

CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN

FOR

NEW STORE FIT OUT



**UNIT 2
RUISLIP RETAIL PARK
VICTORIA ROAD
RUISLIP
HA4 0QE**

FEBRUARY – JUNE 2026

CONTENTS

- 1 Introduction
- 1.1 Description of the Programme
- 1.2 Planning Requirements
- 2 Purpose and Scope
- 2.1 Purpose & Scope
- 2.2 Review
- 2.3 Objectives
- 3 Environmental Management System
- 3.1 Construction Programme
- 3.2 Working Hours
- 3.3 Roles and Responsibilities
- 3.4 Project Specific Roles and Responsibilities.....
- 3.6 Monitoring
- 3.7 Stakeholder Liaison
- 4 Environmental Impacts.....
- 4.1 Sensitive Environmental Receptors
- 4.2 Noise and Vibration
- 4.3 Light
- 4.4 Dust
- 4.5 Traffic and Transport
- 4.6 Materials, Waste and Storage Provisions
- 5. Incident Response
- 5.1 Emergency Contact Details
- 5.2 Near Misses
- 5.3 Investigating

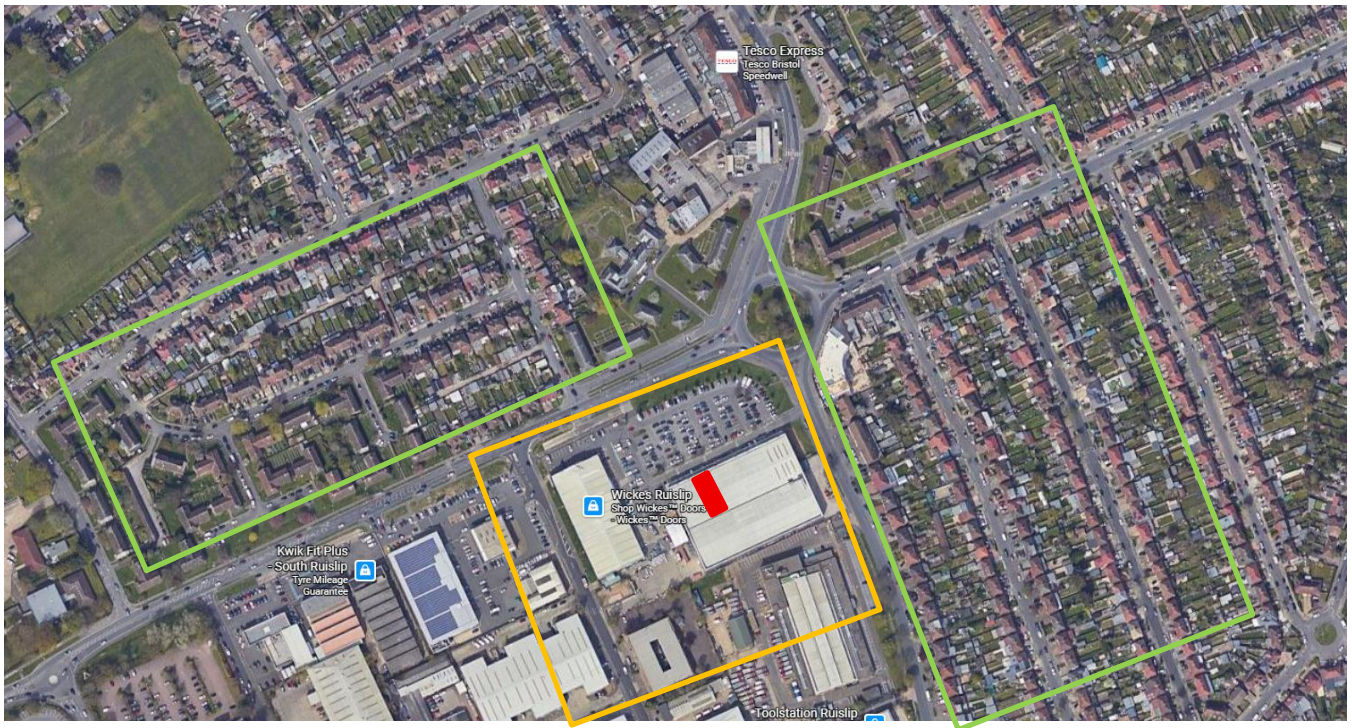
1 Introduction

1.1 Description of the Programme

This document relates to the fit out of an existing unit to create a latest concept Next outlet. The works are located at a former Carpetright premises situated in Ruislip Retail Park. The site is surrounded by neighbouring operational retail outlets with large residential areas to both the east and west of the site. The below plan denotes the site location in red, with residential premises highlighted in green and commercial/ retail premises in orange.

