Maria Fidelis Old School Building

Deliveries and Servicing Management Plan Appendix A: Waste Management Plan

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STAKEHOLDER REVIEW REQUIRED (SRR)	PURPOSE OF SRR
☒COUNTY/DISTRICT/LONDON BOROUGH COUNCIL ☐LOV ☐LUL ☐NRL ☐TFL ☐UTILTIES COMPANY ☐OTHER	☐ACCEPTANCE ☒APPROVAL ☐NO OBJECTION ☐CONSENT

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Appendix A – Waste Management Plan

A.1 Overview

A.1.1 This appendix sets out the Operational Waste Management Plan (OWMP) for the development.

A.1.2 The Principal Environment Services Officer, LBC, will offer advice for the final submission and arrangement for this waste strategy.

A.1.3 The final OWMP will include the following key elements:

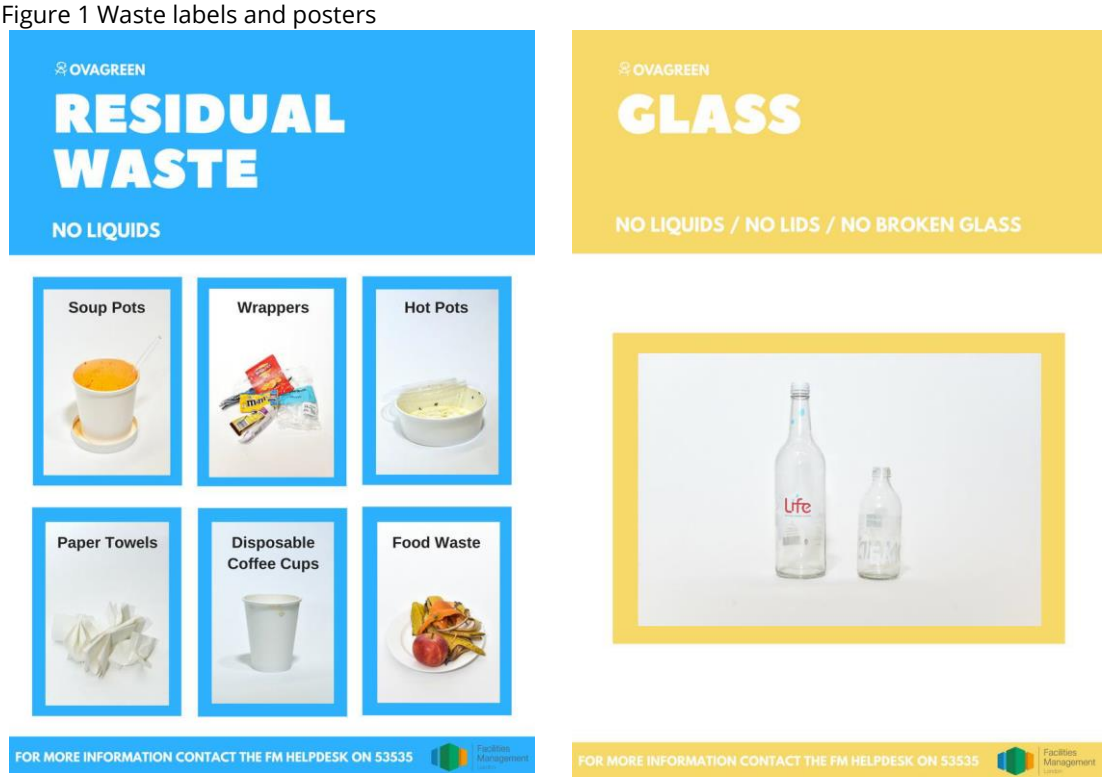
- Details of the responsible contact person, how a copy can be obtained and the teams / personnel to whom a copy of the WMP must be provided to;
- The segregation of waste streams and how to dispose of them;
- Expected waste generation and storage requirements;
- Collection points and frequency;
- The various responsibilities of FM team and future occupants;
- Programme of document monitoring and review; and
- Documentation of any amendments.

