

Waste Management Plan

1. Purpose

To identify key waste streams arising on site, requiring management by Keepmoat, and how these are best managed to minimise environmental harm and cost.

2. Scope

The requirements for a Waste Management Plan applies to all Keepmoat Homes developments irrespective of size and location.

This plan provides details of:

- ▶ waste streams to be removed from site,
- ▶ how they are contained,
- ▶ waste offtaker details for each waste stream

This plan makes reference to but does not provide controls for the management of waste under a Materials Management Plan

3. Process

Waste Management Plans are developed and subsequently reviewed in two phases:

Phase A – Following successful agreement to purchase the site, the Plan will be drafted by the Commercial Team, supported by the HSS Team. It will form part of the Pre-Construction Information.

Phase B – The Plan will be finalised by the Construction Team. It will form part of all Construction Phase Plans.

Across both phases all participants will ensure that arrangements are:

- ▶ Suitable, practicable and effective,
- ▶ Compatible with the desired build route,
- ▶ Implemented and maintained throughout the construction lifecycle,
- ▶ Ensure that groundworkers and other subcontractors making use of Keepmoat procured waste services operate in line with this plan and are held accountable for contamination or additional waste costs through failures to observe requirements.
- ▶ During Phase B, Any deviation from the plan must be signed off by the Construction Director and the plan updated accordingly.

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1. Site Details

Site Name:	Church Road, Stowmarket
Address (& Postcode):	Church Road , Old Newton, IP14 4ED
Date originally drafted:	11.05.2023
Site Manager details: (name, phone, email)	TBC
Regulator Contact Details	Environmental Agency, SEPA, Natural Resources Wales as applicable

2. Change Log

Any changes to the Waste Management Plan **must be signed off** by the Construction Director unless an emergency.

VERSION NO:	DATE:	DETAILS OF CHANGE	REVIEWED BY:

3. Waste Management Plan Sign off

Phase A – Waste Planning					
Commercial	Name & Signature	Date	HSS	Name & Signature	Date
Phase B - Construction					
Construction Director	Name & Signature	Date	Contracts Manager	Name & Signature	Date
Site Manager	Name & Signature	Date			
<p>By signing above, you are confirming that:</p> <ul style="list-style-type: none"> a) All waste from the site is dealt with in accordance with the waste duty of care in section34 of the Environment Protection Act 1990 and the Environment Protection (Duty of Care) regulations 1991; b) Materials will be handled efficiently, and waste managed appropriately in line with the principals of the waste hierarchy. 					

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4.Responsibility for Waste Management

The table below is pre-filled – this should be updated to reflect actual site activities and responsibilities for waste.
This table should be used on site to assure responsibility for waste with sub-contractors

SITE ACTIVITY/SUB CONTRACTOR WORK PACKAGE	PRIMARY WORK STREAMS	WHO IS RESPONSIBLE FOR WASTE MANAGEMENT
Brick & Blockwork	Bricks	Subcontractor (replace with name)
Building Envelope/ Cladding	Timber, Plastic, Cardboard, Hard-core and Rubble	Subcontractor (replace with name)
Canteen Activities	Paper, Cardboard, Metal Packaging, Plastic Packaging and Food Waste	Keepmoat
Site Clearance	Hard-core, Spoil, Timber and Plastics	Subcontractor (replace with name)
Dry Liners	Plasterboard, metal studwork and insulation offcuts	Subcontractor (replace with name)
Foundation and Piling	Spoil	Subcontractor (replace with name)
Groundworks	Spoil	Subcontractor (replace with name)
Mechanical & Electrical (M&E)	Cables, Metals, Timber Cable Drums, Plastics, Cardboard	Subcontractor (replace with name)
Landscaping & Habitat Restoration	Top Soil & Green Waste	Subcontractor (replace with name)
Office Activities	Paper, Cardboard, Plastic Packaging, General Office Waste	Keepmoat
Removal of Site Compound Offices / Final Clear away	Timber, Hard-core, Plastics and Office Waste	Keepmoat
Structure	Bulk Concrete	Subcontractor (replace with name)
Other		

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5. Waste Stream Register

Any waste stream identified in section 4; that will be a Keepmoat responsibility to managed on site, must be listed below.

Amend the table as appropriate to ensure all Keepmoat waste streams removed from site are identified with verified license details

DESCRIPTION OF WASTE	EWC	CONTAINMENT (e.g. skip, bin, bay)	SEASON TICKET EXPIRY	WASTE CARRIER DETAILS				WASTE DETAILS	
				NAME	CONTACT DETAILS	LICENCE NO	LICENCE EXPIRY	NAME	PERMIT NO
Non-Hazardous Waste									
Mixed Packaging	15 01 06								
Mixed Construction and Demolition waste	17 09 04								
Wood	17 02 01								
Mixed Metals	17 04 07								
Concrete, Bricks, Tiles and Ceramics	17 01 07								
Soil and Stones	17 05 04								
General Waste	20 01 01								
Gypsum (Plasterboard)	17 08 02								
Road sweeper (street-cleaning residues)	20 03 04								
Enter other waste stream here									
Hazardous Waste									
Empty packaging with residues of hazardous substances e.g. paint cans, adhesive or sealant (mastic) containers	15 01 10*								
Absorbents or cloths contaminated with hazardous substances, e.g. used spill kits, oily rags etc	15 02 02*								
Enter other waste stream here									

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6. Monitoring

The Site Manager (or nominated competent other) will:

- ▶ With support from the Contract Manager ensure this plan remains up to date.
- ▶ Verify details and sign all waste transfer and consignment notes, this requirement is the same for both paper or digital formats
- ▶ Paper copies will be safely filed on site and retained for
 - 2 years for all non-hazardous waste transfer notes
 - 3 years for all hazardous/special waste consignment notes
- ▶ Undertake joint site inspections with the waste contractor and act on identified actions
- ▶ Ensure all staff and contractors are briefed on the use of waste facilities and their obligations to segregate waste

The Forklift Driver will:

- ▶ Monitor skips to ensure that contamination of segregated skips does not occur.
- ▶ Ensure waste areas are tidy and work to prevent litter and other waste debris

The Commercial Team will:

- ▶ Ensure sufficient budget is made available to ensure Keepmoat can comply with its legal obligations and to implement the waste hierarchy wherever practicable
- ▶ Ensure any new waste contractor is assessed for legal compliance before they remove any waste from site

The HSS team will:

- ▶ Undertake annual legal compliance (Duty of Care) audits of all approved waste contractors
- ▶ Assess compliance with Keepmoat requirements during Compliance Audits and highlight opportunities for improvement and best practice

7. Implementation Checklist

CHECKS (please tick)	Who	Yes	No
Have terms and commercial rates been agreed with the waste management contractor(s)?	Commercial		
Have data reporting procedures been agreed with waste management contractor(s)?	HSS		
Have all waste management contractor and waste destination details been verified?	HSS & Commercial		
Has a waste segregation/collection area been prepared?	Construction		
Has the waste management area been adequately signed?	Construction		
Have adequate bins and skips been ordered to contain all waste streams?	Construction		
Has a hazard waste station been prepared?	Construction		
Have all necessary staff and contractors been briefed on site waste management?	Construction		

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Has the Waste Management Plan been approved by all signatories?	All		
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