Construction Management Plan (CMP)

The proposed residential development of
36 Flask Walk
London
NW3 1HE

Date: March 2015

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Appendices:

1.0 INTRODUCTION AND PROJECT DETAILS

Amirilan Management Ltd has prepared this construction management plan (CMP) in accordance with the Construction (Design & Management) Regulations 2007. The Approved Code of Practice HSG224 entitled Managing Health & Safety in Construction has also been used as guidance in the preparation of this document.

This plan is in relation to the proposed alterations at 36 Flask Walk, London, NW3 1HE

The proposed development consists of the internal refurbishment of the ground & first floor rooms, a new basement including a front light well and a new staircase.

The purpose of the CMP is to ensure that the impact of demolition and construction work on the local residents and the immediate highway network is kept to an absolute minimum. The CMP provides details of all measures that are considered appropriate at this time; however, the CMP is a live document that will evolve as necessary to address issues that may be identified through ongoing consultation with local residents as the project progresses.

The Project Manager will be responsible for implementing measures contained in the CMP and will be the point of contact for local residents. They will ensure that all contractors working on site have valid public liability cover in place before starting on the site and that they are registered with the Considerate Constructors Scheme. The Project Managers name, telephone number and email address will be added to the CMP once he/she has been appointed.

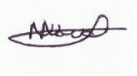
This document has been prepared with input from the project architects, structural engineers and civil engineers to ensure that the CMP can comprehensively address all issues that may arise during demolition and construction works.

This contents of this plan should be read in association with the Health & Safety Policy Statement and Project documentation.

Project: 36 Flask Walk, London, NW3 1HE

Architects: XUL Architects, 33 Belsize Lane, London, NW3 5AS

Telephone: 0207 431 9014

CMP Prepared by	REVIEW BY:		Authorisation for Issue
Sign:  Print: Dan Lyon Date: 05.03.15	Sign:  Print: Natassja Norval Date: 10.03.15	Sign:  Print: Natassja Norval Date: 02.04.15	Sign: Print Date:

2.0 CONTACTS AND RESPONSIBILITIES

Contacts

Telephone numbers are available for the general public to contact the project team, most of these telephone numbers are manned 24-hours.

Posters for these schemes are displayed in various locations around the property including the boundaries to the site. Notable numbers are:

- Considerate Constructors: 0800 783 1423
- Independent 24-hour care line: 0800 138 5479

Public relations exercises will also be undertaken to advise the public and authorities of current and future works, in conjunction with the above mentioned project.

The site must be registered with the Considerate Contractors scheme and pass the 2 inspections resulting in receiving the Considerate Construction Certificate at the end of the project.

Responsibilities

Noise incorporating vibration

Project Manager	Overall responsibility
Engineer	Records of percussive digging operations
Site Manager	Day-to-day implantation of RAMS and mitigation measures

Construction lighting

Project Manager	Overall responsibility
Engineer	Visual monitoring (if required)
Site Manager	Light monitoring

Dust and general nuisance

Project Manager	Overall responsibility
Engineer	Visual dust monitoring
Site Manager	Day-to-day implantation of RAMS and mitigation measures

Construction traffic

Project Manager	Overall responsibility
Engineer	Visual traffic monitoring
Site Manager	Day-to-day implantation of RAMS and mitigation measures

Concrete pouring

Project Manager	Overall responsibility
Engineer	Visual inspections, water quality sampling (if required)
Site Manager	Ensuring RAMS are worked to and controls implemented

Pollution Control

Project Manager	Overall responsibility
Engineer	Inspections, sampling (if required)
Site Manager	Ensuring RAMS are worked to and controls implemented

3.0 PROGRAMME

As planning approval has yet to be granted, the programme below provides an indication of the duration of each phase of the works, the programme will be updated with the dates envisaged for each phase of works once planning permission has been granted and the date for works to start on site has been determined.