Waste Segregation

A.1.4 Since January 2015, UK regulations require the separate collection of paper, plastic, metals & glass for recycling from all waste producers including commercial waste.

A.1.5 There is often confusion for people around what is and isn't recyclable, the items that are recyclable should carry obvious visual clues about which bin they should be placed into. This could be via labels on the packaging itself or signage on and adjacent to the bins carrying photos of each container type and an indication of which bin it should be placed into. Some examples of how this can be achieved is shown in Figure 1.

Figure 1 Waste labels and posters



A.1.6 If it is not technically, environmentally and economically practicable to segregate all waste streams, it is proposed to provide co-mingled recyclable storage for waste streams shown in Figure 2.

Figure 2 Co-mingled recyclables

Waste Generation

A.1.7 Guidance in the following documents has been applied when defining the WMP:

- Camden Planning Guidance, March 2021;
- Camden Local Plan Policy CC5 Waste;
- Camden's Environment Service technical guidance for recycling and waste; and
- BS 5906:2005 Waste management in buildings – a code of practice.

A.1.8 Two-day waste generation for commercial use has been calculated to comply with best practice and allow for contingency.

A.1.9 The equipment required can be seen in the example equipment specifications.

Commercial Waste Generation / Storage

A.1.10 Based on the area schedule in section **Error! Reference source not found.** of t he DSMP, the estimated two-day waste generation is 4.41m³ as shown in Table 1.

Table 1 Two-day waste generation

Proposed Development - Two Day Waste Generation (m³)			
Waste Stream	**B1 (Office/Business)**	**D2 (Leisure)**	**Total**
Residual	0.75	0.13	0.88
Paper	2.43	0.44	2.87
Cardboard	0.26	0.07	0.33
Plastic	0.22	0.03	0.26
Aluminium	0.07	0.00	0.07
Glass	0.00	0.00	0.00
Food Waste	0.00	0.00	0.00
Total	**3.74**	**0.67**	**4.41**

A.1.11 The Proposed Development provides a single waste store both land use functions waste, sized at 10.65m^2. Waste store has been sized to accommodate two days' storage of commercial waste. The equipment required is shown in Table 2.

Table 2 Waste storage equipment

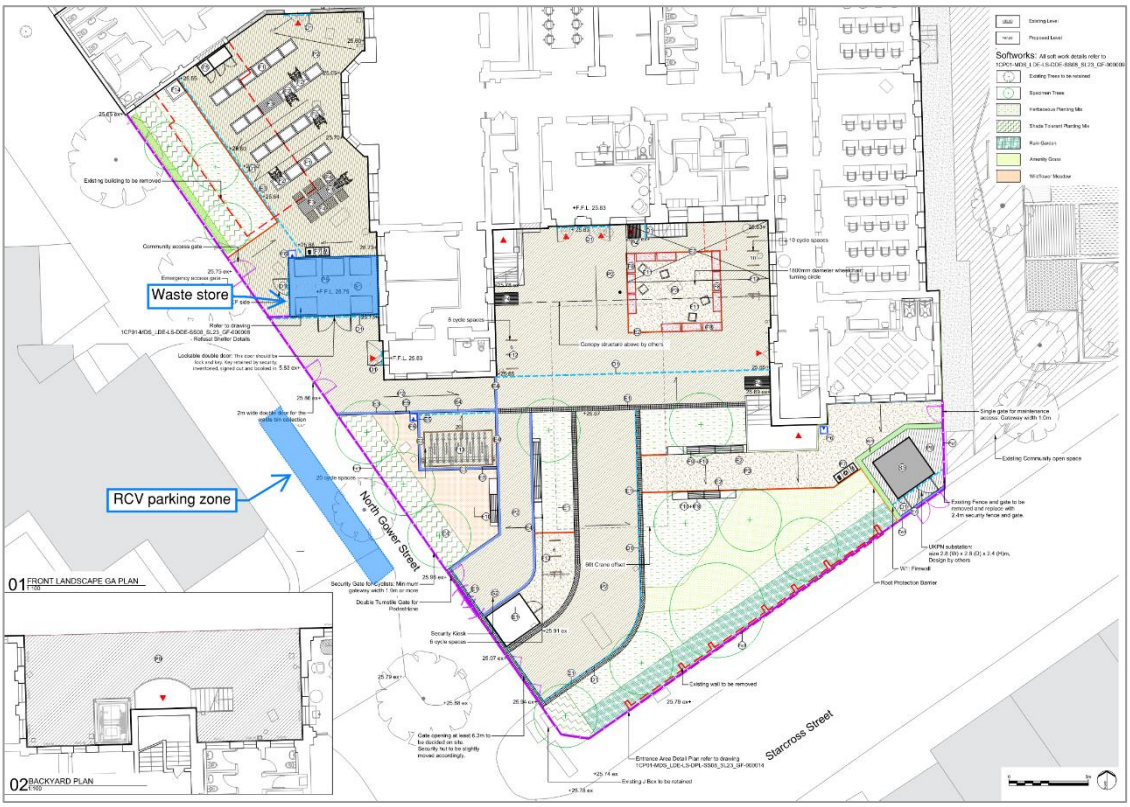
Waste Storage Equipment			
Waste Type	**Waste (m³)**	**Waste Container**	**Number Required**
Residual	0.88	1,100 litre bin	1
Mixed Dry Recycling	3.53	1,100 litre bin	4
Total	**4.41**	**-**	**5**

