

Site Waste Management Plan (SWMP)  
For Construction Projects – Planning Stage

2 Melody Lane, Islington, London N5 2BQ

Revision A, April 2017

**Declaration**

All reasonable steps will be taken to ensure that all waste arising from this project is dealt with in accordance with the waste duty of care. Materials will be handled efficiently and waste managed appropriately:

<b>Duty Holder</b>	<b>Contact</b>	<b>Signature (s)</b>	<b>Date</b>
Client			
Principal Contractor			

## **Glossary**

Client	The person or organisation who seeks or accepts the service of another to carry out a project; or a person or organisation who carries out a project on their own behalf.
Duty Holder	Individual from the Client/Principal Contractor Organisation who has responsibility for the SWMP.
Principal Contractor	The contractor responsible for the planning and co-ordinating the construction works; where they apply this will normally be the same contractor as is appointed 'Principal Contractor' under the Construction (Design & Management) Regulations.
Site Manager	Person responsible for implementation of the SWMP; normally an employee of the Principal Contractor.
Waste Contractor	Contractor responsible for taking waste from site to disposal facility.
Waste Data Sheet	Document used to record proposed and actual waste management actions.

## **1.0 Introduction**

This document constitutes the Site Waste Management Plan as required by 'The Site Waste Management Plans Regulations 2008.

The Client is responsible for formulating the SWMP **before** construction work begins. Where practicable, the Client must enter the following into the plan at pre-construction stage:

- Project Details and Duty Holders
- Objectives relevant to the project
- Inception and Design Decisions taken to eliminate/reduce waste generation
- Proposed Waste Management Actions to reduce amount of waste generated
- Completion of a waste data sheet at tender stage, describing the type and quantity of waste likely to be generated throughout the project and how that waste will be treated e.g. reused, recycled etc.

The Client will hand over the SWMP to the Principal Contractor when appointed who must update the plan to include the following throughout the course of the project.

- The name of the Site Manager; the person responsible for implementation of the SWMP
- Recording the details of all contractors to work on the project and any specific responsibilities they have in relation to the SWMP
- Details of the waste contractors to be used
- Completion of the document register, detailing records kept to prove compliance with environmental legislation
- Any waste management action taken, in addition to those proposed by the client to reduce the amount of waste generated
- Production of updated waste data sheets as often as necessary, but at least every 6 months on a project worth in excess of £500,000
- Details regarding how and where waste will be separated and stockpiled on a site and any security measures that will be implemented to prevent illegal disposal
- Details of any training that will be provided to ensure adherence to the SWMP
- The type and frequency of any measuring/monitoring that will be carried out

## **2.0 Project Details**

This document constitutes the SWMP for the mixed-use development at 2 Melody Lane.

The project site is located at 2 Melody Lane, Islington, London N5 2BQ.

The project Client is David Partridge. The architects are Julian Cowie Architects who have completed this plan.

The Principal Contractor is unknown at this stage. (To be appointed post-planning).

The estimated construction value of the project is £4.8 million.

Project summary: Demolition of existing warehouse and redevelopment of the site to provide seven residential dwellings (7 family houses) and a three storey B8 warehouse building with basement (to replace the existing warehouse), with associated landscaping and parking.

## **2. Objectives**

The project objectives are:

- To take all reasonable steps to ensure that waste management controls are observed including Duty of Care.
- To minimise the amount of waste generated and maximise the amount of waste reused and recycled.
- To reuse as much waste as possible on-site. Where reuse on-site is not possible to identify the most appropriate waste management option in line with the waste hierarchy.
- To manage waste as close as possible to site location.
- To provide training to improve awareness of waste management issues with all employees and contractors and to ensure correct waste management practices are followed on-site.
- To achieve the reuse and recycling targets as specified in the plan in Sections 5.0 to 7.0.

## **3. Responsibilities**

The responsibilities in relation to the SWMP are set out below.

The 'Site Manager' is unknown at this stage. When appointed, the site manager will be responsible for implementation of the SWMP. Duties include but are not limited to:

- Ensuring waste is managed on site according to the SWMP. This includes ensuring appropriate segregation of waste on-site, making arrangements for the removal of waste from the site etc.
- Ensuring all employees and contractors understand their duties in relation to the SWMP. This includes organising appropriate training and giving toolbox talks
- Ensuring that records and documents as detailed in section 4, are held.
- Ensuring compliance with Duty of Care and other relevant legislation.

The Site Manager is the point of contact for all employees, contractors and waste contractors in relation to the SWMP and waste management issues.

All persons working on site are responsible for adhering to the SWMP. This includes attending training as specified and following arrangements for the movement and segregation of waste on site.

