

Site Waste Management Plans: non-statutory guidance and tools currently available

Introduction

Site Waste Management Plans (SWMPs) were introduced in England for construction projects over £300,000 in value. The SWMP Regulations and Statutory Guidance was published by Defra. This document provides an overview of the additional, non-statutory guidance on Site Waste Management Plans (SWMPs), which is currently available from various organisations.

The available tools and guidance are briefly described, with links for further information. The information available is suitable for all sizes of project and can be used for projects below £300,000 in value. The list also includes the DTI (now BERR) Code of Practice (2004), which can also be used for projects falling under the threshold of £300,000.

This document has five sections:

1 Introduction

2 Related requirements

3 SWMP tools and guidance available – a short description and website reference for each source of tools and guidance to develop and implement a SWMP

4 Further sources of SWMP information and resources available – a short description and website reference for additional sources of information relating to SWMPs

5 A matrix of SWMP tools, guidance, information and resources

Related requirements

Communities and Local Government: Code for Sustainable Homes (CSH)

What it is: the Code measures and rates the overall sustainability performance of a new home against categories of sustainable design. A new home can achieve a sustainability rating from one to six stars representing levels of achievement, with one star being the entry level, i.e. just above the requirements of the Building Regulations.

For all levels of rating, the Code requires a SWMP to be produced, in accordance with relevant guidance from WRAP, Envirowise, BRE and DEFRA. Extra credits are available for demonstrating improved waste minimisation and management.

Target audience: All new homes that reach initial notice, full plans or building notice stage of the building control process after April 2008 are required to be rated against the Code.

Availability: the Code and associated Guidance are already freely available from the Communities and Local Government.

Further information link: www.communities.gov.uk

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Tools and guidance

BRE: SMARTWaste Plan tool

What it is: BRE have designed a free software tool for preparing, implementing and reviewing a SWMP. This tool includes an integrated waste measurement tool (updated and improved version of SMARTStart). SMARTWaste Plan will therefore help manage all aspects of creating SWMPs and measuring waste generated on projects. There is the option of using the online interactive pages to create the SWMP or using a downloadable, paper based, word template version. BRE recommend using the online version which will provide enhanced features as it is linked to online waste measurement, industry waste benchmarks and a recycling site locator tool (BREMAPP), so enabling greater functionality and reporting features.

Target audience: all construction sectors.

Availability: a trial of SMARTWaste is currently in place. A final version of SMARTWASTE was launched in February 2008

Further information link: <http://www.smartwaste.co.uk/swmp>

BRE: SWMP support services

What it is: additional advice, training and support linked to SWMPs. This includes embedding SWMPs into CSR/ company environmental policy; compliance with CSH; reviewing SWMPs; training relating to all aspects of SWMPs; bespoke monitoring, company case studies, cost benefit evaluation and achieving best practice.

Target audience: all construction sectors

Availability: current

Further information: www.smartwaste.co.uk

Construction resources and waste platform (CRWP): Site Waste Management Plan tool

What it is: CRWP has three main objectives: developing a website providing a one-stop information source on all aspects of construction waste; engaging stakeholders and ensuring the construction industry provides inputs to the BREW activities; undertaking research on knowledge gaps on aspects of construction waste and resource efficiency. As part of the activities to achieve the latter objective, CRWP has developed a free web-based tool which ties in with other waste management models, such as SMARTwaste but with the added specification to provide representations of cost savings and efficiency of the projects undertaken. It is an easy to use, basic user interface tool with the flexibility to provide output summaries of the expected and actual waste tonnages and costs associated with each phase of a project. These outputs will be suitable to be used as appendices for the site's SWMP document. The user will have the ability to opt to complete a more detailed record of each waste management activity throughout the life of the project, acting as a central hub for the collation of day to day data and paperwork handling. This tool incorporates web resources from Netregs, Envirowise and WRAP.

Target audience: all construction sectors

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Availability: Launched in March 2008.