A.1.12 Storing the waste for the site will require the provision of:

- 1 No. 1,100 litre Eurobins for the storage of residual waste; and
- 4 No. 1,100 litre Eurobins for the storage of mixed dry recycling.

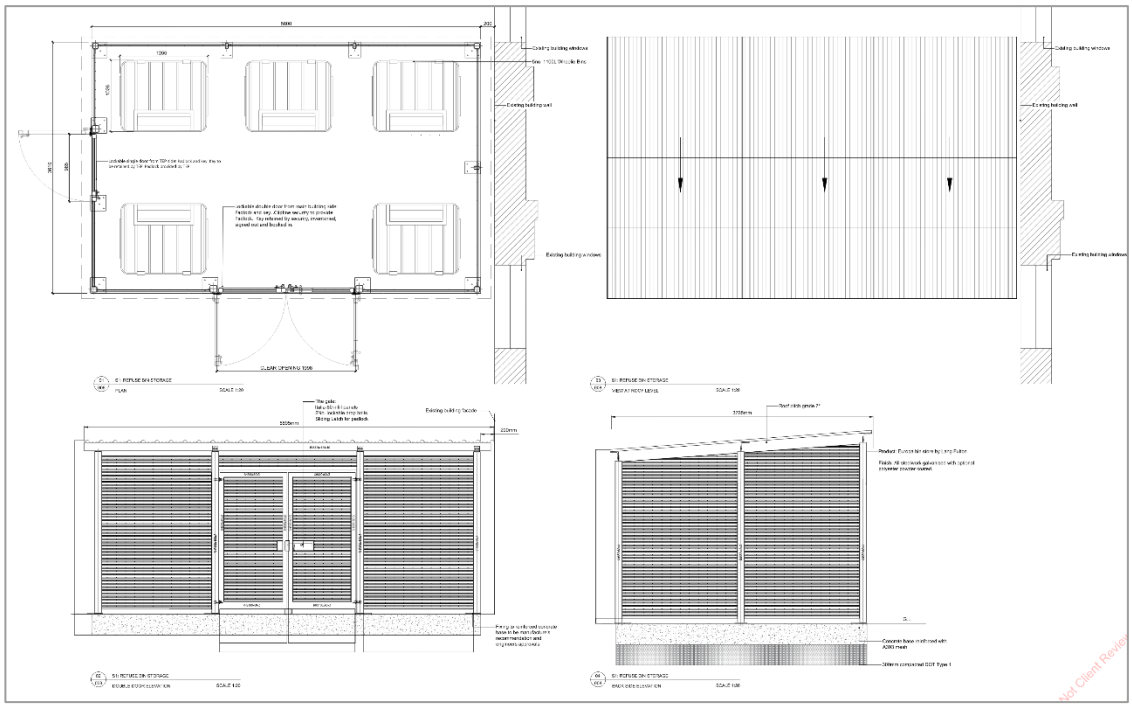
A.1.13 The external waste store is located to the west of the site as shown in Figure 3.

