

Site Waste Management Plan (SWMP)



The plan is applicable to all projects of a value over £300,000

AUTHOR: Name, Job Title & Company

1. PROJECT TITLE: Project Y

2. LOCATION: High Street, London

3. NATURE OF PROJECT:

Large modern secondary school in urban area

Scope of project:

- demolition of existing buildings and re-levelling of site
- construction of new school
- facilities management

Asbestos survey has been carried out: no asbestos found on premises.

Contract period should be assumed as 24 months (starting in July).

Situated on a main road, therefore access to site is limited with deliveries and vehicle movements carefully controlled.

4. PROJECT AIM

At Project Y we are committed to implement the project environmental plan and the SWMP so that it is effective, accurate and economical and ensure that the procedures put into place are working and are maintained.

5. MANAGEMENT

The Contracts Manager is the SWMP co-ordinator of the project and as such is responsible for ensuring the instruction of workers, implementation and overseeing of the SWMP. The ?????? Manager will monitor the effectiveness and accuracy during the routine site visits. Independent audits will also be completed by our safety consultancy via site inspections. Copies of these reports are forwarded to the GHSQE Manager for monitoring.

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Position	Name	Contact Details
Client		Head Quarters
Construction Director		Head Quarters
Contracts Manager		Project Office
Site Manager		Project Office
HSQE Manager		Head Quarters
Document Controller	TBA	

6. DISTRIBUTION

The Contract Manager shall distribute copies of this plan to the CDM Co-ordinator, Client, Site Manager and each Subcontractor where relevant/applicable. This will be undertaken every time the plan is updated.

7. INSTRUCTION and TRAINING

The Contract Manager will provide on-site briefing via induction of appropriate separation, handling, recycling, reuse and return methods to be used by all parties and at appropriate stages of the Project where applicable. Toolbox talks will be carried out regularly on waste issues and all subcontractors will be expected to attend. This will ensure that everyone feels they are included and that their participation is meaningful.

8. WASTE MANAGEMENT ON SITE











Surplus or waste materials arise from either the materials imported to site or from those generated on site. Imported materials are those, which are brought to the project for inclusion into the permanent works. Generated materials are those, which exist on the project such as topsoil, sub-soil, trees and materials from demolition works etc.

However, there are other considerations to waste management such as waste reduction, segregation of waste, disposal of waste, financial impacts of waste disposal and recording, monitoring, education and reviewing. This plan outlines the procedures that have been put in to place and demonstrate how they benefit the environment, how we can measure the effects and how these procedures and practices are sustainable.

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PRIORITISING WASTES REQUIRING WASTE MANAGEMENT ENABLING WORKS

(including DEMOLITION): Waste Type, Category and Origin

Waste Types eg bricks	Waste Category	European Waste Codes EWC	Colour Codes	Origin of Waste Demolition of existing buildings & walls.
Concrete	Inert	17 01 06	 Inert	Site Strip & Demolition
Tarmac	Inert	17 03 01	 Inert	Site Strip
Brick/Block	Inert	17 01 06	 Inert	Site Strip & Demolition
Timber	Active/bio	17 02 01	 Wood	Demolition Works
Subsoils	Inert	17 05 04	 Inert	Site Strip
Subsoils	Hazard	17 05 03	 Hazardous	Site strip
Metals	Active/Bio	17 04 07	 Metal	Site Strip & Demolition
Asbestos	Hazardous	17 06 05	 Hazardous	Demolition Works
Plasterboard	Active/Bio	17 08 02	 Gypsum	Demolition Works
Packaging		15 01 01 see note 1 15 01 02 see note 2 15 01 03 see note 3	 Packaging Plastics • Cardboard • Timber	Construction
Mixed		17 09 04	Mixed	Construction & Demolition

NOTE 1 15 01 01 is the EWC code for paper & cardboard packaging

NOTE 2 15 01 02 is the EWC code for plastic packaging

NOTE 3 15 01 03 is the EWC code for wooden packaging

9. WAYS OF MINIMISING WASTE

At **Project Y** we have, from a very early stage, looked at how we can minimise the waste produced, thereby reducing the amount of waste to be removed from the project. Trade Contractors, Design Team and Suppliers are all being encouraged to look at ways to minimize the amount of waste produced at the work face.

