

**93 Lansdowne Road**

**Clearly Renovations Ltd.**

**CPH&S PLAN Reference  
SITE WASTE MANAGEMENT PLAN**

Prepared in accordance with  
The Site Waste Management Plans Regulations 2008

**PRE CONSTRUCTION HEALTH, SAFETY  
& ENVIRONMENTAL INFORMATION**

## **TABLE OF CONTENTS**

<b>1.0</b>	<b>PROJECT DESCRIPTION .....</b>	<b>3</b>
<b>2.0</b>	<b>DEFINED ROLE HOLDERS UNDER SWMP REGULATIONS .....</b>	<b>3</b>
<b>3.0</b>	<b>KEY DATES .....</b>	<b>3</b>
<b>4.0</b>	<b>SITE WASTE MANAGEMENT PLAN STRUCTURE.....</b>	<b>4</b>
<b>5.0</b>	<b>CLIENT RESPONSIBILITY .....</b>	<b>5</b>
<b>5.1</b>	<b>PREPARATION OF THE SWMP .....</b>	<b>5</b>
<b>5.2</b>	<b>DECIDING WHICH SWMP SHOULD BE USED.....</b>	<b>5</b>
<b>5.3</b>	<b>BASIC INFORMATION FOR ALL SWMP's .....</b>	<b>5</b>
<b>6.0</b>	<b>PRINCIPAL CONTRACTOR RESPONSIBILITY .....</b>	<b>6</b>
<b>6.1</b>	<b>UPDATING A STANDARD SWMP .....</b>	<b>6</b>
<b>6.2</b>	<b>UPDATING A MORE DETAILED SWMP .....</b>	<b>6</b>
<b>7.0</b>	<b>SWMP MANAGEMENT &amp; REVIEW.....</b>	<b>6</b>
<b>8.0</b>	<b>PROJECT COMPLETION.....</b>	<b>6</b>
	<b>SECTION A - APPENDIX 6 .....</b>	<b>7</b>

## 1.0 PROJECT DESCRIPTION

**The project comprises:- basement and full refurbishment**

**Refer to project requirements**

## 2.0 DEFINED ROLE HOLDERS UNDER SWMP REGULATIONS

Principal Contractor		Client	
Clearly Renovations Ltd. Brampton House Scabharbour Road Hildenborough Kent TN11 8PJ			
Contact Name:	Jeremy Bayliss	Contact Name:	
Telephone No:	07747 023335	Telephone No:	

## 3.0 KEY DATES

The project start date is expected to be	(est) February 2014
The project completion date is expected to be	(est) February 2015

#### 4.0 SITE WASTE MANAGEMENT PLAN STRUCTURE

This Project is subject to the requirements of the Site Waste Management Plans regulations 2008 and all parties are required to act in accordance with these regulations. As part of the Site Waste Management Regulations 2008 which came into force 6th April 2008, **all** new projects with a tender value of 300k plus (ex VAT) **Must** prepare and implement a site waste management plan (SWMP) in accordance with the said regulations. Existing projects which have been planned prior to the enforcement date and which begin before 1st July 2008 are exempt from the regulations. It is the responsibility of both the Client and the Principal Contractor to ensure that a SWMP is prepared prior to the project commencing on site.

There are two types of Site Waste Management Plans used in preparing a SWMP which depends upon the size of the project. Projects with a tender value of between 300k and 500k (ex VAT) are required to implement a “standard” SWMP to control waste during the construction phase works. Projects of a greater tender or build value than 500k require “more detailed” information which requires a more in depth approach to managing waste during the construction phase works.

There are strict penalties in force for Client’s, Principal Contractor’s and anybody who obstructs the execution of duties in compliance with the SWMP Reg’s. Enforcement of the said regulations will be either the Environmental Agency, Local Government Area or any district or council.

The PC is responsible for ensuring that suitable and adequate resources are allocated to enable the effective development of the SWMP for the duration of the works. All works contractors have the responsibility of assisting the PC by providing information to enable the timely development of the SWMP during the construction phase.