Further information: <http://www.crwplatform.co.uk/>

Envirowise: SWMP workshops, SWMP Builder tool and site visits

What it is: Envirowise provides free advice to businesses on environmental issues, through a hot line and site visits. For SWMPs, it has developed and delivered workshops and a prediction and decision-making tool, the "SWMP Builder". The latter is an Excel spreadsheet and it is intended to aid decision making for the site manager or waste manager on a construction site. It helps in organising all the likely types and quantities of waste arising from the project, stage by stage, and it provides options for the management of that waste: be that reduced ordering; reusing on site or recycling. The Excel spreadsheet is supported by a 20-minute animated training programme taking the user through the various steps necessary to correctly populate the spreadsheet. From April 2008, Envirowise and WRAP are working jointly, to co-ordinate provision of guidance and tools.

Target audience: all construction sectors; in particular, smaller projects.

Availability: free advice is provided by contacting Envirowise; workshops are regularly run around the Country.

Further information link: www.envirowise.gov.uk

NHBC/WRAP SWMP – housing - Templates

What it is: three free templates and guidance based on standard, good and best practice for writing and implementing SWMPs for house builders. These meet the requirements of the forthcoming Regulations and the Code for Sustainable Homes. The templates are available electronically and in a paper based format. There is also extra information in terms of checklists for different job roles and procedures for both trade and waste management contractors.

Target audience: specific for the house building sector

Availability: March 2008.

WRAP: SWMP templates, training and guidance

What it is: WRAP provides a range of interlinked free guidance tools. The SWMP templates, incorporating the housing models developed in collaboration with NHBC, are in the form of an Excel spreadsheet. The templates can be used in their entirety as a complete SWMP or relevant elements of them can be incorporated into existing templates or systems that a company may be using. These templates are presented as a series of steps that provide a logical sequence through the construction cycle, from pre-design, design and specification, procurement, on-site and to project completion and review. They also include:

- Guidance to assist the development of standard, good and best practice in SWMPs;
- Guidance reflecting the requirements applicable for small and large sites;
- Guidance to facilitate and record waste management key performance indicators (KPI's) to assist project benchmarking and continuous environment improvement;

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- Example contract clauses to assist contractual arrangements to support the implementation of the SWMP; and
- Links to Toolbox talks for SWMPs for use at site induction and other stages of the project. Links are also provided to the extensive, free guidance available, from WRAP, on waste

minimisation and management and on setting requirements for recycled content.

Target audience: all construction sectors; including guidance for clients and contractors setting requirements and contract clauses.

Availability: guidance and training material from the workshops are currently available for downloading. Templates have been available from mid-February 2008.

Further information link: www.wrap.org.uk/construction

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Further information

DTI: Site Waste Management Plans Code of Practice and Guidance

What it is: SWMPs were first set out in this free voluntary Code of Practice and Guidance, published in 2004, as a tool for achieving the most effective management of construction waste. The documents describe the basic structure of SWMPs and how companies can best use them to improve and manage their operations at all stages of site activity. It includes useful checklists and other guidance to help ensure the Plan is a practical tool.

Target audience: all construction sectors for projects below £200,000

Availability: launched in July 2004.

Further information:

<http://www.constructingexcellence.org.uk//resources/publications/view.jsp?id=2568b>

NetRegs: "Site Waste - It's Criminal. A Simple Guide to Site Waste Management Plans"¹

What it is: a free, ten-page guidance document providing an introduction to SWMPs and guidance to produce a SWMP, adapted from the original DTI Code of Practice. It also includes a data sheet and two-page checklist; both downloadable as a separate document from the NetRegs page and on the consultation (now closed) on the SWMP regulations².

Target audience: the guide illustrates briefly the overall process of preparing and implementing a SWMP, providing simple guidance and templates suitable for small and medium enterprises (SMEs).

Availability: the guide is already published on the NetRegs website.

Further information link: www.netregs.gov.uk

The Association for Public Service Excellence (APSE): advisory groups on Waste Management

What it is: the advisory groups for Waste Management follow WRAP guidance on SWMPs.

Target audience: public service officers.

Availability: current position; future activity on SWMP might intensify after introduction of the Regulations.

