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**Bedell Corporate Trustees
Limited and**

Atrium Trustees Limited

**as joint trustees of the
Burton Road Unit Trust**

Branston Depot

**Site Waste Management
Plan (SWMP)**

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1.0 CHANGE RECORD SHEET

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2.0 NATURE OF THE PROJECT

The project proposed involves the construction of approximately 510 no residential housing units with a possible retail/ commercial use of the listed building on site. There will be a mix of 2, 3 and 4 bedroom 2 storey houses. Associated with these house types are a mix of single and double garages. The project will also include the demolition of 4 no warehouses and ancillary buildings including 2 no substations.

The project is located at Branston Depot, Burton Road, Burton upon Trent. The site is currently occupied by buildings and infrastructure associated with the existing B&Q depot.

The site covers an area of approximately 20.3 hectares and is situated at the centre of a triangular shaped residential area which is bound to the north east and north west by railway lines and to the south by the B5018 Burton Road. To the south of the site, beyond Burton Road, lies the un-developed flood plain of the River Trent.

Construction related works have no specified start date until planning approval is achieved. This project has been commissioned by Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust (the client), with a currently undetermined party operating as the principal contractor.

Prior to the development of this Site Waste Management Plan (SWMP) the following strategic decisions will be made by the project team to ensure that specific, and overall, project generated waste will be eliminated or reduced at the earliest stage:

- The minimisation of waste will be considered during the design of the development;
- Any demolition arisings will be reused in the construction of the roads;
- The arisings from the removal of existing foundations will be crushed to 6F2 standard, as per Wrap Quality Protocol for the production of aggregate from inert waste, and re-used throughout the construction phase;
- The design of the ground works using driven piles will result in zero arisings during this phase of the works; and
- During construction, methods to minimise the waste produced and the segregation of waste to maximise the opportunities of recycling or reuse of all wastes will be implemented on site.

3.0 PURPOSE OF THE SITE WASTE MANAGEMENT PLAN

3.1 Site Waste Management Plan

There are numerous items of regulation that make direct or indirect reference to waste, all of which will be identified and reviewed in line with their applicability to Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust operations.

The purpose of this SWMP is to describe the procedure by which waste will be managed by Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust during the lifetime of this project.

The document will also act as a guide to project/construction personnel on how to manage all types of waste, in accordance with statutory and best practice requirements.

This SWMP has been developed in line with the requirements of the SWMP Regulations 2008 (enacting Clause 54 of the Clean Neighbourhoods and Environment Act 2006). Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust reserves the right to amend the SWMP accordingly, to ensure full compliance with any future legislation or changes to the existing regulatory framework.

The key benefits of having a SWMP for the client and associated contractors include:

- Providing a structured and forward thinking approach to waste management on site;
- Assisting with compliance of internal quality and environmental management systems and associated performance targets;
- Greater control of regulatory risks relating to virgin materials, waste storage, handling and disposal at a site level;
- Greater transparency with interested parties including Code for Sustainable Homes (CfSH) Assessors, Local Authority and the Environment Agency (EA);
- Compliance with likely future contractual requirements from clients and agents such as Housing Associations (HA's) and Homes and Communities Agency (HCA);

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- Identifying savings through improved resource efficiency, ordering, materials storage & handling to eliminate waste at source; and
- Enhance waste storage and segregation practices to facilitate higher recycling and recovery potential on site.

3.2 SWMP Management Arrangements

<u>Company</u>	<u>Position</u>	<u>Name</u>	<u>Contact Details</u>
<u>Demolition, Groundworks & Construction</u>			
TBC	Projects Director	TBC	TBC
TBC	Project Manager	TBC	TBC
TBC	Ste Manager	TBC	TBC
TBC	Demolition Contractor	TBC	TBC
TBC	Roadsand Sewers	TBC	TBC
TBC	Ground Worker	TBC	TBC

Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust will appoint the **Project Manager** to take overall responsibility for the implementation of the SWMP and wastes generated on site during the lifetime of the project. The **Project Manager** is responsible for instructing subcontractor construction managers, overseeing and documenting progress against the SWMP.

Support will be provided via contractor specific waste champions who will act as intermediaries with their personnel on site, identifying opportunities for improvement and communicating effectively the objectives of the SWMP. Further details on specific duties can be found in the roles and responsibilities **section 5**.

