

CALA SITE WASTE MANAGEMENT PLAN





Site Waste Management Plan

FOR

HIMLEY VILLAGE, BICESTER

CALA HOMES COTSWOLDS LTD

Prepared By:	Signature:
Kevin Chapple Construction Director	
Reviewed By:	Signature:
Nadine Hodgson CDM Manager	

CALA GROUP SITE WASTE MANAGEMENT PLAN

1.0 REVISIONS

Rev. No.	Date	Details of Amendments	Revised By	Signature
1	15 th May 2024	Plan developed	Kevin Chapple	

2.0 DISTRIBUTION LIST

Date	Company	Title	Name
14/05/24	Cala Cotswold	Client Cala Cotswolds	Kevin Chapple
14/05/24	Cala Cotswold	Construction Director	Kevin Chapple
14/05/24	Cala Cotswold	Contracts Manager	Bill Mann
14/05/24	Cala Cotswold	Project Manager	Scott Harris
14/05/24	Cala Cotswold	Quantity Surveyor	Gareth Ward

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4. PROJECT DIRECTORY

Client	Cala Homes Cotswolds LTD, 1 Oxford Technology Park, Technology Drive, Kidlington, England, OX5 1GN	Tel: 01865 347334
	Kevin Chapple Cala Homes Cotswolds LTD, 1 Oxford Technology Park, Technology Drive, Kidlington, England, OX5 1GN	Tel: 01865 347334 Contact: 07816 351145 Construction Director
	Rob Sutton Cala Homes Cotswolds LTD, 1 Oxford Technology Park, Technology Drive, Kidlington, England, OX5 1GN	Tel: 01865 347334 Contact 07894 315126 Commercial Director
	David Lambert Cala Homes Cotswolds LTD, 1 Oxford Technology Park, Technology Drive, Kidlington, England, OX5 1GN	Tel: 01865 347334 Contact: 07800 914904 Principal Designer Technical Director
	Matt Stubblefield CALA Group	Contact: 07384 536895 Group Health & Safety Manager

5.0 PROJECT DESCRIPTION

5.1 Programme of Works:

Works are anticipated to commence on 123no plots in summer of 2024 with completion to be achieved in 39months. The duration of this development will therefore be approximately 170 weeks.

5.2 Site Location:

Himley Village, Middleton Stoney Road, Bicester, OX26 1RT

5.3 Description and Scope of Works:

Construction of 123no plots with a mixture of detached, semi-detached, terrace and maisonettes. Works associated with works include but are not limited to:

- Topsoil strip.
- Sewers install.
- Road formation and build.
- Link with current services
- Services lay (water, gas and electric).
- Erection and use of scaffolding.
- Temporary works where appropriate.
- Foundations work.
- Installation of floor slab.
- Brickwork.
- Landscaping where applicable.
- Roof work.
- Carpentry
- Painting and decorating

6. PROJECT OBJECTIVES AND RESPONSIBILITIES

6.1 Objectives

The Project Objectives are:

- To take reasonable steps to ensure waste management controls are observed including the duty of care (see 6.2 below)
- To minimise the amount of waste generated and maximise the amount of waste reused and recycled.
- To reuse as much waste as possible on site. Where reuse on site is not possible to identify the most appropriate waste management option in line with the waste hierarchy

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- To manage waste as close as possible to the site location
- To provide training to improve awareness of waste management issues with all staff and sub contractors and to ensure correct waste management practices are followed on site.

6.2 Duty of Care

All duty holders have a statutory duty of care under Section 34 of the Environmental Protection Act in relation to the management of waste; this duty of care places a legal, ethical and moral obligation on those in control of this site in particular the Client and the Principal Contractor. This duty of care extends to all CALA and Contractors personnel including those involved in the planning of the work, site operatives and waste contractors and requires everyone involved to:

- Prevent others from depositing, storing, treating or otherwise disposing of waste without a valid licence or
- Contravening the licence conditions; or acting in a manner likely to cause environmental pollution or harm to human health.
- Prevent the waste from escaping from storage containers and polluting the environment.
- Ensure that waste is only transferred to an authorised (licensed) person.
- Include with the waste transfer a written description sufficient to enable others to comply with the duty and avoid committing an offence. (A compulsory transfer note system was introduced by the Environmental Protection (Duty of Care) Regulations 1991)

6.3 Declaration

We, CALA Homes Cotwolds Ltd, hereby declare that we are aware of the waste duty of care in Section 34 of the Environmental Protection Act 1990(1) and the Environmental Protection (Duty of Care) Regulations 1991(2), and will therefore adhere to the above listed objectives and responsibilities relating to waste management and the correct handling of materials.