Activity	Weeks	Workers on Site
Site Preparation, building regulations and Health & Safety Documentation	2	N/A
Demolition	1	4
Excavation	18	8
Concrete footing, Slab and Retaining Walls	Included in excavation	8
Building Frame	4	6
Roof	N/A	N/A
Mechanical & Electrical *(concurrent)*	16	6
Internal Finishes *(concurrent)*	6	6
External Landscaping	3	4

4.0 HOURS OF WORK

The hours of construction, must be restricted as follows:

a) Between 8am and 6pm, Mondays to Fridays inclusive
b) Between 8am and 1pm, Saturdays (or as modified, STCA)
c) No work on Sundays and public holidays

All deliveries, either from Builders Merchants, Rubbish/Soil Removal, Concrete, Steel etc need to be restricted as follows:

a) Between 9am and 4:30pm, Tuesday to Fridays
b) The Refuse Collection is on a Monday morning and the recycling is around mid-day on the same day, therefore all deliveries should be avoided on a Monday if at all possible.
c) Only small deliveries on a Saturday between 9am and 1pm, no lorries

Activity likely to generate significant external environmental effects (digging etc.) to be scheduled only between the following hours unless approved otherwise:

a) 9am to 12pm, Monday to Friday
b) 1pm to 5pm, Monday to Friday
c) 9am to 1pm, Saturdays

5.0 NOISE AND VIBRATION MANAGEMENT

Noise

Bureau Veritas will be employed to provide predicted noise levels for the specific construction phases and ensure that the monitoring stations are located in appropriate areas. A specific location plan showing monitoring points will be produced in association with the Local Authority EHO and Section 61 application.

They will also conduct noise monitoring and provide records to show compliance with set noise levels.

Walls that surround the property will assist in acting as a noise barrier.

Deliveries to the site will take place between the hours of 9:00am and 4:30pm and scheduled to distribute vehicle movements throughout these hours so as to avoid periods of intensive activity therefore limiting noise and vehicle emissions.

Noisy work on site will be carried out in accordance with guidance provided by Camden Council, e.g.

- Restricting the hours that all work is carried out from 08:00 to 18:00, Monday to Friday and 08:00 to 13:00 on Saturdays. No works should be carried out on Sundays and Bank Holidays.
- Using well-maintained and silenced plant and equipment including compressors, generators and power tools.

The use of electrically powered modec vehicles has been considered but this had to be discounted as most materials requiring movement will be in bulk and heavy and no commercially available vehicles of the size needed are yet available. In addition, there will be no power supply high enough on site for safety reasons; therefore on site charging of electrical vehicles would not be possible.

The project shall not exceed the following noise levels: -

a) 70 dB LAeq 1 hr during the hours of 08:00 to 18:00 on Monday to Friday (excluding Bank Holidays)
b) 55 dB LAeq 1 hr during the hours of 18:00 to 08:00 on Monday to Friday (excluding bank holidays)
c) 70 dB LAeq 1 hr during the hours of 08:00 to 13:00 on Saturdays; and
d) 50 dB LAeq 1 hr at all other times
Daytime free-field equivalent sound pressure levels

In the event that the noise levels prescribed are being exceeded, the complaint will be reviewed and discussions held with the third party to understand the problem further and evaluate whether the particular problem can be rectified or at least improved. Communication will be maintained in conjunction with the interested authorities.

Vibration

Bureau Veritas will be employed to monitor vibration levels from digging and/or other construction activities. This will be assessed at the same time and locations as for noise monitoring.

Vibration levels shall not exceed:

- A peak particle velocity of 2mm/s as measured immediately adjacent to the nearest residential property or vibration sensitive structure and
- 12mm/s measured immediately adjacent to 36 Flask Walk, London, NW3 1HE

In the event that a complaint or concern is raised, an immediate review will be completed to remove the problem wherever possible and to establish what levels of noise and vibration have been emitted from the site. The interested parties will also be notified.

In the event that the limits have been exceeded the operation will be modified and the noise and/or vibration rechecked from that operation to verify that the corrective action has been effective. These actions may include reducing the operating hours, resetting the equipment, changing the method of working or temporary barriers.