3.3 Communication, Training & Distribution of the SWMP

Copies of this SWMP will be made available to all principal and subcontractors at tender stage for reference. The SWMP will also assist in defining terms and conditions relating to waste management on site during the project lifetime. In addition to these key project partners, the **CDM Coordinator** will have full access to this SWMP in order

for comments to be made with regards to any additional health and safety requirements envisaged as part of the development of this project.

A copy of the latest version of the plan will be displayed in a prominent location on site including the site manager's office and the signing in area.

All parties noted in **section 3.2** on the distribution list for this SWMP will receive the latest version of the SWMP by the **Project Manager**, with the responsibility for removing superseded copies (hard copy and electronic format) with those on the distribution list (in their relevant work area).

Training and communication of this SWMP will be made by the following means:

- within the site induction;
- formal training course on waste management; or
- the delivery of toolbox talks by the principal / sub contractor or waste champion

and will be provided to all personnel working on this project. This shall be implemented in order to highlight the importance of the SWMP and individual responsibility in ensuring effective waste minimisation and management on site.

3.4 Waste Identification

The Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust project team has investigated all likely waste streams generated from the project, where possible at this stage approximate volumes of material have been identified. The SWMP also assigns percentage targets to achieve in terms of re-use, recycling and disposal of material both on and off site (wherever possible at this stage), in order to identify opportunities for savings in both financial and environmental terms.

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The details of which are as follows:

WASTE CATEGORY	TYPE OF MATERIAL	ESTIMATED VOLUME (m3)	% TARGET & METHOD OF TREATMENT / DISPOSAL
Demolition			
INERT	Excavated materials – inert concrete and stones, tarmac	20,800	100% re-use on site
NON HAZARDOUS	Steel frame, tanks	TBC	XX
HAZARDOUS	Asbestos cladding, oil contaminated from substations, redundant transformers	TBC	XX
Remediation			
INERT	Excavated materials	TBC following further investigation	
NON HAZARDOUS		TBC following further investigation	
HAZARDOUS	Excavated materials	TBC following further investigation	
Groundworks			
INERT	Excavated materials from foundations, concrete, brickwork and blockwork.	TBC	
Construction			

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INERT	Excavated materials from foundations, concrete, aggregate.	700	70% recycled off site
NON HAZARDOUS	Plasterboard, insulation materials, general waste, wood, chipboard & MDF (inc form works waste timber), vegetation, wiring / plumbing, plastics (inc packaging), empty paint tins / mastic tubes etc	2000	15% recycled off site
HAZARDOUS	Aerosols	0	N/A

The assessment includes site-generated wastes (e.g. arisings and construction specific waste such as concrete break out / re-bar) and imported materials (e.g. imported secondary aggregates/ subsoil).

The Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust project team will ensure the principles of the waste hierarchy (eliminate, reduce, reuse, recycle, disposal) have been applied to this SWMP to enable best practice on site and to improve the overall sustainability of the project. It is intended that this SWMP will evolve during the course of the project and as such, regular monitoring and reviews will be undertaken (see section 3.8) to ensure continual improvement, legal compliance and that cost effective solutions are in place.

3.5 Recycling & Reuse initiatives

As part of the development of this SWMP the following initiatives have been reviewed and agreed upon, aiming to reduce the amount of waste produced in the first instance, and assisting in the recycling and reuse of waste as an alternative to off site disposal.

Recycling Off Site:

- Soils – recycled at licensed / permitted facility;
- Aggregates - recycled at licensed / permitted facility;

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- Wood - recycled at licensed / permitted facility;
- Metals- recycled at licensed / permitted facility;
- Plastic packaging – recycle at licensed / permitted facility
- Paper and cardboard – recycle at licensed / permitted facility
- Plasterboard – recycle at licensed / permitted facility

Recycling On Site:

Concrete and demolition wastes processed (e.g. crushed) to specification (e.g. 6F2). Under Environmental Permitting Regs (EPR) 2010, Schedule 3 U1, Use of Waste in Construction exemption required with limits and maximum 12 months storage.

Re-Use on Site:

Re-use of site arisings identified before works started in planning or SWMP documents. No exemption required (under Environmental Permitting Regs (EPR) 2010) as not classed as waste.

Demolition waste without need for processing (e.g. concrete / bricks etc) and materials crushed or processed to WRAP quality protocol. Under Environmental Permitting Regs (EPR) 2010, no exemption required as not classed as waste.