Figure 3 Old School Building external waste store location



A.1.14 The specification for the waste store is shown in Figure 4.

Figure 4 Waste store specification



Waste Storage Summary

A.1.15 The above-mentioned waste segregation strategy ensures the highest quality of recycled materials, however the internal strategy for the different building functions will be developed and designed later, prior to occupation.

A.1.16 The waste room must be secured with a code or key function to ensure civilians using the multi-use hall and leisure functions cannot access secure spaces.

A.1.17 The waste store will require 3m clear headroom and the FM team will be responsible for the wash-down and cleaning of the waste store (and loading bay), providing spill kits where necessary.

Waste Segregation

General waste

A.1.18 Non-recoverable waste streams will be colour coded and clearly labelled to help waste producers and the FM team responsible for transferring the waste to the waste room to ensure that they place waste in the correct storage containers.

Dry recyclables

A.1.19 Dry recyclables will be segregated from other waste in office, workshop, and communal areas. Bins and bags will be colour coded and clearly labelled to help waste producers and the FM team responsible for transferring the waste to the waste room to ensure all recyclable waste is placed in the correct waste storage containers.

Hazardous Waste

A.1.20 The bulky/Hazardous waste store assumed to be a small area for bulk waste storage is to be located within the building, is to be sized at 7m^2. Hazardous and non-hazardous waste must be stored separately.

A.1.21 It is assumed that the following wastes, which are classified as hazardous, will be produced on site:

- Electrical equipment with potentially harmful components such as cathode ray tubes, e.g. computer monitors and televisions;
- Fluorescent light tubes and energy-saving light bulbs;
- Gas canisters (empty); and
- Solvents, e.g. aerosols.

A.1.22 A specific request should be sent to the FM team for the collection of hazardous waste. Upon collection, the marshals will take it to the general waste store prior to collection by a waste contractor.

A.1.23 Waste streams such as florescent tubes, batteries, asbestos and chemicals will be required to be collected by a licensed specialist contractor as they are designated as hazardous waste. The FM team will be required to register the site for a Hazardous Waste Licence to permit this waste to be collected safely and reprocessed.

A.2 Specialist waste stream disposal

Waste Electrical and Electronic Equipment (WEEE)

A.2.1 WEEE and other specialist waste are to be stored, alongside bulky waste, in an allocated area within the site.

Confidential Paper Waste

A.2.2 Confidential waste must be collected in secure bins located around the buildings. To be fully compliant with the Data Protection Act, a written contract

with a certified confidential waste company is required. This waste stream will be collected in situ by a specialist contractor and shredded and disposed of off-site.

Batteries

A.2.3 Batteries will be collected in pots (separate for lithium and alkaline types) located by the photocopiers, which will be periodically collected by the FM team for storage in the general waste store prior to collection by a waste contractor.

A.2.4 The terminals of lithium batteries will require covering with an insulating, non-conductive material e.g. using electrical tape, to prevent the risk of fire. The FM team will ensure this is completed, though staff disposing of the batteries will be expected to complete this where possible.

Photocopier Cartridges

A.2.5 Photocopier and printer cartridges will be collected in boxes located by the photocopiers, which will be periodically collected by the FM team for storage prior to collection by a waste contractor.

Fluorescent Tubes and Light Bulbs

A.2.6 A specific request should be sent to the FM team for the collection of fluorescent tubes and light bulb waste. Upon collection, the FM team will take it to the general waste store prior to collection by a waste contractor. This waste will then be stored in the same area of the waste room as the WEE and bulky waste.

A.2.7 Waste streams such as florescent tubes and batteries will be required to be collected by a licensed specialist contractor as they are designated as hazardous waste. The FM team will be required to register the site for a Hazardous Waste Licence to permit this waste to be collected safely and reprocessed.