The programme of works will include mezzanine floor, lift and elevations installations, roof refurbishment works and general internal fit out including M&E installations, dry lining works, joinery and decoration works, flooring installations, signage works, shop fixtures, fittings and racking installations. 7formation Ltd will be acting Principal Contractor for the entirety of the works.

The project will not be phased will all works completed within an anticipated 17 week programme.



1.2 Planning Requirements

The Principal Contractor (7formation Ltd) has to produce management plans to mitigate the environmental impacts of construction, including:

- A Construction Environmental Management Plan (CEMP).

This CEMP is supported and will be read in conjunction with the following documents:

- Construction Phase Plan (CPP)
- Traffic Management Plan (TMP)
- Fire Risk Assessment and Fire Safety Plan

2 Purpose and Scope

2.1 Purpose & Scope

This document is the Construction Environmental Management Plan (CEMP) to satisfy Planning Application Conditions required by the Local Planning Authority, namely Hillingdon Council in consultation with Transport for London.

It describes how construction activities shall be undertaken and managed in accordance with commitments and requirements identified within the approved planning conditions set out by the Local Planning Authority to:

- Ensure compliance with all applicable UK Environmental Legislation and statutory controls.
- Ensure compliance with the requirements of the planning permissions for the project.
- Ensure compliance with contract requirements.
- Ensure conformance with the 7formation Ltd Environmental Policy Statement, including all associated 7formation Ltd standards and procedures.
- Achieve 7formation Ltd's Project Objectives and Targets

This CEMP describes methods, controls, monitoring and reporting procedures that need to be employed to satisfy the general requirement to safeguard the environment and local receptors by mitigating any adverse effects of the works. The requirements presented in this CEMP will be communicated to the 7formation Ltd Project Team and the appointed sub-contractors and must be adhered to throughout the full period of works. Weekly meetings will be held with the client and other duty holders as deemed necessary.

2.2 Review

The CEMP is a live document which will be updated (where required) following any significant change to the status of the works. The 7formation Ltd Site Manager will also review the CEMP regularly to ensure that:

- The objectives and requirements are still valid and being met.
- Forthcoming activities are reviewed, and any necessary amendments are identified before the relevant works begins.
- Current processes continue to be suitable and effective for the project.

An electronic version of the CEMP will be circulated to the site team and always made available upon request.

2.3 Objectives

The overall objectives that will be applied to the project are:

- All practicable steps shall be taken to minimise the environmental impacts of construction works.
- All activities shall be conducted in accordance with the CEMP as well as the relevant legislation and planning application requirements.
- All staff and sub-contractors shall be aware of the environmental issues relevant to the works, the environmental impacts of construction and the mitigation measures to be applied during inductions, briefings, toolbox talks, and other means of communication as required.

3 Environmental Management System

3.1 Construction Programme

7formation Ltd will produce a suitable programme of works prior to commencement.

3.2 Working Hours

Working hours are to be in accordance with works information and planning permissions issued for each project. Working hours will be as follows:

- Monday – Sunday: 07:00-19:00

The working hours above will be obeyed unless agreed otherwise with the client.

3.3 Roles and Responsibilities

7formation Ltd will be responsible for the overall management of the CEMP. 7formation Ltd shall work in conjunction with other contractors on site and other key personnel to ensure it is implemented effectively. The CEMP Roles and Responsibilities can be seen in the table below.

Client: Responsible for approving / rejecting said documents in accordance with planning conditions as required.

7formation Ltd: Responsible for the overall management of the CEMP and ensuring compliance with the CEMP and relevant legal requirements. Ensure the CEMP is included in tender and contract documents.

