



Foreman

Homes Limited

SITE WASTE MANAGEMENT PLAN

In support of a Full Planning Application for the residential redevelopment of 18 dwellings at Ranelagh Road, Havant

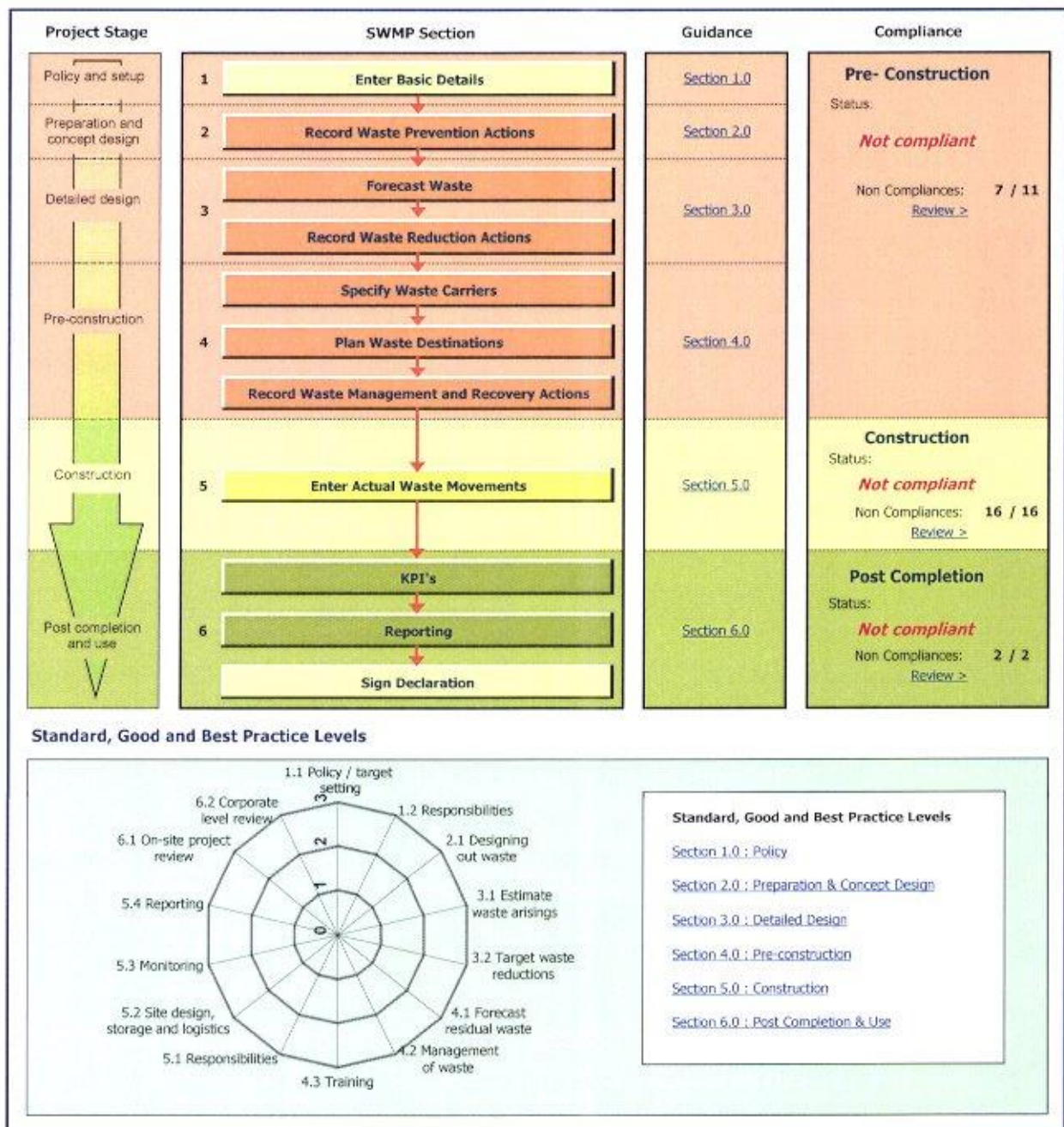


Steve Carrington BA(Hons) DipTP MRTPI,
PLANNING DIRECTOR.



Site Waste Management Plan

Version 2.0



Basic Details

Client name :	Foreman Homes Limited
Principal contractor :	Foreman Homes Limited
Owner of document :	Michael Avery
Project title :	Ranelagh Road
Project Reference :	
Project location :	havant
Project postcode :	PO9 1NR
Construction value :	
Type of construction :	Residential

Metrics

Please select metrics applicable to your project. These metrics are then used in the KPI sheet to track your progress.

Metric	Amount	Unit

Project targets

Please select project targets applicable to your project

Target	Amount	Unit

Schedule

Start date :	TBA	dd/mm/yy
Completion date :		dd/mm/yy

Persons legally required to be identified (SWMP Regulations 2008 Section 6 (1))

Position	Name	Contact Details
Client	Foreman Homes Limited	
Principal Contractor	Foreman Homes Limited	
Site Waste Management Plan Drafter	Michael Avery	
Others (not legally required)		
Client WM Representative (if applicable)		
Project Manager		
Waste Management Coordinator/Champion		
Design Coordinator		
Document Controller / Secretary		

Confirmation that the plan has been monitored on a regular basis to ensure that work is progressing according to the plan and that the plan was updated in accordance with the SWMP Regulations (2008). Required for all projects

	Signed by:	
	Organisation:	
	Position:	
	Date:	

	Signed by:	
	Organisation:	
	Position:	
	Date:	

Explanation of any deviation from the plan. Required for all projects (Required for projects over £500,000)

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2	
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7	