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Current Actions Table

Action	Responsibility	Date Action Commenced	How notified
Plasterboard sheets are made to standard sizes to suit the wall heights and to reduce the amount of off cuts/waste.	Design Team		CPHSP/ Meetings
The wash down point for the concrete wagons is in a suitable location so that the washed out aggregates formed part of the fill.	Principal Contractor		CPHSP Construction Phase Health & Safety Plan
Substructure - when the bases are being poured that we had other bases excavated Manager so that any surplus concrete could be utilised as blinding.	Construction Manager Principal Contractor		CPHSP
Materials, which arrive on pallets, are unloaded and the pallets are stored neatly and removed from site once the numbers are sufficient to make collection economical.	Site Foreman Principal Contractor		CPHSP
Apply all identified environmental risk & actions identified in the CPHSP	Operatives Site Manager Trade contractors		Method statements Risk Assessments CPHSP

All of the above act to reduce the amount of waste and surplus materials, which traditionally would be skipped and sent to landfill. We are continually identifying waste minimisation actions and these will be updated in the above table.

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10. SEGREGATION

A specific area shall be laid out and labelled to facilitate the separation of materials for potential recycling, salvage, reuse and return. Recycling and waste bins are to be kept clean and clearly marked in order to avoid contamination of materials. The labelling systems shall be the Waste Awareness Colour Coding Scheme. If the skips are clearly identified the bulk of the workforce will deposit the correct materials into the correct skip. Skips for segregation of waste identified currently are:

- Wood
- Metal
- Brick/rubble
- Canteen waste

As works progress and other trades come to site other skips will be placed to enable certain waste to be removed from site. This is likely to include:

- Plasterboard
- Paper and cardboard (bagged up)

11. MANAGEMENT

Waste materials fall into three categories for management, these are:

- Re-use
- Recycle
- Landfill

Re-used

If surplus materials can be used in the permanent works they are classified as materials, which have been **re-used**. If they are surplus to requirements and need to be removed from site and they can be removed and used in their present form, they can be removed from site for **reuse**.

Recycling

If the surplus material cannot be re-used in its present form but could be used in a different form, it is sent for **recycling** such as 50x50 timber to make chipboard.

Landfill

If either of the above cannot be satisfied then the only option left is to send the surplus

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materials to *landfill*. At Project Y landfill is always a last resort.

