



SITE WASTE MANAGEMENT PLAN

FM-SITE-020

Rev .1 December 2011

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Project Title:	Waterfalls Country Visitor Centre, Pontneddfechan	Location:	Pontneathvaughan Road, Pontneddfechan, SA11 5NR
Plan Created By:	David Green	Position:	2 Stage Design Manager
Date Created:	03/09/24	Revision:	-
1. Nature of Project:	The project includes the design and construction of: • A new community / visitor hub • A new bunkhouse • New public spaces • New drainage and highways works • Dedicated car parking • Interpretation scheme Together with site clearance, external works, incoming services, landscaping, and all associated works to provide a completed development.		
2. Management of Plan:	Contract Manager	Jamie Costain	
	Project Manager	Mike Lowry	
	HSE Manager	Justin Kingdom	
	The Project Manager is the Co-ordinator of the Site Waste Management Plan (SWMP) for this contract and is responsible for ensuring implementing the plan and that all employees are aware of this plan. The Project Manager will ensure the effectiveness of the SWMP on site and will update the plan with waste movements, manage site waste transfer notes and copy the data to the Head Office Document Controller. The Technical Manager collates all the data received to monitor waste movements against waste reduction targets for the company and contract specific targets.		
3. Distribution:	Position:	Name:	Contact Details:
	Project Manager:	Mike Lowry	07808 176138
	IMS Manager:	Andrew Davies	01639 889800
	HSE Manager:	Justin Kingdom	07817 710952
	Document Controller:	David Williams	01639 889800
	Client: Neath Port Talbot	Nicholas G Richards	01639 686868
4. Instruction, Training and Implementation:	The Project Foreman will carry out a site induction of all employees including method of handling, segregation, re-use, recycling and disposal of waste. Induction will also include details of checking waste transfer notes, spill response plan and maintenance of records. Toolbox talks on waste management will be held at regular intervals on site to update and ensure all employees are aware of waste management issues and waste targets.		

5. Waste Management on Site:

Surplus or Waste Materials arise from:

- Materials delivered to site
 - Those generally intended for inclusion into the permanent or temporary works
- Those generated on site.
 - Those which exist on the site such as topsoil, subsoil, trees, demolition arisings etc.

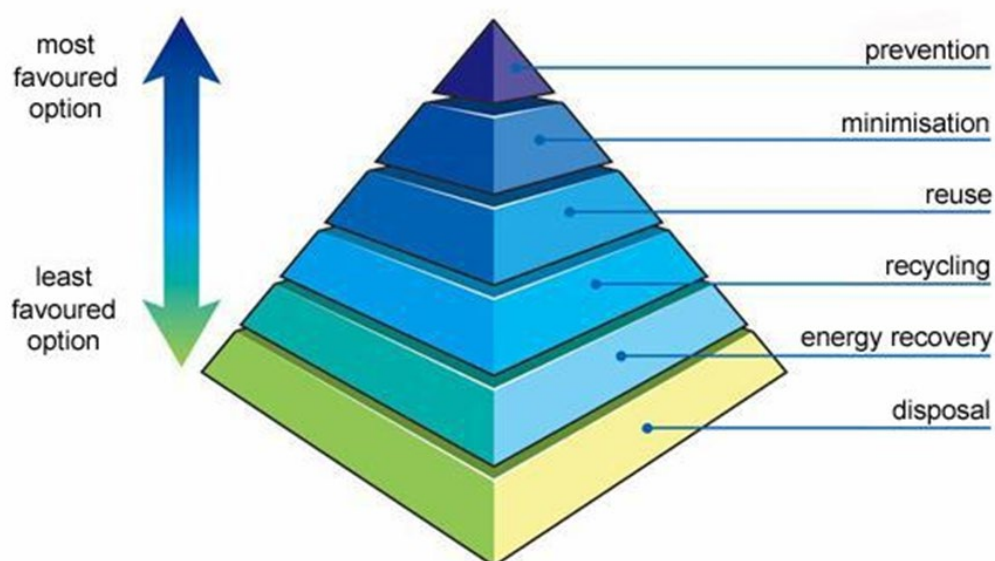
Other considerations in relation to waste management on this site include:

- Reduction of waste where possible (see waste hierarchy information in Section 6 of this document)
- Segregation of waste
- Waste disposal
- Monitoring and recoding of waste movements
- Legal compliance
- Informing the workforce
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This Site Waste Management Plan outlines how the above processes will be put in place in an effective and sustainable manner.

