

This page to be completed by the Administration Department, document then to be forwarded to the respective Contracts Manager.

Contract Number:	
Contract Title:	
Description of Project/Works:	
Contract Address/Location:	
Project Value (Labour & Materials):	
Commencement Date:	
Client Name:	SEDDON HOMES LIMITED
Client Signature:	
Date:	
Principal Contractor:	As above
Principal Contractor Signature:	
Date:	

Useful Contact Telephone Numbers

Environment Agency: 0800 807060
 Envirowise: 0800 585794
 WRAP: 01295 819900
 Seddon Environmental Manager: 01782 237210

This page to be completed by the Client and Contracts Manager.

Duty of Care Declaration

All reasonable steps will be taken to ensure that waste from this Site will be dealt with in accordance with the waste duty of care in:-

> section 34 of the Environmental Protection Act 1990.

Section 34 of the Act sets out a statutory Duty of Care for all those producing or dealing with waste.

All producers of waste must ensure that waste is stored appropriately and only transferred to authorised carriers for disposal.

The Act places the responsibility of the disposal of waste with the producer.

> the Environmental Protection (Duty of Care) Regulations 1991.

The Duty of Care Regulations enforce Section 34 the Environmental Protection Act 1990.

A waste transfer note must be completed for all transfers of waste.

A waste transfer note should contain a description of the waste, details of the transferee, the uplifter, carriers licence number or exemption, details of the place of transfer.

> All materials will be handled efficiently and waste managed appropriately.

Person in charge of the Project (Client or Client Representative):

Signature:	Martin Jackson
On Behalf of:	SEDDON HOMES LIMITED
Date:	

Principal Contractor:

Signature:	Martin Jackson
On Behalf of:	SEDDON HOMES LIMITED

This page to be completed by the Contracts Manager on Advice from the Architect.

Details of any decisions taken with regard to the nature of the project, design of the project, construction method or materials employed, in order to minimise the quantity of waste produced on site:-

This page to be completed by the Contracts Manager.

Responsibility

The contact details for the **waste champion** responsible for delivering the Site Waste Management Plan (SWMP) on this project are:

Waste Champion Name:	Martin Jackson
Telephone Number:	01925 839 525

Waste

An assessment of the types of waste that will be produced as a result of this project has taken place and the main waste streams have been identified as being:

- a. Brick & Block
- b. Timber
- c. Plasterboard
- d. Paper & cardboard
- e. Plastic
- f. General Site Waste

Waste Management Options

All efforts will be made to reduce the quantities of waste produced as a result of this project and of the waste streams identified above, the following wastes will be diverted from landfill and sent for re-use or recycling:-

- a. Plaster
- b. Brick & Block
- c. Timber
- d. Paper & Cardboard

Waste Contractors

Licensed waste carriers will be utilised to collect waste from this project and as part of our obligations under the **Duty of Care** requirements.

Copies of waste carriers licences and waste transfer notes will be obtained from all waste companies used and these will be held on file.

Licensed Waste Carriers used on this Project are as per the attached list at the end of this document (see appendix 1):

Refer to full list of waste contractors which are to be highlighted as appropriate.

Training

To ensure that all site personnel understand the requirements the **Site Waste Management Plan**, specific details will be communicated to all staff, including subcontractors, via the site induction process.

A record of all those that have received an induction is available on site.

Materials & Waste Handling

To avoid unnecessary wastage of materials in storage due to deterioration or damage etc, a suitable designated area for material storage will be identified, taking into consideration any constraints imposed by the site and its location.

The designated storage area is located: **Please refer to site plan on page 7 of this document.**

To ensure that, *on site waste management facilities* are easily identifiable and familiar to all site staff, skips have been located in a designated area which is: **Please refer to site plan on page 7 of this document.**

Where applicable each skip has been labelled to identify the type of waste that it can receive.

Measurement

A record of how much waste and the waste types, will be recorded on a **Site Waste Management Plan Data Sheet** or via reports obtained from the respective waste contractor(s).