Where relevant, drawing on any lessons learnt, an action plan to address these for the next project (Required for projects over £500,000)

1	
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Tell me about:

- 2 Waste Prevention Actions
- 3 Waste Reduction Actions
- 4 Waste Management and Recovery Actions

I have :

recorded any decisions taken before the Site Waste Management Plan was drafted, on the nature of the project construction method or materials employed in order to minimise the quantity of waste produced on site

No

Waste Actions

Enter actions in the next available row below

Number	Type of Waste Action	Action Taken	Action owner	Reference to project document /	Waste stream	Material type	Estimated Cost Saving	Waste reduced		Date for completion (dd/mm/yyyy)	Status
								(m ³)	(tonnes)		
1											
2											
3											
4											
5											
6											
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Foreman Homes Limited
Foreman Homes Limited
Ranelagh Road
0

Tell me about:

- 2 Waste Prevention Actions
- 3 Waste Reduction Actions
- 4 Waste Management and Recovery Actions

I have:

recorded any decisions taken before the Site Waste Management Plan was drafted, on the nature of the project construction method or materials employed in order to minimise the quantity of waste produced on site.

No

Waste Actions

Enter actions in the next available row below

Number	Type of Waste Action	Action Taken	Action owner	Reference to project document /	Waste stream	Material type	Estimated Cost Saving	Waste reduced		Date for completion (dd/mm/yyyy)	Status
								(m ³)	(tonnes)		
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described each waste type expected to be produced in the course of the project;

2

Forecast Waste

[illegible]

I have :

described each waste type expected to be produced in the course of the project:

No

Forecast Waste

[illegible]

Have I Identified all concepts, sentences, the words
--

Abstract Identifying all persons who use the waste incinerator at a waste-to-energy plant is a difficult task. A study of 100 residents in a waste-to-energy plant in the Netherlands found that 10% of the residents were not aware of the waste incinerator. The study also found that 10% of the residents were not aware of the waste incinerator. The study also found that 10% of the residents were not aware of the waste incinerator.

[illegible]

the waste management action proposed for each different waste type, including re-using, recycling, recovery and disposal.

Na

all waste from the site is dealt with in accordance with the waste duty of care in section 34 of the Environmental Protection Act 1990(3) and the Environmental Protection (Duty of Care) Regulations 1991(4); and

No

No

	Total (m ³)	Total (t)
Total from Waste Streams	0.00	0.00
Total Reused on site	0.00	0.00

Construction
Demolition
Excavation

Construction								
Waste sent offsite	Forecast		Proposed Destination	% Diverted from landfill	Cost of waste disposal			Comments
	Estimate d Volume (m³)	Estimate d (t)			£/m³	£/t	Cost Forecast	
Cement	0.00	0.00		0%			£0.00	
Sand	0.00	0.00		0%			£0.00	
Gravel	0.00	0.00		0%			£0.00	
Bricks	0.00	0.00		0%			£0.00	
Glass - bottle/wine	0.00	0.00		0%			£0.00	
Paper - news	0.00	0.00		0%			£0.00	
Miscellaneous C&F waste	0.00	0.00		0%			£0.00	
Other C&F waste	0.00	0.00		0%			£0.00	
Aggregate for concrete	0.00	0.00		0%			£0.00	
Other aggregate for concrete	0.00	0.00		0%			£0.00	
	0.00	0.00					£0.00	

Forecast		
Retained on site	Estimate d Volume (m³)	Estimate d (t)
Concrete rubble	0.00	0.00
Reinforcing steel	0.00	0.00
Barbed wire etc.	0.00	0.00
	0.00	0.00

Demolition							
Waste sent offsite	Forecast		Proposed Destination	% Diverted from landfill	Cost of waste disposal		Comments
	Estimate d Volume (m ³)	Estimate d (t)			£/m ³	£/t	
Reinforced concrete	10.0	10.0		10%			FALSE
Brick	10.0	10.0		10%			FALSE
Roof tiles	11.0	11.0		10%			FALSE
Asbestos	0.0	0.0		0%			FALSE
Lead Paintwork etc	0.0	0.0		0%			FALSE
Soft Gypsum	0.0	0.0		0%			FALSE
Waste from metal structure	0.0	0.0		0%			FALSE
Other Gypsum	0.0	0.0		0%			FALSE
Structural Timber	0.0	0.0		0%			FALSE
Other Disposed on site	0.0	0.0		0%			FALSE
	0.00	0.00					£0.00

Retained on site	Forecast	
	Estimate d Volume (m ³)	Estimate d (t)
Reinforced concrete	0.0	0.0
Brick and tiles	0.0	0.0
Roof tiles etc	0.0	0.0
	0.00	0.00

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[Tell me about this sheet](#)

I have identified :

the waste management action proposed for each different waste type, including re-using, recycling, recovery and disposal.

20

I have ensured that:

all waste from the site is dealt with in accordance with the waste duty of care in section 34 of the Environmental Protection Act 1990(3) and the Environmental Protection (Duty of Care) Regulations 1991(4); and

No

materials will be handled efficiently and waste managed appropriately.