6. Waste Hierarchy

The Waste (England & Wales) Regulations requires companies to manage their waste following the sequence in the diagram below with prevention (designing out) the most favoured option with disposal to landfill the least favoured.





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7. Waste Transfer Notes

A waste transfer note is a legal document that must be signed by both parties between whom the waste is being transferred.

It must include the following:

- A brief written description of the waste being transferred.
- The correct EWC code for the waste.
- An indication of how the waste is contained. E.g. is it loose, in a sack, skip or drum?
- A SIC 2007 code (**For most Andrew Scott Ltd sites use 42990**)
- A tick box to state that the waste hierarchy has been used
- Identify the amount of waste being passed on, for example the number of sacks or other containers, the volume of waste or its weight.
- List your name and identify that you are the producer of the waste.
- List the name of the person you are passing the waste to and their status, for example a registered waste carrier, including their registration number.
- Give the address where you passed the waste to the other person as well as the date and time that you gave him the waste.
- Be signed by both parties and be kept for at least two years.

8. Typical Project Waste Streams

Waste Stream:	EWC (European Waste Classification)	Waste Origins:	Notes:
Concrete	17 01 06		
Tarmac	17 03 01		
Brick/Block	17 01 06		
Timber	17 02 01		
Subsoils	17 05 04		
Subsoils	17 05 03		
Metals	17 04 07		
Asbestos	17 06 05		
Plasterboard	17 08 02		
Packaging	15 01 01		
Packaging	15 01 02		
Packaging	15 01 03		
Mixed	17 09 04		

9. Waste Minimisation

On this project 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.

Waste Reduction Action:	Action Taken:	Responsibility	Notes:
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Waste Reduction Action	Reuse materials from demolitions sending to recycling facilities	Andrew Scott Ltd.	
Waste Management and Recovery Action	Agree take back with Suppliers for any unused products	Andrew Scott Ltd.	
Waste Reduction Action	Reuse any over ordered materials to prevent re-ordering.	Andrew Scott Ltd.	
Waste Reduction Action	Reuse materials from concrete wash out sending to recycling facilities	Andrew Scott Ltd.	
Waste Reduction Action	Reuse materials from track removal sending to recycling facilities	Andrew Scott Ltd.	
Waste Reduction Action	Use permanent formwork for foundation construction	Andrew Scott Ltd.	
Waste Reduction Action	Effluent waste sent to recycling facility.	Andrew Scott Ltd.	

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.

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. We will look at adopting a Waste 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
- Glass
- Canteen waste
- Insulation

A specific Waste Management Toolbox Talk will be held on this issue to ensure the workforce are aware of the waste management requirements on this project.

As works progress and other trades come to site other skips will be placed to enable certain wastes to be removed from site.

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.



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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 materials to landfill.

On this project, **landfill is always a last resort.**

12. Waste Guidance:

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 (Hazardous)	No usage/Landfill
Plasterboard (Must be segregated from other waste)	Return/recycle/Landfill
Construction Works	
Plasterboard	Return/recycle
Bricks/blocks	Recycle
Timber	Recycle
Cardboard	Recycle
Mortar	No usage/dry to skip
Metals	Recycle
Paints (Hazardous)	Recycle
Soils	Re-use (cut & fill) /sell
Use spill kit materials (Hazardous)	Dispose through specialist Haz waste contractor
The skips will 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 £155 but should it get contaminated then it has to be hand segregated at a cost of typically £289 per skip and this	



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	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 Technical Manager to produce KPIs and will be responsible for transferring and advising any best practice and solutions throughout the company.							
13. SWMP Implementation Checklist:	Checks – Please mark “x” yes or No						Yes	No
	Have terms and commercial rates been agreed with contractor(s)?						X	
	For offsite or disposal are all the waste destination details verified?						X	
	Has a waste segregation / collection area been prepared?						X	
	Has the waste area been adequately sign posted?						X	
	Has the SWMP document control / filing system been set up (site safety pack)?						x	
	Have all necessary staff and contractors had the SWMP transmitted?						x	
	Have all the SWMP training / induction procedures for staff been met?						x	
	Have all the SWMP training / induction procedures for contractor/s been met?						X	
	Has the SWMP been approved by the Project Manager?						x	
14. Signatures:	H&S Manager:	Justin Kingdom		23/09/22				
	Technical manager:							
WASTE MOVEMENTS – ACTUAL								
Waste Description:	Inert (I) Non-Hazardous (NH) Hazardous (H)	Re used on site	Re-used offsite	Recycle d for use onsite	Sent to recycling facility	Sent to WML exempt site	Sent to land-fill	WTN No:
See Project Register For Records								



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