Details of all the contractors and waste contractors involved in the project, including responsibilities, are set out below.

### **Contractor (s)**

All contractors are listed in the table below with contact details. All contractors are responsible for adhering to the SWMP including:

- Contractors must attend training as directed by the Site Manager
- Contractors must follow arrangements for the collection and segregation of waste on site as specified in the SWMP or through training.
- All contractors are responsible for contacting the Site Manager if they are unclear about any aspect of waste or waste management on site.

<b>Contractor/Organisation Name</b>	<b>Contact Name</b>	<b>Telephone No.</b>	<b>Waste Management Responsibilities</b>
<b>Principal Contractor</b>			Arranging Waste Removals Document control (Waste transfer notes etc)
<b>Subcontractor (1)</b>			Advise PC of waste produced
<b>Subcontractor (2)</b>			Advise PC of waste produced
<b>Subcontractor (3)</b>			Advise PC of waste produced
<b>Subcontractor (4)</b>			Advise PC of waste produced
<b>Subcontractor (5)</b>			Advise PC of waste produced
<b>Subcontractor (6)</b>			Advise PC of waste produced
<b>Subcontractor (7)</b>			Advise PC of waste produced
<b>Subcontractor (8)</b>			Advise PC of waste produced

**Note : Table to be completed when the contractor has been appointed.**

### Waste contractors

- All waste contractors are responsible for adhering to the SWMP
- All waste contractors are responsible for ensuring compliance with Duty of Care including providing the appropriate records to the Site Manager.
- All waste contractors are responsible for ensuring waste is managed off-site as specified in the SWMP. They are responsible for ensuring the waste treatment facilities have a waste licence and that records are provided to the Site Manager.
- Waste contractors are responsible for removing waste off site and transporting to a licensed waste management facility.
- Waste contractors are responsible for providing adequate containers for the collection and segregation of waste as specified in the SMWP

The waste contractors are listed in the table below with contact details:

Waste Contractor	Contact details	Waste Management Responsibilities	License number and expiry
To be confirmed			

### 4.0 Document Register

The project will comply with all necessary Environmental Legislation. Details of the documents and records that will be kept to prove compliance and where they will be located are listed in the table below:

Document Name	Location of document	Record Retention time	Contact
SWMP	Electronically and on site in location tbc by site manager	6 Years	
Training Records	tbc by site manager	7 Years	
Waste Transfer Notes	tbc by site manager	5 Years	
Waste Consignment Notes	tbc by site manager	5 Years	
Waste Management License(s) for Waste Disposal Site(s)	tbc by site manager	6 Years	
Waste Carriers License(s) for Contractor(s) collecting waste	tbc by site manager	6 Years	

## 5.0 Waste Management Actions – Planning

The following decisions were taken by the Client/Designers in relation to the nature of the project, the design or the construction method in order to minimise the quantity of waste produced on site:

- Pre-demolition survey/audit will be undertaken and included in the contract documents. To be used as a key resource for the project.
- BREEAM Pre-Assessment has been carried out to identify the criteria that are targeted in section Wst 01, Construction Waste Management.
- Structural solutions which minimise materials and simplify the structure as much as possible have been considered. For example, pre-cast concrete slabs to be used rather than poured concrete.
- Design of residential terrace set out to be repetitive modules, therefore encouraging repetition and minimising waste. Design will utilise standard material modules as much as possible.
- Demolition of toilet facilities left until last to reduce waste from chemical toilets.
- Aim to reuse materials as much as possible; for example excavated soil to be reused in the landscaping
- Waste management to be integral to the procurement process, with the contractor involved from an early stage. The contractor will be required to develop a SWMP that includes a site storage and logistics plan.
- Avoid specification of deleterious materials.
- Ensure that site operatives are educated on waste reduction.
- Use of materials with a longer usable life wherever possible, e.g. retarders in mortar and concrete
- The team will adopt the waste hierarchy to minimise waste material to be transported to landfill, in order of *reduce, re-use, recycle/compost, energy recovery, landfill*. Materials derived from recycled and reused content will be targeted.

## 6.0 Waste Management Actions – Construction Stage

The following actions will be taken by the Principal Contractor in order to reduce the amount of waste generated throughout the project:

- Suppliers to be encouraged to deliver materials without packaging or with returnable packaging wherever possible.
- Plan 'just in time' deliveries to minimise damage/theft of materials on site.
- Allow sufficient storage space to be allocated to allow all waste to be properly segregated as they arise.
- Re-usable materials will be identified on site and removed for storage or re-sale.
- Re-cyclable and recoverable materials will be removed from site for processing in licensed facilities.
- Adequate protection to fragile materials will be specified, to minimise damage on site.
- Reuse of hoarding between phases
- Reuse of pallets etc

Details of the waste arising projected and the waste management actions proposed by the client at project planning stage are given in section 7.0.