No

Plan Waste Destinations

Full Web Construction

Cementation

Excavation

	Total (m ³)	Total (t)
Total from Waste Streams	0.00	0.00
Total Reused on site	0.00	0.00

[illegible]



Tell me about this sheet

Waste Totals

Display summary as:
Tonnes

Waste Stream	Total waste arising (Tonnes)	Total waste retained on site (Tonnes)	Total waste sent offsite (Tonnes)	Total waste to landfill (Tonnes)	Total waste recovered offsite (Tonnes)	Cost of waste disposal
Inert - Soil & stones						£0.00
Hazardous - Soil & stones						£0.00
Non Haz (Non Inert) - Dredgings						£0.00
Segregated Haz - Soil & stones						£0.00
Gypsum						£0.00
Metals						£0.00
Wood						£0.00
Packaging						£0.00
Inert - Building rubble						£0.00
Inert - Glass						£0.00
Mixed Hazardous - C&D waste						£0.00
Mixed C&D waste						£0.00
Segregated Haz Waste						£0.00
Other C&D segregated waste						£0.00
Total						£0.00

Actual Waste Movements

Movement Number	C, D or E Activity	Waste Stream	Material Type	Further description of waste - optional	LOW Code used	On or off-site destination	Off-site carrier	Off-site destination	Overall diversion from landfill / recovery (if not on-site)	Overide facility recovery rate for individual sites	Date of Movement (dd/mm/yyyy)	(m³)	(tonnes)	Actual Cost £/m³	£/t
1									100%						
2									100%						
3									100%						
4									100%						
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Actual Waste Movements

Actual Waste Movements																
Movement Number	C, D or E Activity	Waste Stream	Material Type	Further description of waste - optional	LOW Code used	On or off-site destination	Off-site carrier	Off-site destination	Override facility recovery rate for individual skin	Overall diversion from landfill / recovery (t/annum/total)	Date of Movement (dd/mm/yyyy)	Waste Totals				
												(m³)	(tonnes)	Actual Cost	£/m³	£/t
30										100%						
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Actual Waste Movements

Actual Waste Movements													Waste Totals				
Movement Number	C, D or E Activity	Waste Stream	Material Type	Further description of waste - optional	LOW Code used	On or off-site destination	Off-site carrier	Off-site destination	Override facility recovery rate for individual skin	Overall diversion from landfill / recovery (further detail)	Date of Movement (dd/mm/yyyy)	(m ³)	(tonnes)	Actual Cost	£/m ³	£/t	
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Actual Waste Movements

Actual Waste Movements													Waste Totals			
Movement Number	C, D or E Activity	Waste Stream	Material Type	Further description of waste - optional	LOW Code used	On or off-site destination	Off-site carrier	Off-site destination	Override facility recovery rate for individual skin	Overall diversion from landfill / recovery (if active client)	Date of Movement (dd/mm/yyyy)	(m³)	(tonnes)	Actual Cost	£/m³	£/t
146										100%						
147										100%						
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Actual Waste Movements

Movement Number	C, D or E Activity	Waste Stream	Material Type	Further description of waste - optional	LOW Code used	On or off-site destination	Off-site carrier	Off-site destination	Overall diversion from landfill / recovery (if further detail)	Date of Movement (dd/mm/yyyy)	Waste Totals			
											(m³)	(tonnes)	Actual Cost	£/m³
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Actual Waste Movements

Actual Waste Movements												Waste Totals					
Movement Number	C, D or E Activity	Waste Stream	Material Type	Further description of waste - optional	LOW Code used	On or off-site destination	Off-site carrier	Off-site destination	Override facility recovery rate for individual sites	Overall diversion from landfill / recovery (if further detail)	Date of Movement (dd/mm/yyyy)	(m ³)	(tonnes)	Actual Cost	£/m ³	£/t	
262										100%							
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Actual Waste Movements

Movement Number	C, D or E Activity	Waste Stream	Material Type	Further description of waste - optional	LOW Code used	On or off-site destination	Off-site carrier	Off-site destination	Overide facility recovery rate for individual skin	Overall diversion from landfill / recovery (if utilised, detail)	Waste Totals			
											(m ³)	(tonnes)	Actual Cost	£/m ³
320										100%				
321										100%				
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Actual Waste Movements

Movement Number	C, D or E Activity	Waste Stream	Material Type	Further description of waste - optional	LOW Code used	On or off-site destination	Off-site carrier	Off-site destination	Override facility recovery rate for individual stream	Overall diversion from landfill / recovery (if not specified)	Date of Movement (dd/mm/yyyy)	Waste Totals			
												(m ³)	(tonnes)	Actual Cost	£/m ³
378										100%					
379										100%					
380										100%					
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383										100%					
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391										100%					



Tell me about this sheet

1.0 Policy

Step 1.1	Explanation	Practice Level	How to achieve	Guidance available to help	Practice level targeted (please select)	Action (use to record more detail if you wish)
Policy / Target setting	At this early stage it is advisable that high level targets are set which will govern and inform company strategy.	Standard	Set high level qualitative aspirational policy goals for company performance on reducing waste arising and increasing waste recovery.	WRAP have produced a number of Model Procurement clauses which can be incorporated into procurement documents to help meet these requirements. The model wording relates to policy documents, invitation to tender documents, pre qualification questionnaires or contractual appointment documents.	None	
	These targets will then be incorporated into each construction project as they progress along the project lifecycle (and through the RfA stages).	Good	Insert quantified company wide targets for reducing waste arising and increasing waste recovery into company policy documents.	Actions 1A, 1B and 1C contain model wording that helps clients and principal contractors to set corporate, high level and project specific targets for achieving resource efficiency in construction projects. The guidance can be found here: http://www.wrap.org.uk/construction/achieving_resource_efficiency/model_procurement_requirements/index.html		
		Best	Process to insert quantified project specific waste reduction targets based on industry Best Practice benchmarks or previous project experience for reducing waste arising and increasing waste recovery into company policy documents.			
Step 1.2	Explanation	Practice Level	How to achieve	Guidance available to help	Practice level targeted (please select)	Action (use to record more detail if you wish)
Responsibilities (for the SWMP)	There are a number of required responsibilities for early stage coordination of the Site Waste Management Plan (SWMP). Responsibilities for the operation of the SWMP are listed below in section 5.1.	Standard	Meet requirements for identifying the client, principal contractor and person drafting the Site Waste Management Plan.	WRAP have produced a number of Model Procurement Requirements to help incorporate these requirements into prequalification questionnaires and invitation to tender documents. The guidance can be found here: http://www.wrap.org.uk/construction/achieving_resource_efficiency/model_procurement_requirements/index.html	None	
		Good	Involve all members of the project team and ensure everyone knows about SWMP and how it affects them.			
		Best	Include SWMP responsibilities as an agenda item at project team meetings, ensuring all team members are involved and contribute to project waste reduction and recovery actions.			