Re-use on another construction site

- Concrete and demolition wastes crushed and processed to WRAP quality protocol. No exemption required (under Environmental Permitting Regs (EPR) 2010) as not classed as waste.
- Concrete and demolition wastes not processed. Under Environmental Permitting Regs (EPR) 2010, Schedule 3, U1 Use of Waste in Construction exemption required with limits and maximum 12 months storage.

3.6 Waste Storage Options

The following waste storage facilities/ arrangements are to be made for this site:

- Builders skips/ Rear End Loaders (RELs), for
 - General Waste;

- Brick & Rubble (where no further use feasible);
 - Wood;
 - Cardboard and paper; and
 - Metals.
- Stockpiles (for arisings) with removal via use of a grab lorry.

3.7 Waste Disposal Options

The placing of waste disposal contracts will, where possible, consider the implications of long distance travel in terms of health and safety risk, commercial terms and increased emissions from vehicles. Wherever possible contracts are to be awarded as locally as possible.

All disposal contracts will be listed within the Site Waste Matrix (see **Appendix A** for template). This is to be updated regularly with any additional service providers, changes in destination sites or additional waste streams being generated. The responsibility for ensuring the matrix is completed and kept up to date is the **Project Manager**.

Any previously unidentified hazardous or non hazardous wastes encountered during the construction works will be pre-treated prior to disposal to landfill. The methods of pre-treatment will be identified at the time to enable the waste to meet the 'three-point test':

1. It must be a physical, thermal, chemical or biological process including sorting;
2. It must change the characteristics of the waste;
3. It must do so in order to;
 - (a) reduce its volume, or
 - (b) Reduce its hazardous nature, or
 - (c) facilitate its handling, or
 - (d) enhance its recovery.

Source segregation can be seen as a pre-treatment option and as such can be applied to waste generation on site including general waste and arisings.

A declaration stating the pre-treatment method applied to the waste MUST be appended to any waste transfer note (WTN) for non hazardous waste being disposed of to landfill, the **Site Manager** will ensure this accompanies the WTN.

3.8 Monitoring and Measurement

The effectiveness of the SWMP will depend upon the enforcement of its requirements on site and include monitoring to be made by the nominated **Waste Champion** and **Site Manager** on site. Responsibility for the formal recording of waste movements shall be completed by the **Waste Champion** and is to be recorded on a **weekly** basis as follows (1) **Principal Contractor** using the form provided by Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust an example of which is provided in **Appendix B**; or (2) Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust **Site Manager** – sends all transfer notes into office to **Project Manager**. It is the responsibility of the **Project Manager** to ensure the weekly sheets/ transfer notes are collated and that the data is inputted into the nominated monitoring tool.

A 'spot check' will be made in relation to the completeness of any WTNs and any Hazardous Waste Consignment notes against the Site Waste Matrix (**Appendix A**) to ensure both accuracy of data entered into the monitoring tool, and compliance with regulations on site.

If any problems are identified during the lifetime of the project in relation to exceeding the expected SWMP waste stream volumes, failure to meet stated targets or issues relating to cost effective and legal transfer of waste materials, then they are to be escalated to the clients **Project Manager** for further discussion on the best solution. This may trigger a review of the SWMP in relation to realistic targets.

This SWMP will be reviewed **at least every six months** during the lifetime of the project by the Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust **Project Manager** and the individual contractor's Waste Champions are to ensure that estimated targets are being achieved and that realistic solutions are provided for unplanned events or abnormal wastes.

3.9 Project Completion

Within **three months** of completion of the project, the Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust **Project Manager** will review the SWMP and ensure that it is updated to reflect the following:

- Confirmation that the plan had been monitored and updated on a regular basis to ensure work progressed according to plan;
- A description of any lessons learnt from any differences in circumstances between the first draft of the plan, any subsequent updates and actual final performance (including detailed explanation as to why targets have not been met *if applicable*). Information to be provided as to how any associated corrective actions will be incorporated into future projects / management system controls;
- A comparison of the estimated quantities of each waste type against the actual quantities of each waste type (by completion and sign off of final SWMP project closure section noted as **Appendix C**); and
- An estimate of the cost savings that have been achieved by completing and implementing this SWMP.