Name: Kevin Chapple

Signed:



Date: 15th May 2024

6.4 Principal Contractor Responsibilities

The Responsibilities of the Principal Contractor in relation to this project SWMP are set out below.

The Regulations require a named person on site to take responsibility for the day to day control and implementation of waste management. For this site and all other projects where CALA are the client and/or the principal contractor this responsibility will rest with the Site Manager; the duties of the Site Manager include but are not limited to:

- Ensuring waste is managed on site according to the SWMP. This includes ensuring appropriate segregation of waste on site and making arrangements for the removal of waste from site.
- Ensuring all CALA and Sub-Contract site operatives receive training as part of their site induction to help them understand their duties in relation to the SWMP. The training to include why the SWMP is required, Waste Management Issues, Roles and Responsibilities, Waste Minimisation Arrangements, Waste Segregation Arrangements, Waste Collection Arrangements. Receipt of training should be filed within the Construction Phase Health and Safety Plan.
- Ensuring compliance with the duty of care and other relevant legislation.

The Site Manager is the contact point for all site operatives including employees of CALA, Sub-Contractors and for those employed by waste contractors.

All staff working on this site are responsible for adhering to the SWMP. This includes attending training as specified and following arrangements for the movement and segregation of waste on site.

Details of the Sub-Contractors and Waste Contractors involved on this site including their responsibilities are set out below

6.5 Sub Contractor Responsibilities

All Sub-Contractors are listed in the table below along with their contact details and responsibilities. All Sub-Contractors are responsible for adhering to this SWMP including:

- Attending training as directed by the Site Manager
- Following the agreed arrangements for collecting and segregation of waste on site as specified in the SWMP and/or through training received.
- Responsibility for contacting the Site Manager if they are unclear about any aspects of waste management on site.

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6.6 List of Sub-Contractors

Contractors Company name address, telephone number & name and email address of Contact	Description of Work being Carried out on Site	Responsibility in relation To the SWMP
(TBC)	Felting, battening and tiling roofs on 48 detached houses with garages	(TBC) are responsible for ensuring that the materials they bring onto this site are sufficient to complete the works they are contracted for without any excess. Any unused items and items that can be re-used elsewhere are to be removed from site by (TBC). Re-usable items must not be thrown into waste skips. CALA will provide skips for waste materials; all waste must be kept to an absolute minimum and segregated prior to being placed in the waste skip.
(TBC)	Groundworks, Roads and Sewers, Piling	The Ground worker is responsible for ensuring that the materials they bring onto this site are sufficient to complete the works they are contracted for without any excess. Any unused items and items that can be re-used elsewhere are to be removed from site by The ground worker. Re-usable items must not be thrown into waste skips. CALA will provide skips for waste materials; all waste must be kept to an absolute minimum and segregated prior to being placed in the waste skip.
(TBC)	Construction of brickwork and blockwork to form the shells of the properties along with internal walls where required, Retaining walls, boundary walls and brickwork splash courses.	The Brickwork contractor is responsible for ensuring that the materials they bring onto this site are sufficient to complete the works they are contracted for without any excess. Any unused items and items that can be re-used elsewhere are to be removed from site by the Brickwork contractor. Re-usable items must not be thrown into waste skips. CALA will provide skips for waste materials; all waste must be kept to an absolute minimum and segregated prior to being placed in the waste skip.