This data will be used as baseline data on future projects of a similar nature, with a view to achieving environmental performance and resource efficiency.

Monitoring

Waste audits will be carried periodically through the duration of the project, to measure compliance with the **Site Waste Management Plan** and to ensure a **Duty of Care** audit trail is available via documentation retained on site.

Review

Upon practical completion of the project, a review of the **Site Waste Management Plan** will take place, to identify if there are any learning points that can be drawn from the data available and used on future projects. **Please refer to Page 12 of this document.**

Site Waste Management Plan Compiled by on behalf of Seddon Homes Limited:

Name:	Martin Jackson
Signature:	
Date:	

Contractor Site Waste Management Rules

- > Keep the site tidy and collect up your waste regularly.
- > Store your materials in the designated area to prevent damage and loss.
- > Reduce the amount of waste produced by reusing larger off-cuts elsewhere, rather than throwing away.
- > Don't throw waste materials into the wrong skip.
- > Don't contaminate one waste type with another.

- > Don't give waste away, as all waste taken off site needs to be accompanied by the appropriate paperwork.
- > If you have been given responsibility for disposing of your own waste, you must provide evidence to the Site Manager that this has been carried out Legally via waste carriers licences, waste transfer notes etc.
- > Don't burn waste on site – **it's ILLEGAL.**

I the undersigned have read, understood and agree to comply with the above requirements.

Name:	
Company:	
Signature:	
Date:	

Put Site Plan Here

Put Waste Data Sheets or Waste Contractor Reports Here

Put Hazardous Waste Registration Report Here

Put Waste Carrier Licences Here

Put Waste Transfer Notes Here

SWMP Final Summary Report

This report must be completed within one month of practical completion of the construction project, covering the items below:

- > Confirmation that the Plan was monitored & updated throughout the project:

- > Description of any lessons learnt from differences that have been identified between the original draft SWMP and the actual performance:

- > Comparisons between estimated quantities of waste types arising and actual quantities of each waste type:

- > Where lessons have been learnt, an action plan to address these for the next project:

- > Estimated cost savings achieved by completing and implementing this plan:

Put List of Waste Contractors Here

Appendix 1

<u>Waste Carrier</u>	<u>Carrier's Licence</u>	<u>Expiry</u>
SELECT A SKIP (UK) LTD , Network House, Badgers Way, Oxon Bus Pk, Shelton, Shrewsbury, Shropshire, SY3 5AB.	BUS/721203	30/09/2009
EA BARNES & SONS LTD , Unit 5, Vulcan Road, Lichfield, Staffordshire, WS13 6RW.	STS/769082	02/04/2010
BARDSLEY SKIP HIRE , 64 - 70, Cato Street, Nechells, Birmingham, West Midlands, B7 4TS.	BUT/775455	12/09/2009
BRIAN HILL WASTE MANAGEMENT LTD , Moor Street, Brierley Hill, West Midlands, DY5 3SN.	EAN/943186	30/10/2010
CHESHIRE WASTE SKIP HIRE LTD , Liverpool Road, Backford, Chester, Cheshire, CH1 6PE.	NOW/270030	14/10/2009
PORTHMADOG SKIP HIRE LTD , Penamser Industrial Estate, Porthmadog, Gwynedd, LL49 9NZ.	NOW/268695	23/03/2010
CHERRY HILL SKIP HIRE LTD , Knutton House, Cherry Hill Lane, Knutton, Newcastle Under Lyme, Staffordshire, ST5 6EE.	STS/769054	01/04/2010
A REDMAN AND SON LTD , China Street Garage, China Street, Fenton, Stoke On Trent, Staffordshire, ST4 3NJ.	BUT/773472	02/12/2009
DOWNING WASTE RECOVERY LTD , St Alban's Road, Common Road, Stafford, Staffordshire, ST16 3DR.	STS/769100	02/04/2010
THORNCLIFFE BUILDING SUPPLIES LTD , Allt Y Graig, Meliden Road, Dyserth, Rhyl, Denbighshire, LL18 6DE.	NOW/269479	10/12/2011
GREEN SKIPS LTD , Gaerwen Industrial Estate, Gaerwen, Anglesey, LL60 6HR.	NOW/268602	18/03/2010
FLINTSHIRE WASTE MANAGEMENT LTD , Ewloe Barn Industrial Estate, Mold Road, Alltami, Mold, Flintshire, CH7 6LG.	NOW/269483	26/03/2009
ABLE SKIP HIRE LTD , Unit 12 / 13, Centurian Way, Leyland, Preston, Lancashire, PR25 4GU.	LAN/495756	14/09/2009
B W SKIP HIRE LTD , 12, Dale Road, Cockersdale, Drighlington, Bradford, West Yorkshire, BD11 1ND.	YRI/446208	05/10/2009
AE BURGESS & SONS LTD , Ulverscroft Road, Leicester, Leicestershire, LE4 6BY.	BLT/657954	02/04/2010
CALDER VALLEY SKIP LTD , Belmont Recycling Centre, Rochdale Road, Sowerby Bridge, HX6 3LL.	YRI/445714	29/11/2011
BEESON WASTE DISPOSAL LTD , Waterside Garage, Waterside Road, Hadfield, Glossop, Derbyshire, SK13 1BS.	BLT/659176	17/08/2011
WASTECYCLE LTD , Enviro Building, Private Road No. 4, Colwick Industrial Estate, Nottingham, Nottinghamshire, NG4 2JT.	BLT/655972	25/02/2010
REDDITCH SKIP HIRE LTD , Weights Farm, Weights Lane, Redditch, Worcester, B97 6RG.	EAN/939387	09/08/2010
NICK BROOKES DEMOLITION & WASTE DISPOSAL , Wardle Industrial Estate, Green Lane, Wardle, Nantwich, Cheshire, CW5 6DB.	NSO/548532	18/01/2010
ALSAGER CONTRACTORS , Transfer Station, Peele Street / Cross Street, Longbridge Hays Ind Est, Stoke On Trent, Staffordshire, ST6 4PU.	STS/770502	10/04/2010
A.E. FAULKS LTD , The Wharf, Main Street, Hickling, Melton Mowbray, Leicestershire, LE14 3AH.	NTT/654183	16/04/2010