7formation Ltd: Responsible for managing the planning condition particulars throughout the construction project.

Sub-Contractors: Commit to responsibilities detailed within the CEMP. This document shall be a contractual obligation for all sub-contractors. Sub-contractor Managers are to ensure that their staff works to agreed plans, methods and procedures to minimise environmental impacts; and comply with directions given by 7formation Ltd Project Management.

Site Personnel: Undertake to work in accordance with the CEMP and comply with directions given by 7formation Ltd Project Management and Site Management.

3.4 Project Specific Roles and Responsibilities

Please refer to the following supporting documents:

- 7formation Ltd.'s Construction Phase Plan
- 7formation Ltd.'s Traffic Management Plan

3.5 Environmental Training

Environmental awareness and training shall be achieved by:

- Site induction which shall be given to all personnel who work on site and will include an overview of any site-specific environmental issues and details of how these issues shall be managed.
- Toolbox talks for personnel as required on key project- or task-specific environmental issues.

3.6 Monitoring

Monitoring of the implementation of the CEMP shall be undertaken through:

- Weekly site checklists completed by Site Management
- Progress reports (if required)

Where non-conformities are identified (defined as either an environmental incident on site, or where work that has not been carried out in accordance with the CEMP), corrective action shall be taken. All non conformances and subsequent corrective actions shall be logged and discussed at progress meetings.

The CEMP are live documents and are to be updated as and when required. As a minimum the documents are to be reviewed quarterly.

3.7 Stakeholder Liaison

Site Notice Boards at the site entrance or office should display the following information:

- Name and brief description of the project
- Outline programme
- Name and contact details for enquiries and complaints, including a single telephone number for the project.

The specified telephone must be attended during all standard working hours by a person or persons with the appropriate authority to act to resolve any problems that may occur.

Complaints Procedure

A Complaints Register will be set up and maintained by the Project Manager. All complaints will be recorded for action in the register. The Complaints Register will include information on:

- The name (can be anonymous if preferred) and location of the affected party.
- The time and nature of the event that caused the complaint; and where appropriate,
- The remedial action taken.

The Project Manager shall ensure the complainant is notified of what action is being taken to address the complaint, by telephone if possible, and by email/letter once appropriate action has been undertaken.

4 Environmental Impacts

The following section of this document provides information on mitigation measures and monitoring controls to avoid or minimize environmental impacts. The following environmental topics have been included:

- Sensitive Environmental Receptors
- Noise and Vibration
- Light
- Dust
- Traffic and Transportation

4.1 Sensitive Environmental Receptors

Sensitive environmental receptors are listed as follows:

a) Local premises

Location	Residential	Commercial	Business Type
Ruislip Retail Park	Adjacent (Along & Off Field End Road & Victoria Road).	Adjacent	Retail

4.2 Noise and Vibration

This section describes the noise and vibration plan to manage the potential impact during construction to sensitive receptors in the vicinity of the works. It covers requirements for noise monitoring, prevention of excessive noise pollution to the surrounding area and allowable limits during construction hours as appropriate. All complaints will be dealt with in accordance with 7formation Ltd's complaint procedure denoted in section 3.7.

Noise and vibration issues on the project are likely to arise from external works, vehicle movements and use of high impact or noisy hand tools. The Principal Contractor shall be required to follow Best Practicable Means and adhere to the codes of practice for construction. Provisions of BS 5228 are summarized as follows:

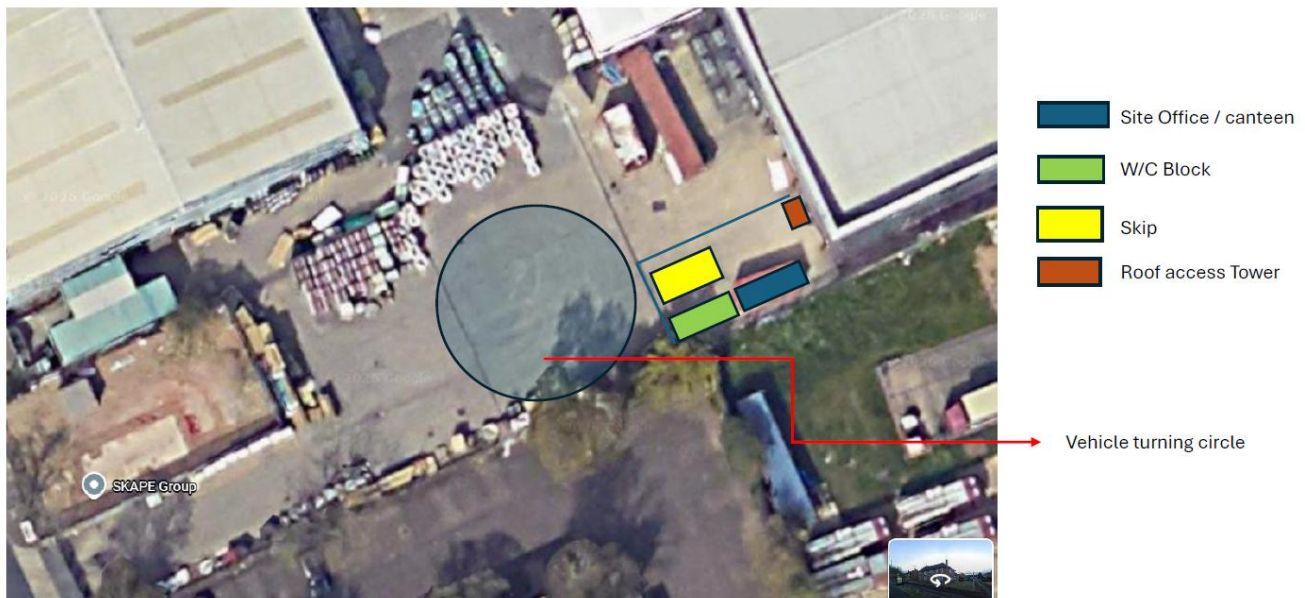
- Wherever possible, locating noisy activities away from sensitive receptors.
- The site manager will have a db. meter and record 3 checks a day, in particular when noisy operations are in progress
- Construction compounds will be located where possible away from adjacent occupied buildings.
- Off-site pre-fabrication to be adopted where practical.
- Loading and unloading of vehicles, dismantling of site equipment or moving equipment or materials around the site to be conducted in such a manner as to minimise noise generation and where practical to be conducted away from noise sensitive areas.
- Materials should be handled with care and be placed, not dropped.
- Proper use of plant with respect to minimising noise emissions and regular maintenance. All vehicles and mechanical plant should be fitted with effective exhaust silencers and should be maintained in good efficient working order.
- Selection of inherently quiet plant where appropriate. All ancillary pneumatic percussive tools should be fitted with mufflers or silencers of the type recommended by the manufacturers.
- Machines in intermittent use should be shut down in the intervening periods between work.
- White noise type reversing warnings should be used on mobile plant in preference to beepers where possible.
- Substitution: Where reasonably practicable, plant and or methods of work likely to cause significant levels of vibration at the receptors identified, will be replaced by less intrusive plant/methods of working.
- Vibration Isolation of plant at source: This may prove a viable option where the plant is stationary (e.g., a compressor, generator) and located close to a receptor.

4.3 Light

During winter months temporary construction site lighting may be required during working hours. In addition, low level security lighting may be required. The site compound is established, and its location is denoted in the below plan. Storage of materials is designated within the confines of the compound that includes lay flat space. Existing street and security lighting is in place to sufficiently light the surrounding areas although this will be frequently monitored

If required temporary construction site lighting will be designed to minimise general spillage of light, which may otherwise affect neighbouring residents or business users.

The brightness of the lighting should also be kept as low as possible, whilst also maintaining health and safety requirements. All site lighting requirements will be included within all task specific method statements, risk assessments and briefings prior to works commencing. All complaints will be dealt with in accordance with 7formation Ltd's complaint procedure denoted in section 3.7.