2.0 Preparation and Concept design

It is advisable that early on in the design process waste planning is included in the agenda of client and design team meetings. The design guidance document, Designing Out Waste, identifies the process that can be applied to further achieve this aim:

Step 2.1	Explanation	Practice Level	How to achieve	Guidance available to help	Practice level targeted (please select)	Action (use to record more detail if you wish)
Designing Out Waste	There are numerous opportunities to reduce waste during the design process. Designing out waste before it arises is one of the most efficient ways to reduce project waste arisings.	Standard	Capture decisions made that may have an impact on waste. These decisions may not have been taken with waste reduction in mind, but may have an effect on project waste arisings nonetheless.	WRAP provide regeneration and demolition guidance that can be found here: http://www.wrap.org.uk/constructiontools_and_guidance/calt_regeneration.html	None	
	However, as such decisions need to be taken early, engagement with the design team early on in the life of a project is key.	Good	Discuss with the project team at an early design stage how it might be best to reduce waste arisings through making changes to the design.	WRAP provide guidance on Designing Out Waste, which can be found here: http://www.wrap.org.uk/construction		
		Best	Systematically identify, prioritise and implement waste reduction actions at the design stage. Consider cost, programme and waste reduction potential.			

3.0 Detailed Design

Step 3.1	Explanation	Practice Level	How to achieve	Guidance available to help	Practice level targeted (please select)	Action (use to record more detail if you wish)
Estimate waste arising	Estimating waste arising involves identifying and recording the amount and destination of each waste stream that will be generated on site. The earlier in the project lifecycle that waste streams are estimated, the more opportunity there will be to prevent their creation.	Standard	Standard practice is to estimate waste arising at the pre-construction stage.	WRAPs freely available Net Waste Tool allows you to enter simple project details and forecast likely waste arising, together with suggesting waste reduction and segregation opportunities and recycled content material substitutions. The Net Waste Tool can be accessed here: http://netwaste.wrap.org.uk/	None	
		Good	Forecast waste arising for each component using industry data.			
		Best	Forecast waste arising for each component using modified wastage ratios based on past company experience.			

Step 3.2	Explanation	Practice Level	How to achieve	Guidance available to help	Practice level targeted (please select)	Action (use to record more detail if you wish)
Target waste reductions	This Step involves identifying and recording waste reduction methods to reduce the quantity of waste estimated in Step 3.1.	Standard	Identify waste management action for each of the different waste types forecast to arise on the construction project, including re-using, recycling, recovery and disposal.	WRAPs freely available Net Waste Tool allows you to enter simple project details and forecast likely waste arising, together with suggesting waste reduction and segregation opportunities and recycled content material substitutions. The Net Waste Tool can be accessed here: http://netwaste.wrap.org.uk/ WRAP also provide guidance on logistics planning that can be found here: WRAP Logistics Planning Guidance: http://www.wrap.org.uk/constructionachieving_resource_efficientmaterials_logistic_plan/index.html	None	
		Good	Target waste arising for each construction component using industry standard actions.			
		Best	Target waste arising for each construction component. As an example these actions could be to target accurate ordering (accurate material requirements, realistic wastage ratios), logistics planning (delivery strategy, adequate storage, efficient movement of materials to the worksite) or installation elements (efficient working and installation and storage of offcuts for reuse).			

4.0 Pre-construction

Step 4.1	Explanation	Practice Level	How to achieve	Guidance available to help	Practice level targeted (please select)	Action (use to record more detail if you wish)
Forecast residual waste	In addition to designing out waste at (Step 2.1), and estimating outline waste arisings (Step 3.1), it is required to forecast residual waste arisings before going to site.	Standard	Forecast waste according to general estimates, fulfilling requirement to identify each waste type expected to be produced in the course of the project.	WRAP's freely available Net Waste Tool allows you to enter simple project details and forecast likely waste arisings, together with suggesting waste reduction and segregation opportunities and recycled content material substitutions. The Net Waste Tool can be accessed here: https://netwaste.wrap.org.uk/	None	
	This final residual waste forecast is the last and most detailed waste forecast that is done before site mobilisation. Once this final waste forecast is completed, waste management and recovery options can be implemented to ensure the waste is recycled, reused or recovered.	Good	Good practice relates to forecasting waste arisings at the detailed design stage. Refer to Step 3.1. Good practice for Step 4.1 relates to forecasting residual waste arisings in conjunction with the principal contractor and agreeing the waste reduction and recovery standards to be achieved on the project.	WRAP have produced a number of Model Procurement Requirements to help incorporate these requirements into prequalification questionnaires, invitation to tender documents, and appointment contracts. The guidance can be found here: http://www.wrap.org.uk/construction/achieving_resource_efficiency/model_procurement_requirements/index.html		
		Best	Building on Good Practice, hold talks with the rest of the supply chain (waste management contractors, sub-contractors) to determine waste reduction and recovery actions for the project.			