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(TBC)	Supply and fitting of all glazed windows and patio doors	The Window contractor is responsible for ensuring that the materials they bring onto this site are sufficient to complete the works they are contracted for without any excess. Any unused items and items that can be re-used elsewhere are to be removed from site by Unique operatives. Re-usable items must not be thrown into waste skips. CALA will provide skips for waste materials; all waste must be kept to an absolute minimum and segregated prior to being placed in the waste skip.
(TBC)	Supply and erection of scaffold to provide working platforms to allow other trades on the development to carry out their activities in a safe and practical manner.	The Scaffolding Contractor is responsible for ensuring that the materials they bring onto this site are sufficient to complete the works they are contracted for without any excess. Any unused items and items that can be re-used elsewhere are to be removed from site by the contractor's operatives. Re-usable items must not be thrown into waste skips. CALA will provide skips for waste materials; all waste must be kept to an absolute minimum and segregated prior to being placed in the waste skip.
(TBC)	Construction of trussed roofs to houses and porches, first and second fix carpentry works to include low level and svp boxings, fitting of all ironmongery	The Carpentry & Joinery contractors operatives are responsible for ensuring that the materials they bring onto this site are sufficient to complete the works they are contracted for without any excess. Any unused items and items that can be re-used elsewhere are to be removed from site by the contractor. Re-usable items must not be thrown into waste skips. CALA will provide skips for waste materials; all waste must be kept to an absolute minimum and segregated prior to being placed in the waste skip.
(TBC)	Felt batten and tile roofs and porches to the houses on this development.	The Roofing Contractor is responsible for ensuring that the materials they bring onto this site are sufficient to complete the works they are contracted for without any excess. Any unused items and items that can be re-used elsewhere are to be removed from site. Re-usable items must not be thrown into waste skips. CALA will provide skips for waste materials; all waste must be kept to an absolute minimum and segregated prior to being placed in the waste skip.

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(TBC)	Supply and fit all electrical cable runs, sockets, Switches, consumer units, light fittings etc to include testing	The Electrical contractor is responsible for ensuring that the materials they bring onto this site are sufficient to complete the works they are contracted for without any excess. Any unused items and items that can be re-used elsewhere are to be removed from site. Re-usable items must not be thrown into waste skips. CALA will provide skips for waste materials; all waste must be kept to an absolute minimum and segregated prior to being placed in the waste skip
(TBC)	Supply and apply all paint finishes to the internal and external of a limited number of plots	The Decorating Contractor is responsible for ensuring that the materials they bring onto this site are sufficient to complete the works they are contracted for without any excess. Any unused items and items that can be re-used elsewhere are to be removed from site.. Re-usable items must not be thrown into waste skips. CALA will provide skips for waste materials; all waste must be kept to an absolute minimum and segregated prior to being placed in the waste skip.
(TBC)	Plastering and dry lining to all houses along with rendering to party walls	The Plastering Contractor is responsible for ensuring that the materials they bring onto this site are sufficient to complete the works they are contracted for without any excess. Any unused items and items that can be re-used elsewhere are to be removed from site. Re-usable items must not be thrown into waste skips. . CALA will provide skips for waste materials; all waste must be kept to an absolute minimum and segregated prior to being placed in the waste skip.
(TBC)	Supply and fitting of wall and floor tiles to specified walls and floors to a limited number of plots	The Tiling contractor is responsible for ensuring that the materials they bring onto this site are sufficient to complete the works they are contracted for without any excess. Any unused items and items that can be re-used elsewhere are to be removed from site. Re-usable items must not be thrown into waste skips. CALA will provide skips for waste materials; all waste must be kept to an absolute minimum and segregated prior to being

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6.7 Waste Management Contractors Responsibilities

All Waste Contractors are listed in the table below along with their contact and licence details. All Waste Contractors are responsible for adhering to the SWMP including:

- Waste Contractors will attend training as directed by the site manager.
- All Waste Contractors are responsible for ensuring compliance with the duty of care as specified in 5.2 above.
- All Waste Contractors are responsible for ensuring waste is managed off site as specified within the SWMP. They are responsible for ensuring the waste management facilities being used are correctly licensed for the type of waste being handled and that records are provided to the site manager.
- Waste Contractors are responsible for removing waste off site and transporting to a licensed waste management facility.
- Waste Contractors are responsible for providing adequate containers for the collection and segregation of waste as specified in the SWMP.

6.8 List of Waste Management Contractors

<i>Contractors Company name, address, telephone number & name and email address of contact. Waste Transfer Licence No. and expiry date</i>	<i>Description of Work being Carried out on Site</i>	<i>Responsibility in relation To the SWMP</i>
(TBC)	(TBC)	(TBC)

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7.0 LEGISLATION

7.1 Compliance

CALA as Principal Contractors for this development will ensure as far as is reasonably practicable that legislation governing the production, and transfer of waste on and from this site is being complied with at all times.