Landscape Maintenance Waste

A.2.8 Any maintenance on lawns, hedges, trees, and flower beds within the site boundaries will be carried out specialist contractors who will be responsible for disposing of the waste as part of the contracted.

A.3 Internal Waste Transfer

A.3.1 The FM team will be responsible for communicating with the tenants on the requirements for transferring waste and recycling to the storage facility,

including the requirements for bulky and non-standard waste. The waste store and individual zones within the store shall always be labelled clearly.

A.3.2 Both business and leisure uses will be provided with waste and recycling stations on each floor for segregating waste. Tenants must be aware of and follow their responsibilities under the waste duty of care: Code of Practice (2016)[1] . The FM team will empty the bins on each floor and transfer waste to the waste store in trolleys or roll cages via the goods lift.

A.3.3 The FM team will be responsible for the collection of all residual, recyclable and specialist waste streams from the development.

A.4 Litter Management

General Public Waste

A.4.1 Waste will be collected from the public bins within the site by the FM team. The FM team will check all bins within the vicinity every at discrete periods over the day to be emptied as necessary within that time.

A.4.2 Public areas such as seating, pathways and green space will be monitored throughout the day and cleaned by the FM team.

Litter Picking

A.4.3 Litter picking will be conducted by the FM team throughout the day to allow for both a safe and clean environment.

External/Surrounding Areas

A.4.4 The cleaning of external areas within the Proposed Development will follow the programme set out in Table 11.

Table 11 Cleaning schedule

Action	Frequency
Clear debris, litter from entrances and public areas	Daily
Empty waste bins	Daily

[1] https://www.gov.uk/government/publications/waste-duty-of-care-code-of-practice/waste-duty-of-care-code-of-practice

Action	Frequency
Clear leaves from all entrances and fire exits	Weekly
Clean and wash down external signs	Weekly

Waste Collection

A.4.5 Waste bins will be collected from directly from the waste store and waste collections will be undertaken by the nominated waste carrier a minimum of three times per week. Collections are usually out of hours between, 06:00 and 07:00. Where the distance between the waste store and the waste collection point is more than 10m the marshals will manage waste collections and rotate any full and empty containers. There will be a smooth transfer for the presentation, tipping, and the bins will be removed immediately and transferred back to the storage room.

A.4.6 In the event of a missed collection, full waste bins will be returned to the waste store. Storage has been provided to accommodate two days' waste generation, therefore, missing a single waste collection will not have a detrimental impact on waste storage.

A.4.7 The proposed location for the refuse collection zone on North Gower Street is shown in Figure 7.