Retention of the SWMP and associated records must be retained for a minimum of **three years** after the completion of the project. Records will be archived at the Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust head office.

4.0 PROJECT WASTE POLICY

Section 3.4 identifies the wastes expected to be produced on this project and its associated disposal routes. In order to ensure these wastes are dealt with in the most appropriate manner, the following MUST be implemented on site by all Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust personnel and contractors working for or on their behalf.:

- 1) All materials on site are to be handled efficiently:
 - a) A nominated person needs to ensure ordering is monitored closely, preventing over ordering (as this can result in waste production);
 - b) Ensure dedicated storage yard / area provided and that materials susceptible to water damage (e.g. cement bags / plasterboard) are stored within weatherproof area;
 - c) Ensure materials stacked / stored in a manner that will not result in damage; and
 - d) Ensure stores are locked when not in use to prevent misuse or vandalism.
- 2) Provision of suitable containers for the collection and storage of identified waste streams to be provided across the site;
- 3) Dedicated waste storage area with suitable hardstanding for containers to be established (e.g. open builders skip / Rear End Loaders REL), in a secure location, preferably set back from public access (to prevent fly tipping). Area to be suitably signed, clearly identifying permitted wastes (aiding segregation) and marked on both the site plan and the traffic management plan;
- 4) Provision for hazardous wastes to be made as necessary, timescales of which will be dictated by the project phase and likelihood of generation, e.g.
 - a) Used aerosols – throughout the lifetime of the project; store in segregated and labelled container e.g. empty 205L drum / wheelie bin;
 - b) Asbestos containing materials in residual structures;
 - c) Contaminated arisings encountered during remediation of contaminated land for Brownfield developments or hot spot removal exercises;

- d) Contaminated ground due to poor refuelling practices/ accident on site.
- 5) All waste transfers from site **MUST** be dealt with in strict accordance with the Waste (England and Wales) Regulations 2011 (as per section 34 of the Environmental Protection Act 1990). This will be enforced on site ensuring the commitment made by Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust and its associated contractors is assured. See **section 7** detailing transfer documentation requirements and the use of the Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust Site Waste Matrix.
- 6) Production, or likely production, of hazardous wastes to be notified by the contractor specific waste champion to the Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust **Site Manager** in a timely fashion to enable agreement on best way forward. The Hazardous Waste (England & Wales) (Amendment) Regulations 2009 introduce a limit of 500kgs of hazardous waste produced in any year before a site needs to be registered. Prior to any transfer of hazardous waste, only on sites where over 500kgs of hazardous waste per year is anticipated in the SWMP or has arisen from existing activities, the **Project Manager** will ensure the site has been registered as a hazardous waste producer and that this registration is still valid (registrations last for 12 months) for the period in which the consignment is expected to be removed.

5.0 ROLES AND RESPONSIBILITIES

It is vital, for the SWMP to be successfully implemented, that key roles and responsibilities for waste management be clearly defined, documented and communicated.

Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust are responsible for establishing and maintaining the project SWMP and for making available the necessary resources to ensure that the SWMP is fully implemented. A series of key roles that have been identified include:

Projects Director

- Responsibility to ensure suitable resources are made available during the pre-construction phase within the technical team to ensure the SWMP can be initiated and produced as a key input into the tender stage.
- Responsibility to ensure suitable resources are made available during the construction phase within the construction teams in relation to working towards the requirements of the SWMP.
- Ensures the Project Manager is aware of his responsibilities and that these are enacted on site.
- Responsible for the initiation of the SWMP at design / concept stage, liaising directly with the Project Manager.
- Responsible for estimating total volumes of waste expected to be generated by the project.
- Responsible for the setting of targets relating to re-use, recycling, and disposal of wastes on and off site.
- Responsible for identifying key SWMP related issues to contractors at tender stage, including information required to complete the site waste matrix.
- Responsible for the sign off of the project once completed in conjunction with the Project Manager.

Project Manager

- Overall responsibility for the implementation and ongoing monitoring of the SWMP.

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- Responsibility for the production and issue of the site waste matrix to sites.
- Responsibility for the collation of weekly data sheets / transfer notes relating to waste management and the input of data into the nominated monitoring tool.
- Responsible for the sign off of the project once completed with the Project Director.