The principal contractor must complete a new waste data sheet at least every 6 months and at the end of the project. The waste data sheets should detail the **actual** waste management actions taken.

## 7.0 Targets and Benchmarks for Waste Generated

### 7.1 Demolition Waste

Demolition of the existing B8 office storage warehouse building is required for the development. The scheme will maintain the B8 storage use throughout development, with the new storage facility built in Phase 1. Phase 2 will include the demolition of the existing storage facility and building of the new residential units. Demolition waste from demolishing the storage warehouse will be reused as much as possible for the construction of the residential units, and the landscaping of the site as a whole.

The exact volume of demolition waste cannot be calculated until the process takes places.

The approximate volume of the building to be demolished is 7,250m<sup>3</sup>.

The demolition waste will be dealt with following the waste hierarchy describe above, and re-used/re-cycled as far as possible. The target for the amount of waste to be diverted from landfill for demolition waste is 80% of the total volume (m<sup>3</sup>). Further review is required once the contractor is appointed and the final details of the landscaping are confirmed.

Note : BREEAM guidelines for the construction (non-demolition) waste are referenced in section 7.2 below. BREEAM does not include demolition and excavation waste in it's resource efficiency benchmark. It is often not possible to reduce the amount of demolition waste. BREEAM aims to ensure that, where D&E waste is generated, it is diverted from landfill and where possible reused for high grade use on site, to reduce the volume of new materials produced/required in the supply chain.

An indicative list of the major types of waste material that will be produced for re-use and recycling by the demolition are listed below:

Material	Recycling Potential
- Concrete	Concrete can be re-used on site for hard standing and smaller general site uses
- Glass	Glass can be recycled off-site, in a location as local to the site as possible.
- Brickwork and Blockwork	Potential to re-use some masonry for hard-standing and smaller more general site uses.
- Plasterwork/Ply/Timber	These can be recycled off-site. Timber could be reused for temporary site hoardings etc if appropriate.
- Roofing materials Asphalt and fibre cement tiles	Recycled off site
- Hazardous Waste	If any hazardous waste is found it must be disposed of in accordance with The Hazardous Waste (England and Wales) Regulations. An inspection will be carried out by specialist personnel prior to commencement of any demolition.

As stated above, a pre-demolition audit will be carried out by the Demolition Contractor, to maximise the recovery of material from the demolition.



## 7.2 Construction Waste

A BREEAM Pre-Assessment has been carried out for the development which sets targets in relation to Wst 01 Construction Waste Management. A compliant Resource Management Plan (RMP) will be developed and the main contractor will need to ensure that construction waste does not exceed:

- 13.3m<sup>3</sup> or 11.1 tonnes per 100m<sup>2</sup> of floor space.\*

This will mean the following maximum targets for the new build portions:

- New B8 storage.Total GIA = 1,419 m<sup>2</sup>  
Therefore, waste must not exceed 188.7m<sup>3</sup>/157.5 tonnes.

- New Residential.Total GIA = 973<sup>2</sup>.  
Therefore, waste must not exceed 129.4m<sup>3</sup>/108 tonnes.

Therefore, total waste from construction is limited at 265 tonnes and this is line with a 'better than standard performance' according to BREEAM criteria.

This is the maximum limit of targeted construction waste (non-demolition).When the contractor is appointed the CMP will be developed, and if possible we will endeavour to improve upon this figures.

The construction waste will follow the waste hierarchy described above, and be re-used/recycled as far as possible.The target for the amount of waste to be diverted from landfill for non-demolition waste is 70% of the total volume (m<sup>3</sup>). Further review is required once the contractor is appointed and the final details of the landscaping are confirmed.

\* Comparing this to the 'BRE Waste Benchmark Data by Project' from 26<sup>th</sup> June 2012, the BREEAM target values are more favourable as the former data references: Residential: 18.1m<sup>3</sup> waste per 100m<sup>2</sup> and Commercial (other) 17.4m<sup>3</sup> waste per 100m<sup>2</sup>.

## 7.3 Operational Waste

Facilities for refuse and recycling storage have been specified for the development in accordance with Islington Policy guidance.This includes a minimum of 480 litres of waste storage for the office section of the new B8 Storage/Office building as recommended by the Officer for Refuse and Recycling at Islington Council. (Note:The office area is just a small portion of the building as the majority of the building is self storage units, which would not be generating waste). 50% of this capacity will be retained for the storage of separated waste for recycling.

