

REQUIREMENTS*

PRINCIPAL CONTRACTOR

UPDATING A PLAN:

PROJECTS BETWEEN £300,000 TO £500,000: (para. 7)

Whenever any waste is removed from the site the principal contractor must record:

- The identify of the person removing the waste
- The type of waste removed
- The site the waste is being taken to

Within 3 months of work being completed the principal contractor must add:

- Confirmation that the plan has been monitored on a regular basis to ensure that work was progressing to the plan and has been updated
- An explanation of any deviation from the plan

It is an offence for the principal contractor (or client, if no principal contractor) if the above is not carried out

PROJECTS OVER £500,000 (para 8.)

When any waste is removed from site the principal contractor must record:

- The identify of the person removing the waste
- Waste carrier registration number
- A copy, or reference to the written description of the waste
- The site the waste is being taken to and whether the site holds a permit or is exempt

As often as necessary to ensure the plan accurately reflects the progress of the project (not less than every six month)s:

- Review the plan
- Record the types and quantities of waste produced
- Record the types and quantities of waste that have been:
 1. Re-used (on or off site)
 2. Recycled (on or off site)
 3. Recovery (on or off site)
 4. Landfill
 5. Otherwise disposed of

If necessary produce a further plan making changes to reflect the progress

Within 3 months of work being completed the principal contractor must add:

- Confirmation that the plan has been monitored on a regular basis to ensure that work was progressing to the plan and has been updated
- Comparison of the estimated quantities of each waste type against the actual quantities
- An explanation of any deviation from the plan
- Estimate of cost savings that have been achieved from the SWMP

It is an offence for the principal contractor (or client, if no principal contractor) if the above is not carried out

AVAILABILITY OF PLAN: ALL PROJECTS (para. 9)

The principal contractor must ensure that the plan is kept at

- a) the site office, or
- b) if there is no site office, at the site.

The principal contractor must ensure that every contractor knows where it is kept, and must make it available to any contractor carrying out work described in the plan.

It is an offence for the principal contractor (or client, if no principal contractor) if the above is not carried out.

KEEPING PLANS: ALL PROJECTS (para 10)*

The principal contractor must keep the plan for 2 years after the completion of the project at their principal place of business or at the site of the project.

It is an offence for the principal contractor (or client, if no principal contractor) if the above is not carried out.

CLIENT

APPOINTMENT OF PRINCIPAL CONTRACTOR (para. 4)

A client who intends to use one or more contractors for any project must appoint a contractor as a principal contractor

If a client does not use a contractor, all obligations placed on the principal contractor must be carried out by the client

PREPARATION OF A SITE WASTE MANAGEMENT PLAN (para. 5)

Any client who intended to carry out a project on once construction site with an estimated cost > £300,000 (excluding VAT), must produce a plan before construction work begins

REQUIREMENTS FOR A SITE WASTE MANAGEMENT PLAN (para. 6)

Identify on the SWMP: (para. 6)

- Client
- Principal Contractor
- Person who drafted it
- Describe the construction works:
 - Location of the site
 - Estimated cost of the project

- Any decision taken on waste minimisation in relation to:
 - Project nature
 - Design
 - Construction method
 - Materials employed
- Describe and estimate the quantity of the waste types produced during the course of the project
- Identify the waste management action proposed for each waste type including:
 - Re-use, recycling, recovery and disposal
- Declaration that the client and the principal contractor will take all reasonable steps to ensure:
 - All waste from site is dealt with under the waste duty of care legislation
 - Materials will be handled efficiently and waste managed appropriately

Please note that starting a project without a SWMP is an offence for the client and the principal contractor

*To be finalised