Step 4.2	Explanation	Practice Level	How to achieve	Guidance available to help	Practice level targeted (please select)	Action (use to record more detail if you wish)
Management of Waste	This step relates to the efficient management of waste once it has been created on site.	Standard	Identify waste management action for each waste stream	WRAP's freely available Net Waste Tool allows you to enter simple project details and forecast likely waste arisings, together with suggesting waste reduction and segregation opportunities and recycled content material substitutions. The Net Waste Tool can be accessed here: http://www.wrap.org.uk/netwaste	None	
	Step 4.2 which deals with the management of waste on site should be implemented in line with any targets identified in sections 1.0, 2.0 and 3.0 above. As noted above in Step 2.1, off-cuts should be stored safely on site for reuse.	Good	Identify recycling and recovery options for each waste stream for which recycling and recovery is viable	WRAP also provide guidance on developing and implementing a material logistics plan. The logistics plan guidance can be found here: http://www.wrap.org.uk/construction/achieving_resource_efficiency/materials_logistics_plan/index.html		
		Best	Maximise opportunities for resource efficiency through following the waste hierarchy (prevention, minimisation, reuse, recycling, recovery, disposal)	The Building Research Establishment's BRE-WAP online tool allows you to enter the postcode of your site and pinpoint waste management facilities and materials/products suppliers within a region or radius of your chosen distance. It can be found here http://www.bremap.co.uk/bremap/about.jsp		
Step 4.3	Explanation	Practice Level	How to achieve	Guidance available to help	Practice level targeted (please select)	Action (use to record more detail if you wish)
Training	It is a requirement that all site workers are trained on the Site Waste Management Plan, providing information on how it affects them.	Standard	The principal contractor should provide training to every construction worker needed for the particular work to be carried out within the terms of the site waste management plan. This can be in the form of toolbox talks.	WRAP provide a wealth of background information on waste reduction and recovery, including guidance documents, case studies and best practice guides. General WRAP construction guidance can be found here: http://www.wrap.org.uk/construction/tools_and_guidance/index.html	None	
	Training prospects should be seen as opportunities to engage with the supply chain and gain buy-in from them – as it will be the supply chain who will be able to significantly contribute to any project resource efficiency targets.	Good	Building on standard practice, provide bespoke training to all subcontractors and identify waste reduction actions where they can contribute.	WRAP also provide a short guidance note for small and medium sized contractors on reducing construction waste. It can be downloaded here: http://www.wrap.org.uk/downloads/Reducing_your_construction_waste_a_pocket_guide_for_SME_contractors_e5061116667.ppt		
		Best	Building on good practice and share experience from previous projects or sites. Use the training exercise to inform continual improvement.			

5.0 Construction

Step 5.1	Explanation	Practice Level	How to achieve	Guidance available to help	Practice level targeted (please select)	Action (use to record more detail if you wish)
Responsibilities (on site)	Once the SWMP has been developed it must be implemented on site. This Step outlines how to assign responsibility for ensuring the SWMP is delivered.	Standard	Meet requirements for identifying the client, principal contractor and person drafting the Site Waste Management Plan.	WRAP have produced a number of Model Procurement Requirements to help incorporate these requirements into prequalification questionnaires and invitation to tender documents. The guidance can be found here: http://www.wrap.org.uk/construction/achieving_resource_efficiency/model_procurement_requirements/index.html	None	
		Good	Waste champion is appointed for the whole site.			
		Best	Building on Good Practice, individuals and sub contractors should be made responsible for specific waste streams, with the waste champion holding these project members to account.			

Step 5.2	Explanation	Practice Level	How to achieve	Guidance available to help	Practice level targeted (please select)	Action (use to record more detail if you wish)
Site design, storage and logistics	Space permitting, key waste streams should be segregated. The segregation scheme should include appropriate training, monitoring and enforcement with clear signage and using the National Colour Coding Scheme.	Standard	Meet requirement that all waste from the site is dealt with in accordance with the Environmental Protection Act and Environmental Protection (Duty of Care) Regulations.	WRAP have produced a number of Model Procurement Requirements to help incorporate these requirements into prequalification questionnaires and invitation to tender documents. The guidance can be found here: http://www.wrap.org.uk/construction/achieving_resource_efficiency/model_procurement_requirements/index.html	None	
		Good	Before work starts on site consider layout and skip locations. Use segregated containers at the worksite.			
		Best	Ensure separate containers are provided for Hazardous Waste, material storage areas are clearly located and signed or arrange for just in time delivery and prevent			

Step 5.3	Explanation	Practice Level	How to achieve	Guidance available to help	Practice level targeted (please select)	Action (use to record more detail if you wish)
Monitoring	Monitoring progress against the actions in the site waste management plan more often than every six months can inform ongoing site achievement of the planned waste reduction and recovery actions. It can be part on the live review process and inform continual improvement.	Standard	Monitor and update the Site Waste Management Plan not less than every six months	WRAP provide guidance on measurement and reporting on construction projects. It can be found here: http://www.wrap.org.uk/constructiontools_and_guidance/reporting_portal.html	None	
		Good	Principal contractor to review the construction schedule and set appropriate project review and monitoring dates with the client.			
	Once data is collected, it will form a baseline against which clients can evaluate and improve on resource efficiency performance. Step 5.3 should therefore be linked with Step 6.2...	Best	Building on Good Practice, review site progress against the Site Waste Management Plan and implement changes to revise site activities based on performance where necessary.			
Step 5.4	Explanation	Practice Level	How to achieve	Guidance available to help	Practice level targeted (please select)	Action (use to record more detail if you wish)
Reporting	Reporting is an integral part of the Site Waste Management Plan process. Good and best practice relate to recording and reporting waste arisings in increasing levels of detail.	Standard	Ensure the Site Waste Management Plan is kept at the site, and that the Plan is available for two years after completion of the construction project.	WRAP's Reporting Portal has been developed to allow the construction industry to report on its progress in implementing Site Waste Management Plans and record actual site achievements. It can be found here: http://www.wrap.org.uk/constructiontools_and_guidance/reporting_portal.html	None	
	WRAP provide a method note that defines the standard by which the construction industry has agreed to record and report waste arisings. The link to this guidance is listed in the 'Guidance'	Good	Report waste generation, recovery and disposal arising by construction phase (construction, demolition and excavation).			
		Best	Report lessons learnt through the project, including the good and best practice levels achieved.			