In compliance with the Code for Sustainable Homes guidance, one 1 bedroom unit requires 200 litres of Refuse and Recycling storage capacity and a further 140 litres for each additional bedroom, with at least 50% of this total storage capacity to be allocated for recycling. (This allow for maximum capacity of four double bedrooms per unit).

The communal refuse and recycle store for the residential will therefore be sized to a total capacity of 4,340 litres.

## **8.0 Waste Data Sheets**

Waste data sheets are to be completed at each project stage. When a contractor is on board this can be completed with a greater accuracy. A notional example is included in the table at planning application stage.

To ensure that waste management is an important consideration for the development, the tender documentation to find a suitable contractor will require that a waste management plan is provided to include waste data sheets for review. Waste data targets in line with those stated above will be referenced in the tender documentation.

If required, an accurate and more detailed waste management plan can be submitted to the Council as a 'pre-commencement' planning condition.

### 8.1 Waste Data Sheet (Example)

Waste Data Sheet	
Date Completed:	
Stage of Project:	
Report Number:	

[illegible]

## 9.0 Waste Storage and Containment

### Re-use and Recycling On-site

Materials that are re-used or recycled on site will be segregated and stockpiled in the designated areas below:

Site Location	Materials	Container Type (if applicable)
TBC by contractor and site manager when appointed	E.g. Wood, metal, plastic	Skip or wheeled container

### Re-use and Recycling Off-site

Materials that are removed from site for re-use or recycling will be segregated from the waste stream and collected in containers for transport. The location of collection and segregation area(s) and the materials that will be collected are listed below:

Site Location	Materials	Container Type (if applicable)
TBC by contractor and site manager when appointed	E.g. Wood, metal, plastic	Skip or wheeled container

### Disposal

Materials that are removed from site for disposal to landfill will be segregated from the waste stream and collected in containers for transport. The location of collection and segregation area(s) and the materials that will be collected are listed below:

Site Location	Materials	Container Type (if applicable)
TBC by contractor and site manager when appointed	E.g. Food waste	Skip or wheeled container

The contents of the waste containers will be identified by:

- .Colour coding according to the national colour coding scheme.
- .Skips will have signs displayed.

The following measures will be taken to ensure that waste does not escape or be accessible to scavengers:

- .Skips will have lids
- .Waste will be kept in secured fenced area
- .

All waste which can be reused or recycled as specified in the tables above must be segregated out of the waste stream by employees and contractors.

Contamination of the waste containers will be monitored by the Site Manager (or nominated person).

At the end of each day all employees and contractors must ensure that waste is moved to the appropriate area as specified above.

All lockable containers will be locked at the end of each day by the Site Manager (or nominated person).

Any problems found with arrangements for waste segregation should be reported directly to the Site Manager

## **10.0 Training**

The Site Manager is responsible for ensuring all employees, contractors and visitors receive a toolbox talk regarding implementation of the SWMP. The toolbox talk must include:

- .Why SWMP is required
- .Waste management issues.
- .Roles and responsibilities.
- .Waste minimisation arrangements.
- .Waste segregation arrangements.
- .Waste collection arrangements.

All training records must be kept in accordance with the Document Register in Section 4.0.

### 11.0 Measuring and Monitoring

The table below sets out the elements of the SWMP which will be monitored throughout the project. The Site Manager will be responsible for ensuring this monitoring takes place.

Monitoring Aspect	Frequency	Information Used to Monitor
Amount of demolition waste re-used/recycled versus predicted.	Must be monitored throughout demolition phase and after. At least every 6 months.	E.g. Waste contractor, amount of skips lifted etc.
Amount of construction waste generated from the residential new-build versus predicted.	Must be done at least every 6 months.	E.g. Waste contractor, amount of skips lifted etc.
Amount of construction waste generated from the new storage/office building versus predicted.	Must be done at least every 6 months.	E.g. Waste contractor, amount of skips lifted etc.
Cost savings achieved through implementation of the SWMP.	TBC depending on contract type and duration of build.	Post-completion methodology tbc

### 12.0 Declaration

I, the undersigned confirm that this SWMP plan was monitored on a regular basis to ensure that work was progressed according to the plan and that the plan was updated accordingly.

Any deviations from the original plan were due to:

- . tbc
- . tbc
- . tbc

	Name	Contact name	Signature	Date
Principal Contractor				

This section must be completed within 3 months of completion of the project and a copy of the SWMP must be handed to the Client.

## **WASTE DATA SHEETS**