The PC shall ensure that enough time and resource is allocated to ensure,

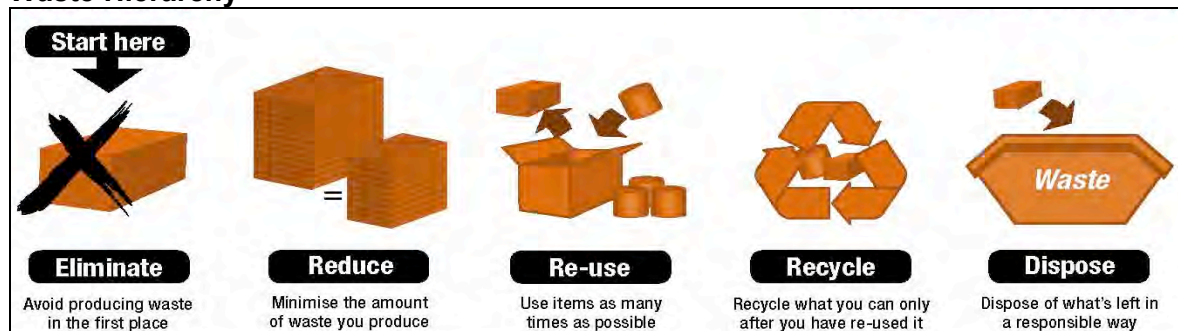
- (a) The effective coordination, planning and organisation of waste.
- (b) That a good management and coordination structure is in place.
- (c) That effective procedure’s for monitoring & communication are in place.
- (d) That suitable induction/further training needed is provided for all operatives.

The standard Site Waste Management Plan Template comprises: -

- 1) Sheet 1 – Client Pre Construction Assessment.
- 2) Sheet 2 – PC Construction Phase Assessment.
- 3) Sheet 3 – Client Final assessment.

Both the Client and the Principal Contractor are responsible for ensuring that the SWMP is regularly reviewed and updated throughout the project. The waste hierarchy below **Must** be followed for **All** waste materials before finally disposing waste materials to land fill.

##### **Waste Hierarchy**



At the end of the project the Principal Contractor **Must** within three months, hand the completed Site Waste Management Plan back to the client for final assessment.

## 5.0 **CLIENT RESPONSIBILITY**

### 5.1 **PREPARATION OF THE SWMP**

Under the Waste Management Plans Regulations 2008, the client is ultimately responsible for preparing the site waste management plan as part of the planning phase of the project. The client is also responsible for appointing a Principal Contractor to manage the SWMP during the construction phase. In certain circumstances, a Principal Contractor is best placed to provide information to enable the client to prepare the plan. In such cases the Principal Contractor may be called upon to provide the necessary information and assist the Client in their role and thus allow for the timely preparation of the site waste management plan. The client shall ensure that the SWMP is handed over to the PC prior to the start of the construction phase. Should a construction project begin without a SWMP, then both the client and the PC are guilty of an offence.

### 5.2 **DECIDING WHICH SWMP SHOULD BE USED**

There are two types of SWMP's. The type of SWMP to be used on a<sup>1</sup> construction project depends upon the size of the project in terms of the tender or build value. Projects with a tender value **less** than 300k (ex VAT) are exempt from the SWMP regulations. Projects of a tender value between 300k & 500k (ex VAT) required a "**Standard**" SWMP to be used. Projects with a tender value of 500k (ex VAT) required a "**more detailed**" plan to be adopted for managing waste during construction. The client is responsible at the planning phase for implementing the correct plan and handing the plan over to the Principal Contractor for the construction phase.

### 5.3 **BASIC INFORMATION FOR ALL SWMP's**

Under the Site Waste Management Regulations 2008, **all** Site waste management plans **must** include the information set out below as a minimum requirement.

- **Must** identify the client.
- **Must** identify the Principal Contractor.
- **Must** identify the person drafting the SWMP. (responsible person)
- **Must** describe the proposed construction work.
- **Must** include the site location.
- **Must** estimate the cost of the project.
- **Must** include decisions made before drafting the SWMP on the nature of the project.
- **Must** describe each waste type.
- **Must** estimate the quantity of each type of waste.
- **Must** identify each waste management action.
- **Must** contain declaration from client and the Principal Contractor.

For a simple guide on understanding & developing Site Waste Management Plans, please visit <http://www.netregs-swmp.co.uk> for further information.

---

1

## 6.0 PRINCIPAL CONTRACTOR RESPONSIBILITY

Under the Site Waste Management Plans Regulations 2008, the Principal Contractor is responsible for the maintenance and development of the SWMP during the construction phase. As part of this management responsibility the Principal Contractor **Must** ensure;

- That relevant information is obtained from sub-contractors.
- The SWMP is updated at least every three months as the project progresses.
- The SWMP is kept on site during the project
- The location of the SWMP is known to all who attend site.
- Access to the SWMP is made available to the client, contractors and site operatives.
- The SWMP is handed back to the client once completed as part of the H&S File.
- A copy of the SWMP is kept for a min of two years.

### 6.1 UPDATING A STANDARD SWMP

The standard SWMP that **Must** be adopted for projects between the tender or build value of between 300k and 500k (ex VAT). Information that shall be recorded is set out below.

- The identity of the person who will be removing the waste.
- The types of waste being removed from the site.
- The site where the waste is being taken to.
- Demonstrate that the plan has been regularly reviewed.
- Explain any deviations from the plan.