4.4 Dust

Construction activities have the potential to generate dust emissions, which can affect the surrounding areas and facilities, as well as ecological and hydrological receptors. However, this is not deemed to be of particular concern on this project with most works undertaken internally and unlikely to generate significant dust. The following best practices will be followed to mitigate dusts risks:

- Avoid the siting of dust creating activities and material storage / handling sites near sensitive receptors where practicable.
- All vehicles carrying loose materials (aggregates/ waste) must be sheeted at all times.
- Cutting and grinding works: all cutting and grinding operations to be conducted in ways to reduce risk of dust migration e.g., wet cutting techniques, use of water suppressed tools and equipment.
- Minimum M class on tool extraction will be used for wood cutting activities and on tool water suppression when cutting or drilling silica based materials.
- Fires and bonfires: these will be prohibited on site.
- Dust will be monitored, and works will be suspended if the emissions are identified by site operatives or third parties to be causing a nuisance.
- Running water is available on site within the site welfare and provision is available for use where necessary to dampen down hazardous dusts generated by works or weather.
- The 7formation Site Manager will regularly liaise with the client and third parties' impacted by the works. Complaints will be dealt with by the Site Manager without delay.
- Dust risks will be regularly reviewed as works progress with appropriate measures adopted to minimise or prevent the generation of airborne nuisance dusts.
- Air cubes will be used internally to remove hazardous, airborne dust and particles.

For all works, 7formation Ltd shall undertake routine dust monitoring on a weekly basis. This forms part of the weekly site checklist for visible signs of dust emissions and deposition originating from the site to ensure the adequacy of the mitigation measures being employed.

High wind speeds and inclement weather conditions can increase the propagation of dust. Activities which have an increased risk of causing dust nuisance (e.g., earthworks / breaking / cutting) during periods of high winds will be monitored and restricted or the mitigation level increased. However, this is deemed to be low risk with most works undertaken internally. All complaints will be dealt with in accordance with 7formation Ltd's complaint procedure denoted in section 3.7.

4.5 Traffic and Transport

Traffic management will be required for the duration of the work programme. Access to the site will only be via the allocated, signed access points.

To avoid construction traffic congestion and nuisance to the surrounding area all suppliers and contractors will be made aware of traffic routes and agreed hours for deliveries and collections.

For environmental and road safety all materials containers leaving site will be appropriately covered to avoid soiling of the roads and highway.

Engines of all vehicles, mobile and fixed plant on site are not left running unnecessarily and will not be on site for longer than absolute necessary.

Plant will be well maintained, with routine servicing of plant and vehicles to be completed in accordance with the manufacturer's recommendations and records maintained for the work undertaken.

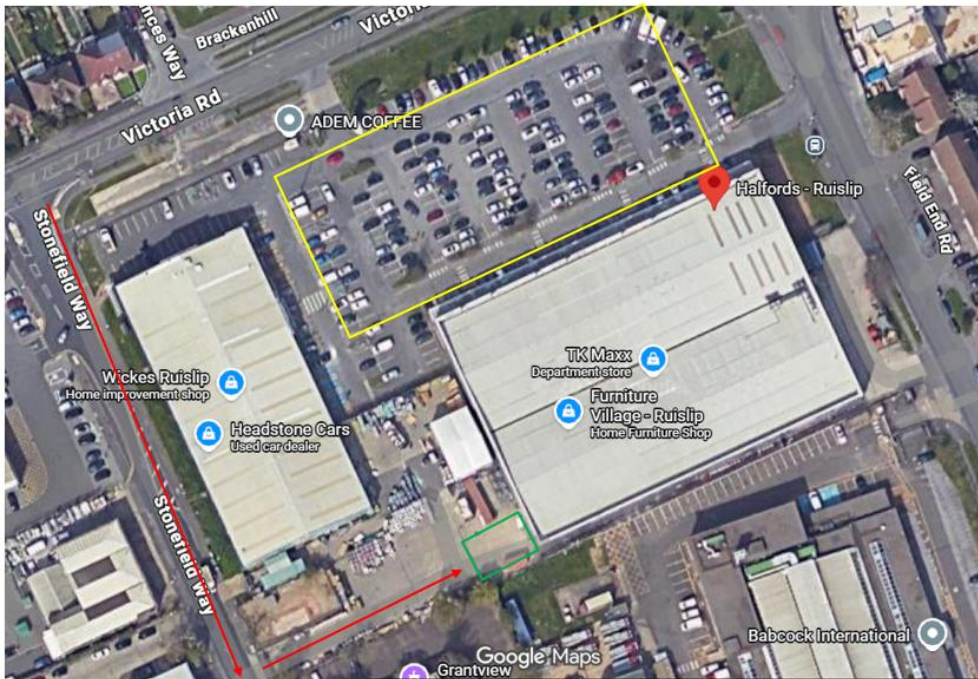
All project vehicles, including off-road vehicles, will hold current MOT certificates, where applicable and where required due to the age of the vehicle and that they will comply with exhaust emission regulations for their class.

