlled by good working practices and engineering controls during dust generating activities.								
Hazardous Substances	A refurbishment asbestos survey will be undertaken by a UKAS accredited asbestos consultant prior to commencement of the project and asbestos abatement works undertaken where required.								

6. Noise Management

Noise Mitigation Measures - General

The quietest and lowest impact processes that are reasonably practicable will be employed on-site in the undertaking of all construction works and in accordance with the best practise under BS5228:2014 Part 1. Measures that can be implemented as a means of minimising noise include:

Construction Mitigation

- Consideration of alternative construction methods for high risk activities;
- Radios and other noise-generating devices are not permitted on site;
- Keep voices and conversation outside of the perimeter of the Site to a minimum and low in volume;
- Use of work equipment designed to reduce noise;
- Local residents will be advised of the start and finishing dates and times (particularly noisy works) and these will be timed to minimise the disruption to local residents as far as possible;
- Noise monitoring to be used on site each day.

Site Plant

- The quietest vehicles, tools and machinery shall be used as far as is reasonably practicable;
- Early connection of mains to reduce use of site generators;
- Avoid unnecessary revving of engines and switch off equipment when not required;
- No machinery will be permitted to start up on-site before 08:00;
- No engines left running whilst vehicles are stopped on-site;
- Local residents and businesses will be advised of the start and finishing dates and times of practically noisy activities and these will be timed to minimise the disruption to local residents as far as possible.

7. Dust Mitigation Measures

During construction and demolition, it is anticipated that the primary air pollution emissions will be associated with dust generated from plant movement on site. The following mitigation flows the principals of IAQM Guidance and in accordance with the AQA for the project.

Site Management

- Develop and implement a stakeholder communications plan that includes community engagement before work commences on site;
- Record and respond to all dust and air quality pollutant emissions complaints;
- Make a complaints log available to the Local Authority when asked;
- Carry out regular site inspections to monitor compliance with air quality and dust control procedures, record inspection results, and make an inspection log available to the Local Authority when asked;
- Record any exceptional incidents that cause dust and air quality pollutant emissions, either on or off the site, and ensure that the action taken to resolve the situation is recorded in the log book.

Preparing and Maintaining the Site

- Plan the site layout so that machinery and dust-causing activities are located away from receptors, as far as is possible;
- Fully enclose specific operations where there is a high potential for dust production and the site is active for an extensive period;
- Keep site areas clean (HEPA vacuum cleaning of dust);
- Remove materials that have a potential to produce dust from site as soon as possible.

Operations

- Only use cutting, grinding or sawing equipment fitted or in conjunction with suitable dust suppression techniques such as water sprays or local extraction, e.g. suitable local exhaust ventilation systems;
- Ensure an adequate water supply on the site for effective dust/particulate matter suppression/mitigation;
- Use enclosed chutes, conveyors and covered skips;
- Ensure equipment is readily available on site to clean any dry spillages, and clean up spillages as soon as reasonably practicable after the event using wet cleaning methods where required.

Waste Management

- Reuse and recycle waste to reduce dust from waste materials; and
- Bonfires and burning of waste materials is banned on all Central Shopfitters sites;
- Skips on site are to located away from site boundary and are to be covered where necessary to prevent the escape of waste;
- All skips / wagons leaving site are to be enclosed or covered.

8. Construction Logistics

Material storage and waste skips areas will be provided on site, hard surfaces will be used where possible to reduce dust from site. (see site plans see **Appendix B**).

Due to the site location heras fencing will be erected to the boundary where required. (see site plans see **Appendix B**).

All site fencing including site boundary will be inspected on a daily basis by Central Shopfitters Site Management and records maintained.

Site Security

Site entrance will be supervised all times throughout the construction period during deliveries a traffic marshal will act as banksman for all deliveries in accordance with the working hours.

The Site will be secured whenever construction personnel are not present on-site. A separate pedestrian access gate will be provided.

Contractors parking will be provided on site to limit the impact to local highways.

In order to reduce disruption to neighbouring businesses and residents during the construction periods we will take several steps to ensure as little impact as possible on the roads surrounding the site. These will include the following.