### 6.2 UPDATING A MORE DETAILED SWMP

The more detailed SWMP that **Must** be adopted for projects that have a tender value of 500k plus (ex VAT). Information that shall be recorded is set out below.

- The identity of the person who will be removing the waste.
- The types of waste being removed from the site.
- The waste carrier registration number.
- Record a copy of the written description of the waste.
- The site where the waste was taken to.
- Record a copy of the site waste permit.

## 7.0 SWMP MANAGEMENT & REVIEW



## 8.0 PROJECT COMPLETION

At the end of the project the PC **Must** hand over within 3 months the completed SWMP to the client for final analysis. The client **Must** review the completed SWMP and comment on the effectiveness of the plan and apply lessons learnt to future projects.

# **SECTION A6- APPENDIX 1**

## **Site Waste Management Plan**

Site Waste Management Plan <u>Pre Construction</u>				Sheet No 1	S.W.M.P No	93LANS
Project Name	Lansdowne Road	Person filling in this form.	Maxine Williams	Project Start Date	February 2014	
Client		Date SWMP Prepared	10 <sup>th</sup> December 2013	Project Finish Date	February 2015	
Site Location	93 lansdowne Road	Project Phase	Planning Phase	Initial Cost Assessment	£1.5m	
Responsible person		Project Value	£1.5m	Final Cost Assessment		
Project Description		Pre Construction Decisions			Reasons for any Deviation from the Plan	
		Grab and load lorries and hire of skips for removal and disposal of general waste.			TO BE COMPLETED BY THE CLIENT AT THE END OF THE PROJECT.	

Client - Pre Construction Assessment												MUST BE COMPLETE FOR MORE DETAILED SWMP's						
	Waste Description (m3)	Re-Used On Site	Re Used Off Site	Recycled On Site	Recycled Off Site	Exempt Site	Landfill Site	Special Site	Transfer Note	Site Licence	Special Licence	Person Removing Waste Req'd	Written Waste Copy Req'd	Waste Permit Copy Req'd	Carrier Reg No Req'd	Waste Site Location Req'd	Cost £	Totals
Inert	Standard Spoil																	
	Standard Spoil																	
Non Hazard	General																	
Hazard	Asbestos																	

This document complies with the Site Waste Management Plans Regulations 2008. As such both the “Client” and the “Principal Contractor” are responsible for ensuring all waste from the site shall be dealt with in accordance with the said regulations and also in compliance with the waste duty of care in section 34 of the Environmental Protection Act 1990 (a) and the Environmental Protection (Duty of Care) Regulations 1991(b). All materials will be handled efficiently and waste managed appropriately.

Signed on behalf of the Client		Signed on behalf of the Principal Contractor	Mr Jeremy Bayliss.....
--------------------------------	--	--	------------------------



Site Waste Management Plan <u>Construction Phase</u>													Sheet 1 of ?		S.W.M.P No				
Project Name					Responsible person			A N Other 1					Project Start Date						
Site Location					Person filling in this form.			A N Other 2					Project Finish Date						
Principal Contractor					Project Phase			Construction Phase Civil Works					No of SWMP Reviews						
Main Contractor					Project Value								Date of Handing back SWMP to the Client						
Project Description					Pre Construction Decisions								Reasons for any Deviation from the Plan						
Principal Contractor - Construction Phase Assessment													MUST BE COMPLETE FOR MORE DETAILED SWMP's						
	Waste Description (m3)	Reused / Removal Date	Re used On Site	Re used Off Site	Recycle on Site	Recycle off Site	Exempt Site	Landfill Site	Special Site	Transfer Note	Site Licence	Special Licence	Person Removing Waste Req'd	Written Waste Copy	Waste Permit Copy	Carrier Reg No Req'd	Waste Site Location Req'd	Cost £	Totals
Inert																			
Non Hazard																			
Hazard																			

Site Waste Management Plan <u>Final Assessment</u>													Sheet No 3			S.W.M.P No			
Project Name							Person filling in this form.								Project Start Date				
Client							Project Closed Date								Project Finish Date				
Site Location							Project Phase				Planning Phase				Initial Cost Assessment				
Responsible person							Project Value								Final Cost Assessment				
	Waste Description (m3)	Re used On Site	Re used Off Site	Recycled On Site	Recycled Off Site	Exempt Site	Landfill Site	Special Site	Original Totals	Actual Totals	Original Cost +/- £	Actual Cost +/- £	Saving +/- £	General Comments Reasons for any Deviation from the Plan					
Inert	Standard Spoil																		
	Standard Spoil																		
Non Hazard	General																		
Hazard	Asbestos																		
Principal Contractor Project Summary - No changes in project. As per original estimates.																			

**Client Project Summary -** No changes in project. As per original estimates.