6.0 Post-completion

Step 6.1	Explanation	Practice Level	How to achieve	Guidance available to help	Practice level targeted (please select)	Action (use to record more detail if you wish)
On-site project review	The on-site project review is an opportunity for the site project team to review their progress post completion.	Standard	Meet requirements to compare Site Waste Management Plan forecast versus actual performance, and record any deviations from the Plan. Building on Standard Practice, review the Site Waste Management Plan to identify any improvements that could have been made (e.g. to improve waste reduction or recovery, or the accuracy of the forecast).	WRAP's National Reporting Portal has been developed to allow the construction industry to report on its progress in implementing Site Waste Management Plans and record actual site achievements. It can be found here: http://www.wrap.org.uk/constructiontools_and_guidance/reporting_portal.html	None	
	Good and best practice items relate to the process of continuous review and learning.	Good				
		Best	Building on Good Practice, hold a post completion project team meeting to debrief and learn lessons from the Site Waste Management Plan process that can be used to inform future practice.			
Step 6.2	Explanation	Practice Level	How to achieve	Guidance available to help	Practice level targeted (please select)	Action (use to record more detail if you wish)
Corporate level review	The corporate level review uses the SWMPs produced on individual sites to compare construction projects against company baseline performance. If a baseline does not exist, then the first project will become the baseline against which performance in future projects will be measured against.	Standard	Meet requirements to compare Site Waste Management Plan forecast versus actual performance, and record any deviations from the Plan. Record project performance in the following areas: cost savings achieved, total waste arisings, total waste to landfill, total waste reductions achieved and recycled content used.	WRAP's Reporting Portal has been developed to allow the construction industry to report on its progress in implementing Site Waste Management Plans and record actual site achievements. It can be found here: http://www.wrap.org.uk/constructiontools_and_guidance/reporting_portal.html	None	
		Good	Use data collected in Step 6.1 standard practice to benchmark performance across your portfolio of projects, using the data to inform continual improvement.			
		Best	Using the data gathered and lessons learnt, set company policy on expected metrics (cost savings, waste arisings, waste reductions, total waste to landfill) for similar project types going forward. Integrate lessons learnt into			



Tell me about this sheet

"The Client and Principal Contractor Shall :

- Develop and implement a Site Waste Management Plan (SWMP) in compliance with the Site Waste Management Plans Regulations 2008 No.314 and containing not less than the following information:

- the SWMP shall identify:
 - the Client;
 - the principal Contractor; and
 - the person who drafted it.
- the SWMP must describe the construction work proposed, including:
 - the location of the site; and
 - the estimated cost of the project.
- the SWMP must record any decision taken before the Plan was drafted on the nature of the project, its design, construction method or materials employed in order to minimise the quantity of waste produced on site.
- the SWMP must:
 - describe each waste type expected to be produced in the course of the project;
 - estimate the quantity of each different waste type expected to be produced; and
 - identify the waste management action proposed for each different waste type, including re-use, recycling, recovery and disposal.
- the SWMP must contain a declaration that the Client and the principal Contractor will take all reasonable steps to ensure that:
 - all waste from the site is dealt with in accordance with the waste duty of care in section 34 of the Environmental Protection Act 1990(3); and the Environmental Protection (Duty of Care) Regulations 1991(4); and
 - materials will be handled efficiently and waste managed appropriately
- update the SWMP when any waste is removed from site and state:
 - the identity of the person removing the waste;
 - the waste carrier registration number of the carrier;
 - a copy of, or reference to, the written description of the waste required by section 34 of the Environmental Protection Act 1990; and
 - the site that the waste is being taken to and whether the operator of that site holds a permit under the Environmental Permitting (England and Wales) Regulations 2007 or is registered under those Regulations as a waste operation exempt from the need for such a permit.
- as often as necessary to ensure that the Plan accurately reflects the progress of the project, and in any event not less than every six months:
 - review the Plan;
 - record the types and quantities of waste produced;
 - record the types and quantities of waste that have been:
 - re-used (and whether this was on or off site);
 - recycled (and whether this was on or off site);
 - sent for another form of recovery (and whether this was on or off site);
 - sent to landfill; or
 - otherwise disposed of; and
 - update the Plan to reflect the progress of the project.
- add the following to the SWMP within 3 months of the Works being completed:
 - confirmation that the Plan has been monitored on a regular basis to ensure that work progressed according to the plan and that the plan was updated in accordance with the Regulations;
 - a comparison of the estimated quantities of each waste type against the actual quantities of each waste type;
 - an explanation of any deviation from the Plan; and
 - an estimate of the cost savings that have been achieved by completing and implementing the Plan.
- ensure that the SWMP is kept:
 - at the site office; or
 - if there is no site office, at the site;
- ensure that every contractor knows where it is kept, and make it available to any contractor carrying out work described in the Plan;
- keep the SWMP for two years after the completion of the project at the principal Contractor's principal place of business or at the site of the project;
- ensure co-ordination of the work and co-operation among contractors at work during the construction phase;
- ensure so far as is reasonably practicable that every worker carrying out the construction work is provided with:
 - suitable site induction; and
 - any further information and training needed for the particular work to be carried out within the terms of the SWMP;
- make and maintain arrangements that will enable the principal Contractor and the workers engaged in the construction work to co-operate effectively in promoting and developing measures to ensure that any waste arising on site is managed within the terms of the SWMP and in checking the effectiveness of such measures;
- ensure, so far as is reasonably practicable, that waste produced during construction is re-used, recycled or recovered;
- take all reasonable steps to ensure that sufficient site security measures are in place to prevent the illegal disposal of waste from the site; and
- review, revise and refine the SWMP as necessary, to ensure that any changes in roles and responsibilities are clearly communicated to those affected."