The segregated rear compound will be utilised for all delivery operations with sufficient turning circle to allow large articulated vehicles to enter and exit the site without reversing. All delivery operations will be competently banked to prevent interaction with third parties. The Logistics Plan is included below for reference.

No muddy works are being undertaken during the project and consequently there is no risk or requirement to implement measures to prevent the accumulation of site mud on surrounding footways and adjoining roads.

Contractors will be informed by the Site Manager during induction that parking facilities are available on site within the retail parks customer parking areas. Restrictions enforced by the landlord or client will be communicated to all and adhered to at all times.

The only Non-Road Mobile Machinery anticipated to be required for the project works are Mobile Elevated Working Platforms (MEWP's). These will be electrically powered, hired from reputable hire companies, have records of in date LOLER Thorough Examinations and will be operated by competently trained operatives only.



- CONTRACTOR PARKING
- DELIVERY ROUTE
- CONTRACTOR COMPOUND



Next Ruislip Logistics Plan

4.6 Material, Waste and Storage Provisions

Adequate waste skips will be securely sited within the sites designated compound in accordance with the sites logistic plan and in agreement with the client and landlord.

Waste will be regularly removed from the site area and deposited safely into the skips. Waste levels will be closely monitored and provisions for additional or replacement skips will be coordinated by the Site Manager.

Construction materials will be neatly stored either in the site area or secure compound and will be suitably segregated to prevent third party access. Where possible, materials will be ordered on a just in time basis to prevent the site becoming overly congested.

No valuable or potentially contaminating materials are required to be used or removed as part of the project works.

5. Incident Response

5.1 Emergency Contact Details

7formation Ltd Managing Director – Jak Garner 07854 237107

7formation Ltd Site Manager – Nick Cahill 07359 786884

7formation Ltd Project Manager – Ben Gooch 07792 705219

7formation Ltd Contract Director – Tom Andrews 07907 575959

General Out of Hours TBC

First Aider(s) or Appointed Person – Nick Cahill 07359 786884

Health & Safety Consultant – Tom Bardwell 07939 524251 (Torney Ltd)

Local HSE office:

Health & Safety Executive

Canary Wharf

10 South Colonnade

Canary Wharf

London

E14 4PU

Environment Agency

Environment Agency

2 Marsham Street

London

SW1P 4DF

Defra Helpline: 03459 33 55 77 (8.30am – 5pm Mon-Fri)

Pollution 0800 807060 (Incident hot line 24 hrs)

0800 807060 (Incident hot line 24 hrs)

Local Authority

Hillingdon Council

Hillingdon Civic Centre

High Street

Uxbridge

UB8 1UW

Tel: 01895 250111

Fire Brigade

Hillingdon Fire Station,

3-4 Uxbridge Road

Uxbridge

UB10 0PH

5.2 Near Misses

All environmental accidents, incidents, near misses, property damage must be reported as soon as possible in accordance with 7formation Ltd's Incident Investigation and Reporting procedure. The Company HSE Advisors and Senior Line Management will assist if required and will always participate in investigating and reporting on all serious incidents. The investigation will determine the root causes and lessons learned will be identified and acted upon, with learnings shared as appropriate.

All persons onsite will be informed of the processes for accident/incident reporting through attendance at Induction, Pre-Start Meetings and/or by issue of the Subcontractors Health, Safety, Environment and Quality Conditions.

5.3 Investigating

The Site Manager will investigate all environmental incidents to determine the cause of the incident; ensure environmental harm is remedied wherever reasonably practicable; and to introduce improved preventative measures wherever reasonably practicable.

The size of the investigation will be proportional to the environmental incident in question and should be a practical tool to improve operations on site for the better. The incident report shall be submitted to the client.