The **Template** for the **SWMP** will initially be provided by the **CALA Group CDM Coordinator** and passed to the **Construction Director** for this project who will ensure compliance with legislation during the planning stages. **The Construction Director** will consult with others involved in the project in relation to the information to be included in the site waste management plan data sheet in **appendix 1**.

The waste assessment list in **appendix 3** will be used as part of this process.

The Site Manager with assistance from the **Construction Director** will take over responsibility of managing the SWMP during the construction phase.

Part of the duties of the **Site Manager** will be to ensure that all documentation in relation to the transfer of waste from this site is filed within section 11 of this SWMP, copies of consignment notes are kept in section 12 and copies of waste management licenses are filed within section 15; all documents to be available for inspection during the project.

Once the Project is complete the **Construction Director** assisted by the **Site Manager** will complete the a “Lessons Learnt” report as detailed in **appendix 2**; this review of the performance of this SWMP must be completed within 1month of practical completion and a detailed report submitted to the Board. It is important that the lessons learnt during this project are passed on to **everyone** who has an involvement with SWMP’s on CALA sites.

At the end of the project the **Construction Director** will arrange for the completed SWMP to be dead filed for future reference, to comply with legislation the SWMP will be kept for a minimum of five years.

7.2 Register of Legislation

Construction Activity	Waste Legislation and Other Relevant Legislation	Documents and Records Kept
Ordering/Procuring Materials	Chemical Hazard Information and Packaging for Supply Regs.	Material Safety Data Sheets to be forwarded to Construction Director and/or Site Manager for filing in the CPHSP
Procuring, storing and using hazardous materials	Control of Substances Hazardous to Health Regs.	CoSHH Assessments as above in CHiPS.
Waste Management	Waste Management and Licensing Regs.	Copies of Waste Management Licenses filed in the site office red folder system
	Pollution Prevention and Control	PPC permits filed in the site office red folder system
	Waste Carriers	Copies of Waste Management

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		Licenses filed in the site office red folder system
	Duty of Care	Copies of Waste Management Licenses filed in the site office red folder system

7.3 Site Document Register

The following Documents relating to the SWMP will be filed as per information in the table below.

Document Name	Location of Document	Length of time records will be kept	Contact
SWMP	The SWMP Proforma will be started by the CDM Coordinator and passed to the Construction Director who will be responsible for updating and maintaining the SWMP up to the commencement of the Construction Phase; once the Construction Phase starts the SWMP will be held on site by the Site Manager	Min 5 years	Construction Director up to the start of Construction Phase, followed by the Site Manager.
Training Records	All Training Records will be held within the Construction Phase H&S Plan	Min 5 years	Site Manager
Site Induction Records	As Above	Min 5 years	Site Manager
Meeting Minutes	As Above	Min 2 years	Site Manager
Register of Legislation	Contained in 7.2 above	Min 2 years	Site Manager
Waste Transfer Notes	Copies of Waste transfer Notes filed in the site office red folder system.	Min 2 years	Site Manager
Consignment Notes	Consignment Notes filed in the site office red folder system.	Min 3 years	Site Manager
Discharge Consent	Discharge Consent forms filed in the site office red folder system.	Min 3 years	Site Manager
Trade Effluent Consent	Trade Effluent Consent forms filed in the site office red folder system.	Min 2 years	Site Manager
Waste Management Licence	Copies of the Waste Management Licence filed in the site office red folder system.	Min 2 years	Site Manager
Method Statements and Risk Assessments	Copies of Risk Assessments will be held within filed in the site office red folder system.	Min 2 years	Site Manager

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COSHH Assessments and MSDS's	Copies of COSHH Assessments will be filed in the site office red folder system	Min 2 years	Site Manager
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7.0 WASTE ARISING AND MANAGEMENT OPTIONS

7.1 Waste Arising

Details of the Waste Arising during this project will be recorded, reviewed and fed back to the regional commercial department for distribution.

Copies of which can be found in the Red folder system located in the site office. The data sheet will initially be completed by the Construction Director and filed in section 8 of the SWMP.

Prior to the commencement of the Construction Phase the SWMP including the waste data sheet will be handed over by the Construction Director to the Site Manager.

The SWMP data sheet will also detail the waste management option proposed for each waste type.