- All subcontractors will be advised of the requirement for site tidiness, and enforcement of this rule will take place;
- Should any complaints arise, they will be dealt with promptly and courteously, and suitable compromises agreed wherever practicable, subject to the normal restrictions of construction sites;
- There will be sufficient parking allocation for operatives on site;
- Minimise the accumulation of loose materials on site road by regular cleaning;
- Ensure bulk deliveries/collections are sheeted (where appropriate).

Storage of Materials

The site compound will be used for the Construction Material; additional areas of material storage will also be available in the proposed construction areas. (see Appendix B). Some material will be used in construction areas directly from the transport for example, structural steel will be craned off and positioned for erection directly in construction area.

Materials will not be unloaded outside of the construction areas or site compound where possible. If Unloading outside of the construction areas and site compound will be under control of a banksman and approval by Central Shopfitters Site Management.

Vehicle Dwell Times

Construction delivery vehicles are not anticipated to be required on-site for a period longer than necessary to safely unload, depending on materials being delivered or collected. The Site Manager will allow sufficient times between deliveries to ensure that no vehicles arrive or depart at the same time, to minimise potential disruption to traffic flow on the surrounding local highway network.

9. Waste Management

Construction Waste

Waste from construction activities will be disposed through an appointed waste management contractor, appointment will be on the basis of their performance of recycling of mixed waste, it is Central Shopfitters' target to achieve a 90% diversion from landfill.

The following principles will be employed:

- Pollution from waste will be minimised by using the correct and safe storage of the waste.
- Segregation of different types of waste as they are generated.
- Marking of waste containers clearly with their intended contents.
- Using containers suitable for their contents.
- Disposing of different wastes in the correct containers.
- Checking the condition of waste containers before use.
- Placing containers in impervious bunded areas (if required)
- Ensuring that containers are securely covered (If required)
- Preventing damage to materials during storage.

Waste Hierarchy

Central Shopfitters will manage waste and develop the SWMP in accordance with the waste hierarchy. Specifically, the amount of waste produced will be minimised by consideration in development of the design and, where produced, will be reused before recycling / disposal options are considered.

10. Implementation & Review

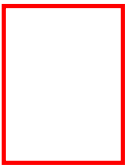
The control measures identified in the CEMP, and sub-ordinate documentation, will be implemented by the following means:

- Relevant information will be communicated to sub-contractors before an order is placed during a pre-contract meeting. An order will only be placed with a sub-contractor following a commitment that they will work to the control measures specified. Where they are required to appoint specific plant, equipment or specialist resources this will be stated in their contract;
- Sub-contractors will be required to submit a detailed method statement for all works they undertake stating detailed control measures. This will be reviewed and authorised by the Site Manager prior to the commencement of operations;
- All sub-contractors will be required to monitor their own works and provide a permanent on-site Supervisor;
- All site operatives will be required to attend a site induction before undertaking any work. The induction will be conducted by the Site Manager and will include all control measures site operatives are required to work to;
- Access and egress from the site for operatives and deliveries / collections will be supervised by the Site Manager;
- The Site Manager will walk the site daily to monitor the works and implementation of the specified controls. Where actions are required to further implement controls these will be raised with the sub-contractor's supervisor. If required they may use a red / yellow card disciplinary and or toolbox talks to improve the implementation of the specified controls;
- Any incidents or visits from regulators will be reported to the Health and Safety Director by the Site Manager for an official visit.

In addition to the monitoring described, the implementation and effectiveness of controls will be reviewed as follows:

- The Site Manager will conduct an inspection on general good order and security on a daily basis;
- The Site Manager will conduct an inspection of all environmental controls on a fortnightly basis, this will be alternated with the external inspection described below;
- The Contracts Manager or Health and Safety Director will conduct an inspection of environmental controls on a monthly basis.
- The Health and Safety Director will ensure the project will be audited for compliance with our Environmental Management System, controls which have been specified and legal requirements at least once during the project;
- A project meeting will be held on a monthly basis, to be attended by the Site Project Team, to review the results of the above monitoring and inspections. The effectiveness of the specified controls will be considered and any actions required to improve the overall environmental performance of the project agreed and documentation updated accordingly.