		Compliance	
Pre-Construction	Client identified	Yes	Review
	Principal contractor identified	Yes	Review
	Drafter identified	Yes	Review
	Location of site defined	Yes	Review
	Cost of project estimated	No	Review
	Decisions taken before SWMP completed have been recorded	No	Review
	All waste types identified and quantities estimated	No	Review
	Waste management actions identified	No	Review
	All waste from site is dealt with in accordance with relevant guidelines	No	Review
	Materials handling identified	No	Review
	All waste carriers identified	No	Review
	Waste carrier registration numbers identified	No	Review
Construction	Written description of the waste as required by section 34 of the Environmental Protection Act 1990 identified	No	Review
	All sites and relevant permits acquired and confirmation of site registrations acquired	No	Review
	Comments	Please Enter Compliance	No
Post-Construction	Comments	Please Enter Compliance	No
	Comments	Please Enter Compliance	No
	Comments	Please Enter Compliance	No
Construction	Comments	Please Enter Compliance	No
	Comments	Please Enter Compliance	No
	Comments	Please Enter Compliance	No
Post-Construction	Comments	Please Enter Compliance	No
	Comments	Please Enter Compliance	No
	Comments	Please Enter Compliance	No
Construction	Comments	Please Enter Compliance	No
	Comments	Please Enter Compliance	No
	Comments	Please Enter Compliance	No
Post-Construction	Comments	Please Enter Compliance	No
	Comments	Please Enter Compliance	No
	Comments	Please Enter Compliance	No

Additional Duties

Additional duties on the principal contractor

- The principal contractor must, so far as is reasonably practicable, ensure co-ordination of the work and co-operation among contractors at work during the construction phase.
- The principal contractor must ensure so far as is reasonably practicable that every worker carrying out the construction work is provided with:
 - (a) suitable site induction; and
 - (b) any further information and training needed for the particular work to be carried out within the terms of the site waste management plan.
- The principal contractor must make and maintain arrangements that will enable the principal contractor and the workers engaged in the construction work to co-operate effectively in promoting and developing measures to ensure that any waste arising on site is managed within the terms of the site waste management plan and in checking the effectiveness of such measures.
- The principal contractor must ensure, so far as is reasonably practicable, that waste produced during construction is re-used, recycled or recovered.
- Failure to comply with this paragraph is an offence.

Additional duties on the client

- The client must give reasonable directions to any contractor so far as is necessary to enable the principal contractor to comply with these Regulations.
- Failure to comply with this paragraph is an offence.

Additional duties on both the client and the principal contractor

- Both the client and the principal contractor must review, revise and refine the site waste management plan as necessary, to ensure that any changes in respective roles and responsibilities are clearly communicated to those affected.
- Both the client and the principal contractor must take reasonable steps to ensure that sufficient site security measures are in place to prevent the illegal disposal of waste from the site.
- Failure to comply with this paragraph is an offence.

These Regulations require any person intending to carry out a construction project with an estimated cost greater than £100,000 to prepare a site waste management plan. The plan must be updated in accordance with the Regulations, with different requirements depending on whether the cost of the project is greater than £500,000. The Regulations are enforced by the Environment Agency and the local authority.

Breach of the Regulations is an offence punishable:-

- (a) on summary conviction, by a fine not exceeding £50,000, or
- (b) on conviction on indictment, by a fine.

An impact assessment of the effect that this instrument will have on the costs of business and the voluntary sector is available on the Defra website

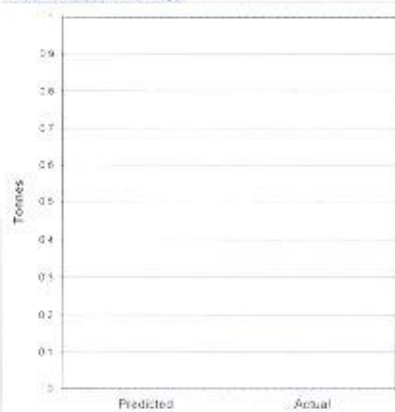
	Comments	Please Enter Compliance
Construction		No
	Comments	Please Enter Compliance
		No
	Comments	Please Enter Compliance
		No

KPI Report

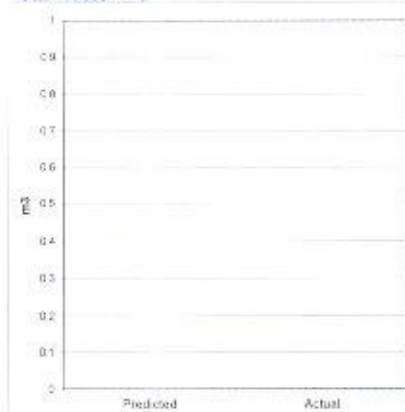
Select Metric: Total waste

	Forecast		Actual	
	m ³	Tonnes	m ³	Tonnes
Total Waste	0.00	0.00	0.00	0.00
Total Waste to landfill	0.00	0.00	0.00	0.00
% Waste diverted from landfill	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
% Waste reused on site	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