A new data sheet will be produced every time this information is updated throughout the life of this project; all earlier and current versions of the data sheets are to be filed within Section 8 of the SWMP.

The types of waste expected to be produced, the legislation that governs that particular type of waste and the documentation to be used to record and control the waste are included within Appendix 3 of this SWMP

7.2 Management options

- On every project as much of the demolition materials as possible are to be re-used on site, wherever possible materials that cannot be re-used will be recycled, any special wastes will be disposed of through a specialist waste disposal company.
- Quantities of materials ordered to be monitored to avoid over ordering.
- Top soil to be retained on site for re-use.
- All metals to be recycled.
- All waste plasterboard to be recycled
- All waste timber to be recycled
- All waste glass to be recycled
- “Just in time” deliveries to be the norm to avoid damage during longer term storage.

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- All unwanted and excess deliveries to be returned promptly to supplier

9.0 MANAGEMENT OF WASTE ON SITE

9.1 Waste Management





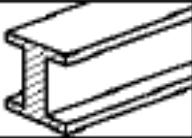
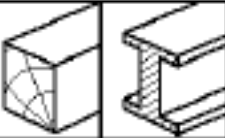


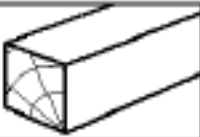
The day to day management of waste on this site will be carried out by the Site Manager; the Site Manager will be responsible for:

- Insuring that all site operatives including contractors are given training on the SWMP as part of their site induction and that training records are filed within the CPHSP.
- Updating the waste data sheet as the project progresses and filing earlier versions of the data sheet within this SWMP.
- Ensuring that the procedures outlined within this SWMP for the re-using and recycling of materials on site are followed by both CALA and Contractors Personnel.
- Identifying areas for the storage and segregation of waste and ensuring that colour coded skips and bins are available for storing waste materials.
- Ensuring that copies of transfer notes, consignment notes, licenses, discharge consents and all other paper work relating to waste control is correctly filed within this SWMP and available for inspection at all times.
- At Practical Completion of this project passing the SWMP to the Construction Director and assisting the Construction Director in completing the lessons learnt report detailed in Appendix 2 of this SWMP.

9.2 Colour Coding of Skips etc.

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Whenever possible skips and other containers for holding waste will be colour coded and clearly labelled to comply with the National Standard for the colour coding of waste containers as shown below.

	Biohazard
	Gypsum
	Hazardous
	Inert
	Metal
	Mixed
	Packaging
	Plate Glass
	Wood

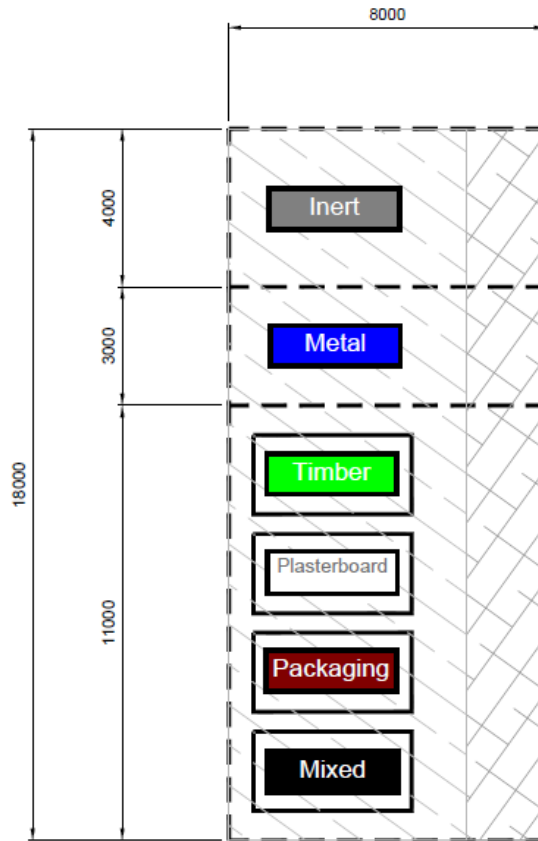
9.3 Re-use and Re-cycling on site

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On a daily basis materials that will be re-used or recycled on site will be segregated and stockpiled in designated areas by CALA and Contractors Personnel. Where applicable reprocessing will take place in this area. Where applicable waste containers will be locked at the end of the working day; the location of recycling areas will be given to all contractors and site operatives during their induction training.