Appendix A – Sensitive Receptor

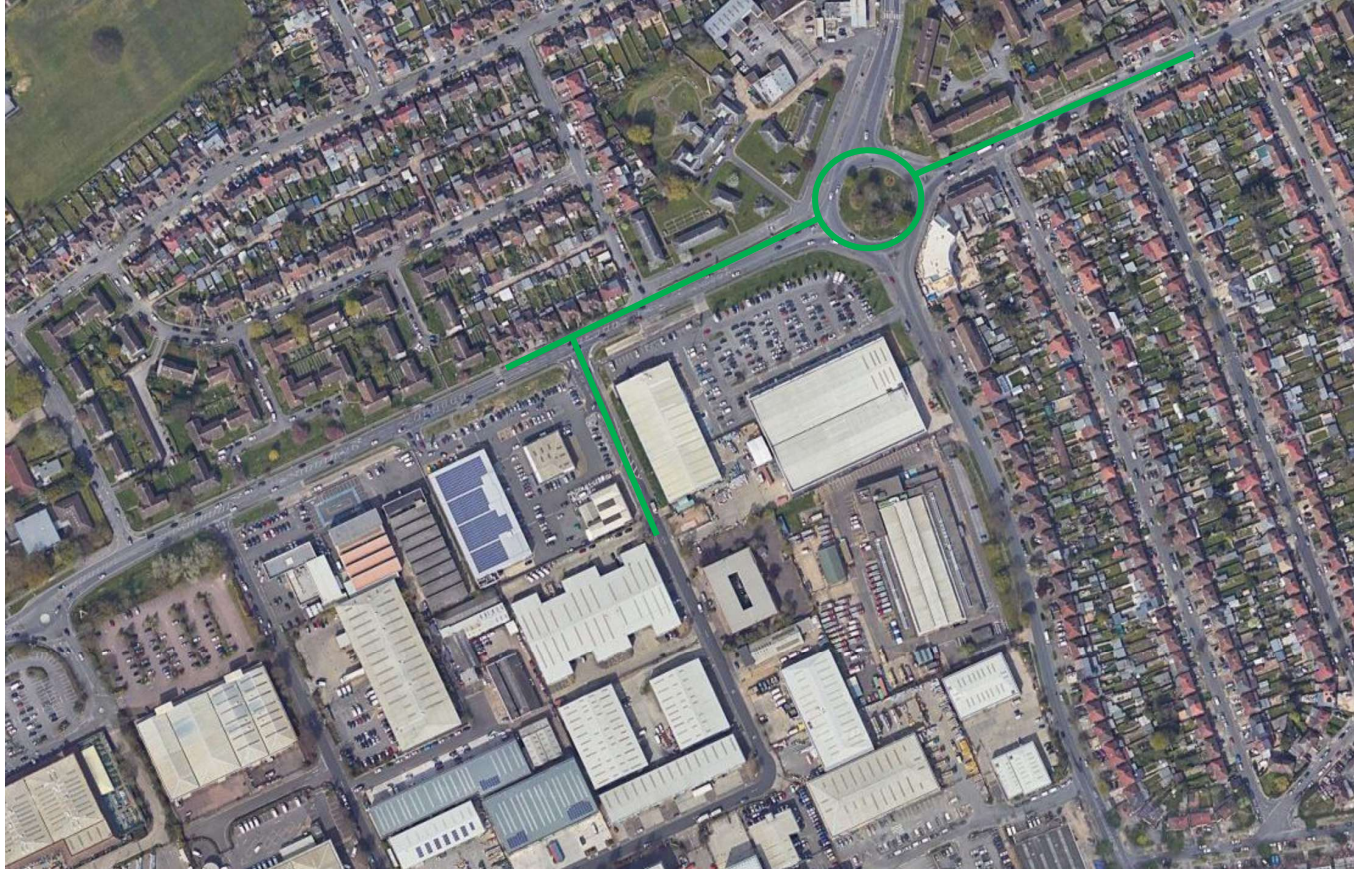


Residential Premises

Retail and Commercial Premises

Appendix B – Site Logistics Plan

Detailed logistics plan to follow.