Site Manager

- Responsible for on site operations and the assignment of resources on site to meet the requirements of the plan.
- Responsible for signing WTNs and assigning responsibility for this to nominated person on site in his absence.
- Responsible for arranging for all waste transfer notes / weekly summary sheets to be sent to the Project Manager on a weekly basis.
- Responsible for the identification of a suitable waste champion who will deal with the ongoing monitoring and enforcement of the SWMP at an operational level.

CDM Coordinator

- Responsibility to liaise directly with Project Director and Project Manager regarding health and safety related issues and the SWMP.

Contractor Waste Champion

- Responsible for the effective communication of the SWMP to his operatives and ensures enforcement of the SWMP at an operational level, e.g. identifying areas for improvements where segregation is not being followed.
- Responsible for the delivery of relevant toolbox talks where necessary.

Waste Broker

- Responsible for assigning waste carriers and legally compliant disposal operations on certain sites.

6.0 IDENTIFICATION OF WASTE (INCLUDING SOILS)

“Waste” is defined as any object or substances that either the holder discards; intend to discard; or is required to discard.

“Holder” has a broad definition and can refer to the original producer, the person in possession of the waste and anyone who changes the characteristics of the material (e.g. pre-treating or mixing).

Should material be removed from site where the material was generated it will be classified as waste and as such will need to be disposed to a suitably permitted facility (landfill / transfer station) or exempt site (e.g. golf course with exemption U1 exemption under the 2010 Environmental Permitting regime). However, alternatives to defining the material as waste also exist, such as the CLAIRE Code of Practice, which should be investigated wherever possible to assure compliance and a commercially sensitive solution is in place.

7.0 TRANSPORT & REGISTERED CARRIERS

All waste generated on the project must be dealt with legally as per the site waste matrix (see **Appendix A**). Any person working for, on behalf of, Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust that transports waste from the project site MUST be registered (licensed) as a waste carrier, including Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust. Registrations, more commonly referred to as Waste Carriers Licenses (WCL), last for three years from the date of issue or renewal, the details of which are entered on the site waste matrix for cross reference when checking waste transfer notes.

All movements of waste from site MUST be accompanied by a Waste Transfer Note (WTN). WTNs must detail specific information regarding the type of waste produced, it's 6 figure European Waste Catalogue (EWC) number, the address of the producing site – Branston Depot, Burton Road, Burton Upon Trent, the waste carrier's details including WCL No., the quantity of waste, how it is contained (e.g. 8yrd skip), address of the receiving site (e.g. landfill) and the Environmental Permit or Waste exemption No. associated with the receiving site.

New requirements under the Waste (England and Wales) Regulations 2011 also require the WTNs contain the 2007 Standard Industrial Classification (SIC) Code (e.g 41.20/2 for Construction of domestic buildings) and a declaration to confirm that the waste hierarchy has been applied. The same requirement is applicable to hazardous waste consignment notes, but the 2003 SIC coding must be used (e.g. 45.21/2 for Construction of domestic buildings).

Since 28th September 2011 THE WASTE PRODUCER (i.e. Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust) must ensure all waste transfer notes also identify what measures within the waste hierarchy were applied to the waste before waste is removed from site with the following declaration (usually provided by the carrier on their updated WTNs):

- "I confirm that I have fulfilled my duty to apply the waste hierarchy as required by regulation 12 of the Waste (England and Wales) Regulations 2011".

If the material is non hazardous waste and it is destined for disposal directly to landfill, pre-treatment must have been applied (see Section 3.7) and a declaration detailing treatment applied appended to the WTN.

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By signing a WTN you are confirming that all the details are correct and that the material is to be sent by a licensed waste carrier to a suitably licensed receiving site, permitted to receive that type of waste. Your signature is binding of this fact and completes the WTN as a legal document, which must be retained for a minimum of two years (three years if it is hazardous waste).

As this is clearly a lengthy and often complex process, Bedell Corporate Trustees Limited and Atrium Trustees Limited as joint trustees of the Burton Road Unit Trust has simplified the checking of WTNs by creating the site waste matrix (see **Appendix A**). This details all of the key Duty of Care information required to ensure compliance with the legislation and WTNs must be checked for completeness against the matrix before waste is transported off site. The responsibility for this resides with the **contractor's waste champion, the site manager or a nominated representative** with access to the latest version of the site waste management matrix. In essence, this process then becomes a "spot the difference" exercise against the matrix.