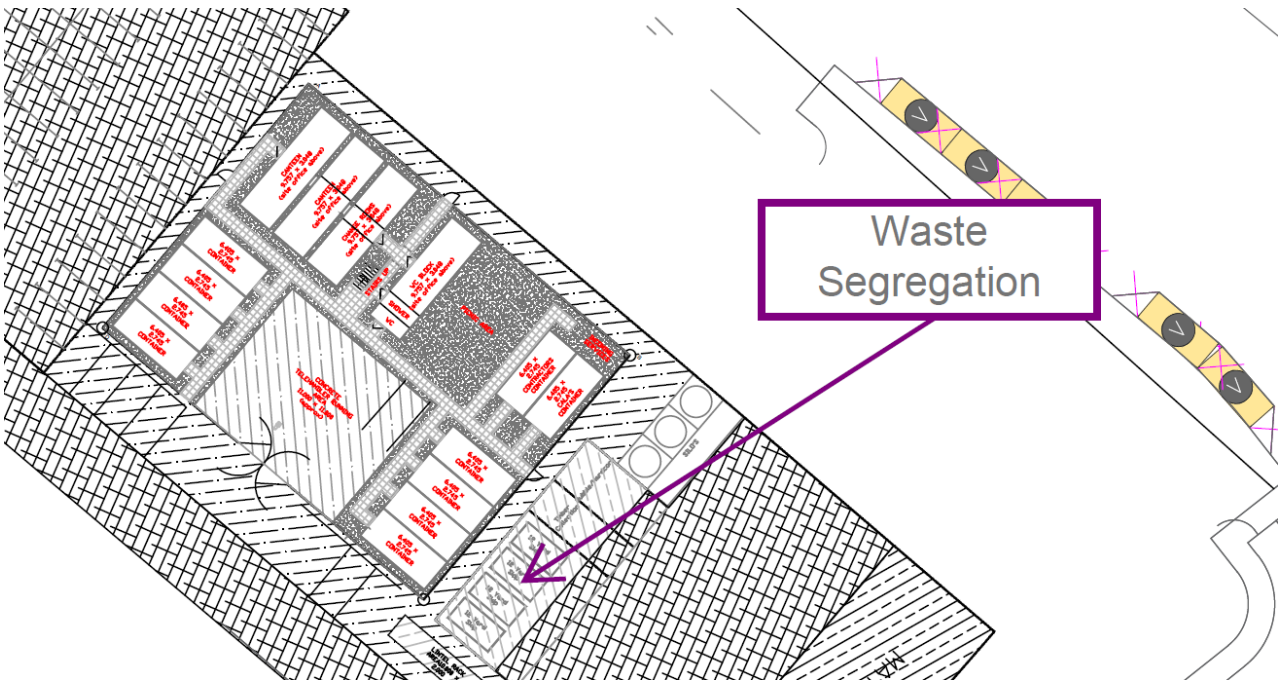
9.4 Re-use and Re-cycling off site

Materials that are to be taken off site for recycling will be closely monitored by the Site Manager to ensure that the transfer of materials is necessary and the materials cannot be re-used or recycled on site. The possibility of materials being re-used on sites in close proximity to the site of origin should be discussed with the Construction Director and/or QS.



Skips & Storage
scale 1:200 @ A1

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10.0 MEASURING AND MONITORING

To ensure compliance with the SWMP it is important that all the quantities of materials being re-used, recycled or disposed of off site are carefully recorded. This information will be collected on a daily basis by the site manager and will be used to complete the lessons learned section on completion of this project and the monitoring form below.

Monitoring Aspect	Frequency	Information Used to Monitor
Amount of waste generated versus amount predicted	At end of demolition and site clearance phase and at the practical completion of the project	SWMP data sheet, information from QS, Waste Transfer Notes, consignment notes
Amount of waste reused verses amount predicted	At Practical Completion	SWMP data sheet, information from QS, Waste Transfer Notes, consignment notes
Amount of waste reused verses amount predicted	At Practical Completion	SWMP data sheet, information from QS, Waste Transfer Notes, consignment notes
Compliance with duty of care	Daily	Waste Transfer notes and Licenses
Waste Carriers	Daily	Waste Transfer notes and Licenses