SAMPLE

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WASTE MANAGEMENT CYCLE

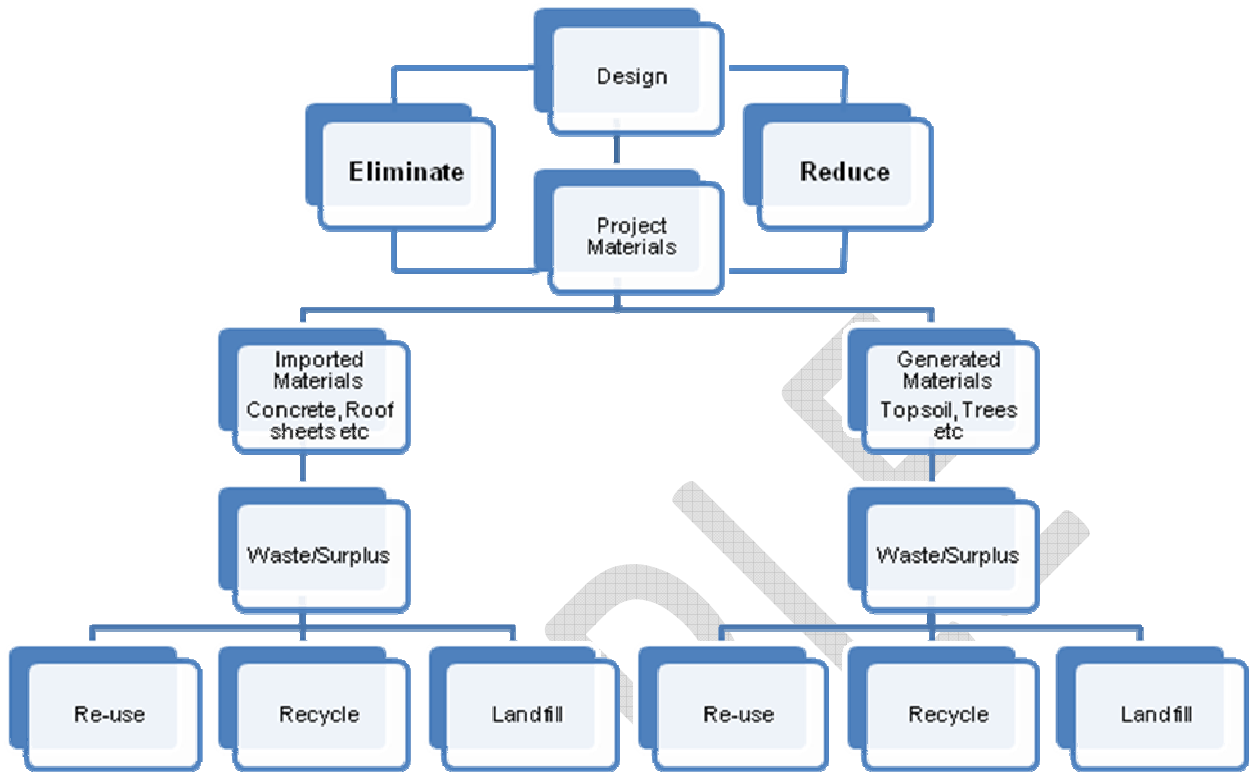


TABLE FOR WASTE TYPES & WASTE MANAGEMENT PACKAGES

Waste Types	Waste Stream
Enabling Works (including Demolition)	
Concrete	Re-use onsite
Tarmac	Re-use onsite/dry
Bricks/blocks	Re-use onsite
Timber	Recycle
Subsoils	Re-use onsite/recycle
Metals	Scrap Value
Asbestos	No usage/Landfill
Plasterboard	Return/recycle/Landfill
Construction Works	
Plasterboard	Return/recycle
Bricks/blocks	Recycle
Timber	Recycle
Cardboard	Recycle
Mortar	No usage/dry to skip
Metals	Recycle
Paints	Recycle
Soils	Use/sell

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The skips need to be monitored to ensure that contamination of segregated skips does not occur. Therefore we will advise regularly on how the waste management system is working and point out that an uncontaminated skip for recycling costs typically £55 but should it get contaminated then it has to go direct to landfill at a cost of typically £89 per skip and this price is continually increasing.

We will continually review the type of surplus materials being produced and where we can change the site set up to maximise on re-use or recycling and **the use of landfill will be the last resort.**

The plan will be communicated to the whole project team (including the client) at the regularly. Business wide updates including the KPIs will be communicated and discussed at IMS and Management meetings

The plan will also be analysed by the Group HSQE Manager to produce KPIs and will be responsible for transferring and advising any best practice and solutions throughout the company. Our prequalification process identifies compliant waste management companies with records maintained on file.

SITE WASTE MANAGEMENT PLAN (SWMP) IMPLEMENTATION CHECKLIST

Checks – please tick <input checked="" type="checkbox"/> yes or no	Yes	No
Have terms and commercial rates been agreed with contractor(s)?	✓	
For offsite or disposal are all the waste destination details verified?	✓	
Has a waste segregation / collection area been prepared?	✓	
Has the waste area been adequately sign posted?	✓	
Has the SWMP document control / filing system been set up (site safety pack)?	✓	
Have all necessary staff and contractors had the SWMP transmitted?	✓	
Have all the SWMP training / induction procedures for staff been met?	✓	
Have all the SWMP training / induction procedures for contractor/s been met?	✓	
Has the SWMP been approved by the Contracts Manager?	✓	
Comments / Further Actions:		
Include Waste Management Plan within Tender Documentation/ CPHSP		

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RELEVANT SIGNATURES

Contracts Manager:

Date:

Site Manager:

Date:

SAMPLE