Appendix C – Quality, H&S and Environmental Policies



OCCUPATIONAL HEALTH & SAFETY POLICY STATEMENT

Central Shopfitters Ltd places the utmost importance on the Occupational Health, Safety, and Welfare of its employees, recognising it as a pivotal element crucial to the smooth operation of our business. As a result, the company is committed to attaining the highest standards of health and safety for all employees, customers, contractors, visitors and any other person who may be affected by our work activities.

We achieve this commitment through various measures:


- Identifying and effectively controlling/eliminating hazards to minimise overall Occupational Health and Safety (OH&S) risks.
- Providing safe and healthy work conditions to prevent work-related injuries and ill health.
- Allocating sufficient financial and physical resources to fully support the implementation of the health and safety policy.
- Ensuring that all individuals (employees and sub-contractors) are competent to perform their assigned duties through the provision of necessary information, instruction, supervision, and training.
- Providing and maintaining safe plant and equipment, and a safe working environment.
- Consulting with employees in the development of our health and safety policy and encouraging them to participate in and contribute to improvements in the working environment.
- Maintaining open communication with all persons working on behalf of the company regarding health and safety matters.
- Monitoring, reviewing, and complying with relevant Health and Safety Legislation, Regulations, Codes of Practice, and other requirements applicable to our operations.
- Taking immediate and effective action to address issues identified during the monitoring of safe working practices and procedures.
- Reviewing and revising health & safety policies and procedures, at regular intervals and on a periodic basis.
- Development and regular review of agreed health & safety objectives and targets.
- Ensuring health and safety standards are never compromised to achieve other objectives.

Central Shopfitters Ltd adopts a proactive approach towards incident prevention, aiming for continuous improvement in Health, Safety, and Welfare performance. Our health and safety management system aligns with ISO 45001:2018 and operates in conjunction with other business systems.

The Board of Directors is responsible for ensuring that all employees understand the positive impact that good health and safety performance has on enhancing the company's overall business performance and their role in achieving the company's aims through the implementation of this policy.

Every employee is required to understand their duty of care not only for their own safety but also for the health, safety and well-being of others.

This policy will be prominently displayed throughout the company and available externally upon request to interested parties. It will be regularly updated to align with changes in the company's size and/or nature of activities.

Signed: 

Marc Dilks, Managing Director
Date: 1st March 2024

Publication Date: 1st March 2024
Review Date: 1st March 2025

AIM

Central is committed to the continuous improvement of environmental performance and management and the prevention of pollution from the activities we undertake.

We will comply with all applicable legal and other relevant requirements that relate to our environmental aspects, official codes of practice and, as far as practicable, accepted best practice in environmental management. Wherever possible and practical, the company employs the principles of reduction, recovery, reuse and recycling when dealing with waste.

INTRODUCTION

Central is committed to making efficient and environmentally responsible use of energy, water and other natural resources. The ultimate responsibility for environmental performance lies with the Director who will ensure that it is given equal priority with other major business objectives.

All reasonable steps will be taken to prevent pollution of both the local and wider environments and the following details the strategy employed by the company to address and control any potential threats to the environment from our operations.

RECYCLING OF WASTE

As a company we aim to manage waste according to our duty of care, minimising volumes going to landfill, by reuse and recycling wherever possible.

We aim to separate and sort waste arising from its operations in order to maximise the recyclable potential of the waste.

Generated waste will, as far as is reasonably practicable, be separated at source and recycled. Other waste / litter arising from our operations will be controlled and collected by a licensed waste carrier.

SPILLAGE OF POTENTIAL POLLUTANTS

Employees will be instructed and trained in the procedure for containing and coordinating clean-up of any potentially polluting spillage, should one occur. Any chemical that has potentially polluting properties will be stored in a designated lockable area.

BUSINESS TRAVEL

Central will endeavour to adopt strategies to minimise the environmental impacts of business travel and traffic use. Materials and supplies will be sourced from as near to locations as possible in order to limit excessive traffic movement.