8.0 APPENDICES

Appendix A – Branston Depot Site Waste Matrix

Hazardous Waste Premise Code: TO BE ENTERED IF APPLICABLE – and Expiry Date (If over 500kgs of hazardous waste produced over a 12 month period)

Hazardous Waste 2003 SIC Code: Construction of domestic buildings 45.21/2

Controlled Waste 2007 SIC Code: Construction of domestic buildings 41.20/2

Company providing waste disposal	Waste	DESTINATION OF WASTE					
	Waste Type and European Waste Catalogue Code (EWC)	Person Responsible for Disposal (e.g. Site Mgr, contractor waste champion)	Name of Waste Carrier	Waste Carrier's Licence No, expiry date & Validated with the EA?	Disposal Site Name and Address	Type of site (e.g. Landfill, Transfer Station or Exempt Site)	Waste Management License (WML) Exemption Cert. No. (& expiry date) or WML No. or PPC Permit No & Validated with the EA?
xxx Waste Management	Aggregates 170107	Ste Manager	XXX Skip Hire Ltd	NSO/XXXX valid to 12/ 12/2012 per EA public register website	XXX Skip Hire Ltd.,	Waste Transfer Facility	EAWML/XXX per EA public register website
	Cardboard & Paper 150101						
	Inert soils 170504						
	Metals 170407						
	Plastics 170203						
	Mixed construction 170904						
	Wood 170201						

Site Waste Management Plan (SWMP)

Appendix B - Weekly SWMP Monitoring Sheet

Site Waste Management Plan – MONITORING SHEET

Project name: -	Branston Depot			
Date when this sheet was filled out:				
Project Phase (optional)	1) Demolition	2) Remediation	3) Enabling Works	4) Construction
	✓			
Project address/location	Branston Depot, Burton Road, Burton Upon Trent.			
Principal contractor				
Person completing this form (Site Manager).				

Types of waste arising (add more rows if needed):									
Material:	EWC Code	Quantity (identify Skip Size & No Skips, wagons or m ³) + Identify Waste Transfer Note Ref + Date, & identify the destination of waste including treatment as per boxes below							
		Re-used on site	Re-used off-site	Recycled for use on-site	Recycled for use off-site	Sent to recycling facility	Sent to WML exempt site	Landfilled	Imported to site

Inert									
Soil & stones	170504								
Concrete	170101								
Damaged Bricks, blocks, tiles, etc	170107								
Wood	170201								
Glass	170202								
Road sweeping	200303								
Mixed construction & demolition	170904								
General Waste	200301								
Cardboard & paper	200101								
Metals	200140								
Plastics	170203								

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Appendix C - Site closure sign off

I, **XXXXX** confirm that this project is now completed and that a formal review of the SWMP has been made and confirm the following:

- that the plan has been monitored and updated on a regular basis to ensure work progressed according to plan;
- the following lessons have been learnt regarding the development and delivery of this SWMP:
 - The design of the project XXX
- the project achieved / did not achieve its stated SWMP targets (**state which ones if not achieved**) with the following rationale as to why this was not achieved:
 - XXXXXX
- the following is a comparison of the estimated quantities provided in the first draft of the SWMP of each waste type against the actual quantities;

WASTE CATEGORY	TYPE OF MATERIAL	ESTIMATED VOLUME (m ³)	% TARGET & METHOD OF TREATMENT/ DISPOSAL	ACTUAL VOLUME & % ACHIEVED
Demolition - INERT	Excavated materials – inert concrete and stones	XXX	100% re-use on site	
Construction - INERT	Excavated materials for foundations, concrete & aggregate	XXX	70% recycled off site	
Construction - NON HAZARDOUS	Excavated materials for foundations, concrete & aggregate	XXX	15% recycled off site	
HAZARDOUS	Aerosols	XXX	NA	Zero

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- an estimate of the cost savings that have been achieved by completing and implementing this SWMP £XXX.

This SWMP and associated records (e.g. WTNs) will be retained for a minimum of **three years** after the completion of the project, and retained at the following location, R Estates Ltd. office.

<p>SWMP signed off by:</p>	<p>SGN NAME</p>	<p>Project Manager</p>	<p>Date:</p>	
<p>SWMP signed off by:</p>	<p>SGN NAME</p>	<p>Project Director</p>	<p>Date:</p>	