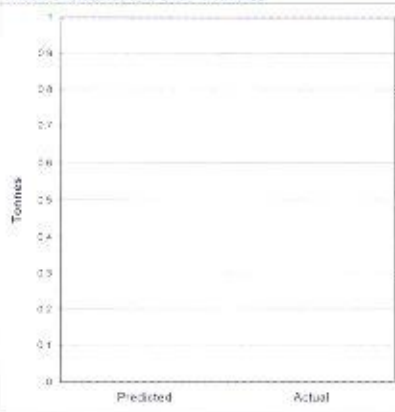
Total Waste - Tonnes



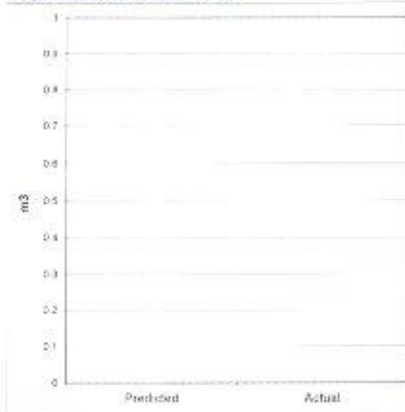
Total Waste - m3



Total Waste to Landfill - Tonnes



Total Waste to Landfill - m3



View data in:		Forecast		Actual	
		m ³	Tonnes	m ³	Tonnes
Reporting		0.00	0.00	0.00	0.00
Combined Stages C, D and E		0.00	0.00	0.00	0.00
Construction		0.00	0.00	0.00	0.00
Demolition		0.00	0.00	0.00	0.00
Excavation		0.00	0.00	0.00	0.00
Combined stages C, D and E		0.00	0.00	0.00	0.00

Forecast/Actual	UOW Code	Waste and material savings		Waste sent off-site		Materials kept on-site		Sent to landfill		Diverted from landfill		Cost of waste disposal (off-site)	
		F	A	F	A	F	A	F	A	F	A	F	A
Total													
Class													
Assigned Waste Stream													
Use of Waste (UOW) Code													

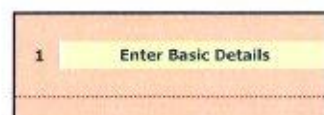
Recovery of materials and wastes											
Re-used				Re-cycled				Re-use (on-site)			
off-site		on-site		off-site		on-site		off-site		on-site	
F	A	F	A	F	A	F	A	F	A	F	A
tonnes	tonnes	tonnes	tonnes	tonnes	tonnes	tonnes	tonnes	tonnes	tonnes	tonnes	tonnes

[illegible]

[illegible]

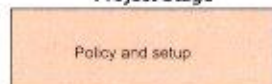
Welcome to the WRAP Site Waste Management Plan Template. This short help page has been provided to guide you through how to use the template. You may find it easier to use Excel Full Screen view to navigate around the SWMP Template.

Project Homepage



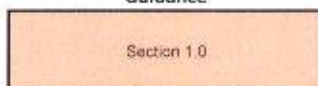
This is the main part of the SWMP Template and allows you navigate to all worksheets in the Template. The buttons on the homepage as shown here allow you to navigate through the document. Start at the top with Enter Basic Details and end at the declaration, each button is also accompanied by guidance as shown.

Project Stage



The template follows the project stages to help you find where you are in your project.

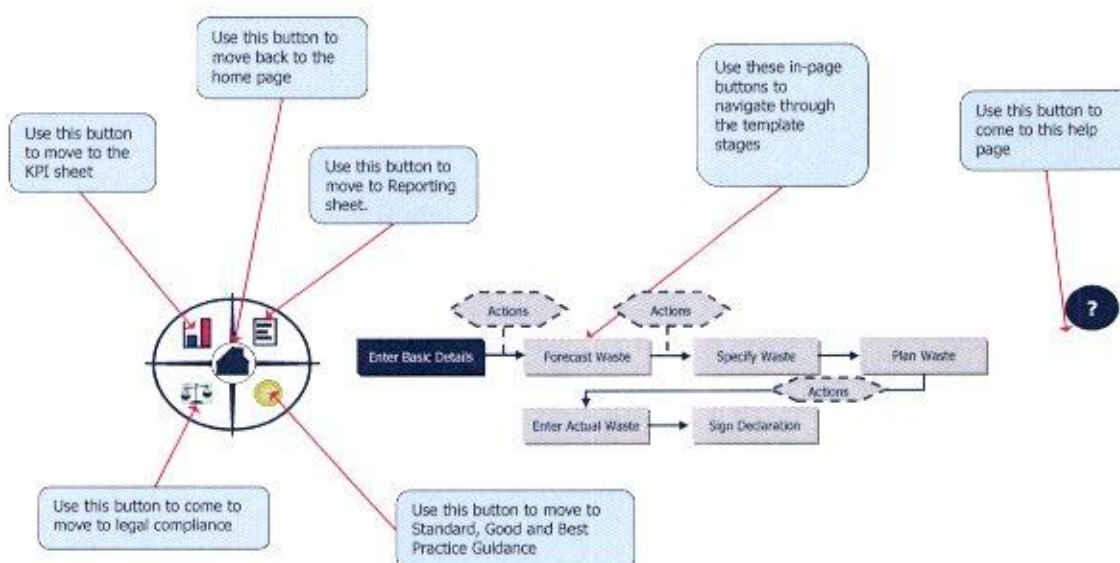
Guidance



Each Step is accompanied by guidance that explains how to use an SWMP to achieve Good and Best Practice waste reduction and recovery on site.

Tell me about this sheet

The "Tell me about your sheet" tab tells you what each sheet is for and how to use it. If you get stuck hover over the box and it will tell you what to do.



Expected Facility

There is more guidance on each sheet, hover over a box where you see a red triangle in the corner.

Please select project targets applicable to your project

Target	Amount	Unit
Total waste arisings	15	t
Total waste arisings	70	t
Waste recovery	45	%

When you click on a box you will see that some you enter using a drop down list and others use free entry. Look for the arrow on the right side of the box. If there is one there click it and select from the menu.