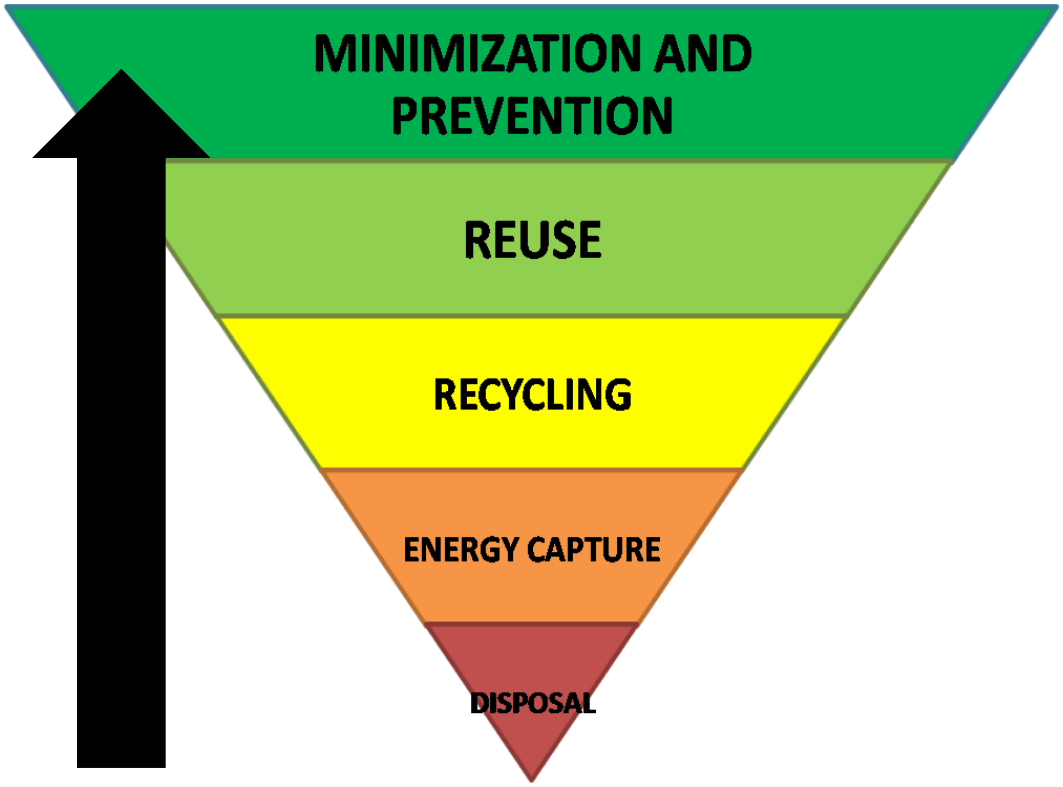
A.5 Waste Reduction Interventions

A.5.1 This section presents initiatives to encourage environmental thinking to reuse, recycle and reduce waste through the building's supply chain.

A.5.2 When considering waste reduction methods, the waste hierarchy pyramid provides a useful guide to the order in which waste reduction measures should be considered, from most effective to the least effective as shown in

A.5.3 Figure 5.

Figure 5 Waste hierarchy



A.5.4 Preventing the generation of waste is considered the most effective way of improving recycling rates, followed by reuse of materials, and then moving into recycling, recover and, eventually, disposal in landfill.

Packaging

A.5.5 The building management team should endeavour to collaborate with suppliers that display green initiatives when packing items including:

- Downsizing packaging;
- Using "green" packaging materials;
- Promoting recycling and reuse programs;
- Cooperating with vendor to standardise packaging;
- Encouraging and adopting returnable packaging methods;
- Minimising material uses and time to unpack;
- Using a recyclable pallet system; and
- Saving energy in warehouses throughout the supply chain.

Supply Chain

A.5.6 The building management should provide a purchasing strategy that encourages green logistics, including:

- Using alternative fuelled vehicles;
- Grouping orders together, rather than in smaller batches;
- Collaborating with other tenants to consolidate loads; and
- Optimising reverse logistics to collect used products and packaging from customers for recycling, returning packaging and products to suppliers for reuse, and requiring suppliers to collect their packaging materials.

Behaviour Change

A.5.7 People often attach a low priority to pro-environmental behaviour. To encourage such behaviour and drive environmental performance, the tenant should address both the physical and the psychological environment. The goal should be to create an environment that guides decision making, and helps people act out those decisions. Some examples on how this could be achieved are as follows:

- Collect data to understand users' experience of waste infrastructure and its effect on their behaviour;
- Reduce the amount of packaging, and increase the percentage of recyclable packaging;
- Redesign signage to make bins for different streams distinct;
- Update labelling to be uniform;
- Locate bins for different streams where they are most needed (e.g. on walking routes); and
- Remove bins not consistent with design.

A.6 Waste Management Plan Review

A.6.1 The success of the strategy as detailed above will be closely monitored by the FM team.

A.6.2 Feedback should be provided monthly and as and when required where immediate action is required and dealt with in accordance with this strategy.

A.6.3 The strategy will be updated and amended as appropriate to ensure the development is within the perimeters of what is deemed necessary to maintain a clean and safe environment all year round.

A.6.4 Any changes or deviations to the agreed OWMP will be made by submission of a revised document to the LBC Planning Obligations team. Amendments will be shown in an appendix to the OWMP, under version control.