Further information link: www.apse.org.uk

¹ See <http://www.netregs-swmp.co.uk/simple-guide.pdf>

² See <http://www.netregs.gov.uk/netregs/legislation/380525/1555007/>

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The British Urban Regeneration Association (BURA): Waste Management in Urban Regeneration reports³ and SWMP-related activities

What it is: The Waste Management in Urban Regeneration report was developed with inputs from individuals and organisations across the industry, including from WRAP. It considers the issues of waste and its management within a regeneration context and includes a series of recommendations for actions to improve existing construction waste management practices. The report includes a short section on SWMPs, explaining briefly what the plans are, industry take-up and the NetRegs "Site waste – it's criminal" campaign.

Target Audience: the report targets mainly the regeneration sector.

Availability: the report can be downloaded for free from the BURA website.

Further information link: www.bura.org.uk

CIRIA, Environmental Good Practice on Site – Site Guide and construction waste training

What it is: CIRIA current activities on the issue of construction waste include collaboration with NetRegs and seminars within its Construction Industry Environmental Forum (CIEF) programme. CIRIA will be updating the 2005 guide titled "Environmental Good Practice on Site" after the SWMP regulations come into force.

Target audience: all sectors of the construction industry; targeting SMEs and site work respectively within NetRegs and the Environmental Good Practice Guide.

Availability: seminars within the CIEF programme run regularly; the Good Practice Guide will be updated later in 2008. Further activity might be spurred by the introduction of the SWMP regulations.

Further information link: www.ciria.org.uk

Constructing Excellence (CE), including Local Government Task Force Forum (LGTF): training

What it is CE and LGTF have organised, in the recent past, seminars on SWMPs.

Target Audience: all construction sectors and public procurers

Availability: no further seminars or other activities on SWMP are planned until the SWMP Regulations come into force

Further information link: www.constructingexcellence.org.uk

The Environmental Association for Universities and Colleges (EAUC): SWMP training and other initiatives

³ Gareth Potts and Paul Jess, Waste Management in Urban Regeneration report - A BURA Steering and Development Forum Report, London, 2007.

<http://www.bura.org.uk/Research+and+Policy/Previous+BURA+Reports/>

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What it is: EAUC has provided in the past training sessions on SWMP based on WRAP guidance. Furthermore, EAUC has recently launched "SORTED", the Sustainability Online Resource and Toolkit for Education, a free website that provides information about implementing sustainability and targets, including on waste and design, in the construction and operation of education buildings.

Target audience: EAUC targets specifically the further education sector.

Availability: EAUC might produce more guidance on the SWMP once the Regulations have come into force; SORTED is available from the EAUC website.

Further information link: www.eauc.org.uk

National Industry Symbiosis Programme (NISP): activities

What it is: the programme, delivered on a regional basis, aims to provide economic and environmental benefits to the industry. It works in helping to create commercial opportunities through the exchange of all resources, including materials and waste, energy and water, and the sharing of assets, logistics and expertise. Related to a SWMP, NISP can provide outlets for the reuse and recycling of construction and demolition waste

Target audience: All sectors, including construction. Businesses join regional clubs for activities.

Availability: current

Further information link: www.nisp.org.uk

South East Centre for the Built Environment (SECBE): SWMP training programme⁴

What it is: SECBE provides three levels of training, as follows:

- half day awareness seminars, explaining the basis and showing an example of SWMP;
- one day introduction to preparing SWMPs, with more focus on practical worked examples;
- a two-day "SWMP in Practice" on site workshop, involving a half day site audit and the drafting of the first version of the SWMP for the site itself.

SECBE has developed its own training material and templates on the basis of existing guidance.

Target Audience: The training is offered for a fee to all sizes of businesses in the South East and beyond. It focuses on improving the competence of the SWMP practitioner, particularly through guiding the drafting of site-based SWMP. Competence criteria are set for the training programme.

Availability: courses are run on demand by contacting SECBE

Further information link: www.secbe.org.uk

⁴ http://www.secbe.org.uk/documents/swmp_flier.pdf

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A matrix of SWMP tools, guidance, information and resources
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