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
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1.0 PROJECT DESCRIPTION

The project comprises:- basement and full refurbishment

Refer to project requirements

2.0 DEFINED ROLE HOLDERS UNDER SWMP REGULATIONS

<table>
<thead>
<tr>
<th>Principal Contractor</th>
<th>Client</th>
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</table>
| Clearly Renovations Ltd.  
Brampton House  
Scabharbour Road  
Hildenborough  
Kent TN11 8PJ | |
| Contact Name: Jeremy Bayliss  
Telephone No: 07747 023335 | Contact Name:  
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 landfill.

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 Contactor 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 used on a 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 for 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 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 min 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](http://www.netregs-swmp.co.uk) for further information.
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.
# Site Waste Management Plan  Pre Construction

**Project Name**: Lansdowne Road  
**Person filling in this form**: Maxine Williams  
**Project Start Date**: February 2014

**Client**  
**Date SWMP Prepared**: 10th 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**:

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Pre Construction Decisions</th>
<th>Reasons for any Deviation from the Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Grab and load lorries and hire of skips for removal and disposal of general waste.</strong></td>
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<td><strong>TO BE COMPLETED BY THE CLIENT AT THE END OF THE PROJECT.</strong></td>
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## Client - Pre Construction Assessment

### Waste Description (m3)

<table>
<thead>
<tr>
<th>Waste Description</th>
<th>Re-Used On Site</th>
<th>Re-Used Off Site</th>
<th>Recycled On Site</th>
<th>Recycled Off Site</th>
<th>Exempt Site</th>
<th>Landfill Site</th>
<th>Special Site</th>
<th>Transfer Note</th>
<th>Site Licence</th>
<th>Special Licence</th>
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### 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
---|-----------------|-----------------|-----------------|-----------------|-----------------|-------|------

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**  
Signed on behalf of the **Principal Contractor**  
Mr Jeremy Bayliss…………………………………………………. 
| 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 |
| 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**

<table>
<thead>
<tr>
<th>Waste Description</th>
<th>Reused / Removal Date</th>
<th>Reused On Site</th>
<th>Reused Off Site</th>
<th>Recycle on Site</th>
<th>Recycle off Site</th>
<th>Exempt Site</th>
<th>Landfill Site</th>
<th>Special Site</th>
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**MUST BE COMPLETE FOR MORE DETAILED SWMP’s**

Person Removing Waste Req’d | Written Waste Copy | Waste Permit Copy | Carrier Reg No Req’d | Waste Site Location Req’d | Cost £ | Totals

13 Lansdowne Road Site Waste Mgmt plan
### Site Waste Management Plan Final Assessment

<table>
<thead>
<tr>
<th>Waste Description (m³)</th>
<th>Recycled On Site</th>
<th>Recycled Off Site</th>
<th>Exempt Site</th>
<th>Landfill Site</th>
<th>Special Site</th>
<th>Original Totals</th>
<th>Actual Totals</th>
<th>Original Cost +/£</th>
<th>Actual Cost +/£</th>
<th>Saving +/£</th>
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### General Comments

Reasons for any Deviation from the Plan

### Principal Contractor Project Summary

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