<u>Waste Carrier</u>	<u>Carrier's Licence</u>	<u>Expiry</u>
HOPKINSON WASTE MANAGEMENT LTD , The Stables, Portland Street, Whitwell, Worksop, Nottinghamshire, S80 4NL.	BLT/659498	24/03/2009
CHRIS NOBLE WASTE DISPOSAL LTD , The Timber Yard, Thornes Lane Wharf, Wakefield, West Yorkshire, WF1 5RF.	YRI/449233	18/09/2009
VIRIDOR WASTE MANAGEMENT LTD , Great Western House, Station Approach, Taunton, Somerset, TA1 1QW.	SOM/745186	02/04/2010
SOUTHAM PLANT HIRE SERVICES LTD , Hill Cottage, Hackwell Street, Napton, Warwickshire, CV47 8LY.	BLS/345104	02/05/2010
ENVIROWASTE SERVICES LTD , Office 1, Swalesmoor Farm, Swalesmoor Road, Boothtown, Halifax, West Yorkshire, HX3 6UF.	YRI/445413	24/06/2011
POTTERIES WASTE LTD , Turner Crescent, Newcastle Under Lyme, Staffordshire, ST5 7JZ.	BUT/771292	01/04/2010
BOLLAND SKIP SERVICES LTD , Bankwood Lane Ind Estate, Bankwood Lane, Rossington, Doncaster, DN11 0PS.	EAN/936972	07/06/2010
BROOKS METALS & WASTE LTD , Ashes Covert, Seighford Lane, Stafford, Staffordshire, ST18 9LQ.	NSO/546495	09/01/2012
H BROWN & SON (RECYCLING) LTD , Nevada Lane, Sneyd Industrial Estate, Burslem, Stoke On Trent, ST6 2BY.	STS/769120	02/04/2010
SEVERNSIDE RECYCLING , The Pines, Heol Y Forlan, Whitchurch, Cardiff, CF14 1AX.	SEW/697476	01/04/2010
B.A. SHORTHOUSE LTD , Knowle Sands Industrial Estate, Eardington, Bridgnorth, Shropshire, WV16 5JL.	BUS/721841	09/04/2010
WYRE FOREST RECYCLING SERVICES LTD , Meadows Farm, Bridgnorth Road, Kidderminster, Worcestershire, DY11 5RS.	BUS/721571	06/02/2010
ALLENS WASTE DISPOSAL LTD , 19/21, Balmoral Road, Altrincham, Cheshire, WA15 8HJ.	NSO/547878	21/06/2011
ALANS SKIP HIRE LTD (ASH Waste Services) , Broughton Mill Road, Bretton, Flintshire, CH4 0BY.	NOW/270013	18/08/2009
BELPER SKIP HIRE (Derwent Skip Hire) , Hill Farm, Moorwood Moor Lane, Wessington, Derby, Derbyshire, DE55 6DU	EAN/944701	03/11/2010
SKIPS R US , 2 Grange Park, Fen Rd, Chesterton, Cambridge, Cambs, CB4 1UN.	ACE/107658	11/01/2010
HILLS MINERAL & WASTE LTD , H O Ailesbury Court, High Street, Somerford Keynes, Marlborough, Wilts, SN8 A11.	TWE/675892	09/08/2009
M B Skips , Hazel Knoll Farm, Torkington Road, Hazel Grove, Stockport, SK7 6NW.	NSO/547052	22/03/2010
BRISTOL & AVON TRANSPORT & SKIP HIRE LTD , Ironchurch Road, Holesmouth, Avonmouth, Bristol, BS11 9BP.	AVN/028139	10/02/2010
WASTEFIL UK , Radford House, Stafford Park 7, Telford, Shropshire, TF3 3BQ.	BUS/722000	26/09/2009
PREMIER SKIP HIRE LTD , Unit 6, Avonside Industrial Park, Avonside Road, St Philips Marsh, Bristol, BS2 0UQ.	ENW/031826	22/03/2011
HIPPOWASTE , Titchfield House, Pegham Industrial Park, Laveys Lane, Fareham, Hampshire, PO15 6SD.	HAM/411781	14/09/2010
JOSEPH KIMBERLEY & SONS LTD , Chatterley Quarry, Chemical Lane, Burslem, Stoke On Trent, Staffordshire, ST6 4PB.	STS/769281	02/04/2010

<u>Waste Carrier</u>	<u>Carrier's Licence</u>	<u>Expiry</u>
BIFFA WASTE MANAGEMENT LTD , Coronation Road, Cressex Industrial Estate, High Wycombe, Bucks, HP12 3TZ.	NSO/545525	29/05/2010
DONALD WARD LTD , Rawdon Works, Moira Road, Woodville, Swadlincote, Derby, DE11 8DG.	EAN/930217	28/01/2010
RED MATERIAL LTD , The Manor, Haseley Business Centre, Warwick, Warwickshire, CV35 7LS	BUT/775446	06/09/2009
SMITHS (GLOUCESTER) LIMITED , Alkerton Court, Eastington, Stonehouse, Gloucestershire, GL10 3AQ	BLS/345125	08/05/2010
LSG CONTRACTING LTD , Church Road, Lydney, Gloucestershire, GL15 5ED	EAN/934061	11/04/2010
E & D JONES , Tanyffordd, Derwenlas, Machynlleth, Powys, SY20 8TN	NOW/268751	20/03/2010

Please inform Neil Fraser at Seddon Head Office with details of any new waste contractors used that do not appear on this list.