6.0 CONSTRUCTION LIGHTING

The construction lighting will be limited and task specific to the specification in Appendix 1

All temporary lighting will be directed towards site and only put on when necessary, particularly during winter.

No external lighting (other than safety/hazard lighting) will operate outside the hours of construction and controlled by a timer if necessary.

Procedures will be put in place for monitoring the lighting, and adjustments will be made to lighting to ensure minimal environmental and social impacts occur.

7.0 DUST MANAGEMENT

General Control Measures

Monitor weather reports to ensure appropriate dust suppression or road cleaning is available when required

Mud on Roads

- Sweepers to be employed to clean roads where appropriate and on a daily basis, if necessary.
- Banksman to clear large debris immediately
- Only designated routes are to be used – site directions to be provided to supplier and sub-contractors
- Wagons to be covered before setting of to prevent materials being blown into the road during transport.

Dust and Emissions

- Select suitable haul routes away from sensitive areas
- Good quality access track to be provided
- Set vehicle speed limits and enforce them
- Water dampening measures will be used during the demolition process, which will significantly control dust generation, however consideration must be given to proximity of drains
- Dust screens could also be incorporated during this element of the project.
- A Temporary garbage chute will be used in construction if required. At the base of the chute a bulk bin will collect the waste. The chutes will be fitted with devices that hose down the garbage as it is dropped into the chutes
- Whenever possible, wet processes will be used during cutting, drilling and grinding to limit dust emissions

Materials handling and storage

- Locate stockpiles out of the wind where possible
- Keep stockpiles to a minimum practicable height and use gentle slopes
- Damp down stockpiles using water misting/sprays as appropriate
- Store materials away from the site boundaries and downwind of sensitive areas. **Note:** Materials should not be stored in close proximity to drains, water or trees
- Minimise the height of all fall materials (demolition works)
- Waste will be stored in a designated area within the identified compound away from site boundaries
- Use covered containers for waste whenever possible
- No burning of materials on site

Plant

- All plant to be maintained and checked on a daily basis
- Ensure exhausts do not discharge directly at the ground
- Ensure engines are switched off when not in use
- Keep refuelling areas away from public

Monitoring location points to be determined and detailed on a location plan.

The trigger values for the project have been confirmed with the EHO and are detailed below. The amount of dust and whether it will cause a nuisance to people or not will depend greatly on the site conditions, local authority interpretation and weather conditions.

- Open Areas less than 100mg/m2/day
- Residential areas less than 150mg/m2/day
- Urban areas less than 200mg/m2/day
  (Ref – London Best Practise Guide – Control of dust and emissions from Construction and Demolition)

Glass slides will be exposed for 7 days and analysed on a daily basis against trigger levels, the records of this to be held with this control plan.

8.0 TRAFFIC MANAGEMENT, TRAVEL PLAN, PARKING SURVEY AND SWEPT PATH ANALYSIS

The following traffic plan has been prepared for the delivery of construction materials and for the travel of contractors on site.

The travel plan and traffic management are designed to reduce the impact of the construction works on the existing road network. Traffic reduction measures are preferred to routing or increasing capacity. However some increase in traffic volumes will be inevitable and this plan details the specific measures to mitigate these effects.

Pedestrians
Jersey barriers will be provided on work zones for pedestrian access in the event of public domain works. Signs and safety devices will be in place for those works. There is a separate pedestrian walkway that runs alongside the road, which all pedestrians should be encouraged to use.

Cyclists
The movement of cyclists will be managed as part of the traffic management relating to the project. During certain loading and unloading events, personnel will direct and halt traffic as required to ensure that these activities do not conflict with each other and that a safe environment is maintained.

Lorries
The average number of truck loads (Delivery lorries – 3.4mh x 8.2ml x 3.15mw) moving or delivering general builders materials from/to the site is estimated as 2 trucks a week when the job first starts for a period of 2 weeks then declining to 1 a week or even 1 every 2-3 weeks.

Grab Lorries (3mh x 6.1ml x 2.7mw) for soil removal during excavation will be at least once a day for 18 weeks.

The nearest parking bay on the other side of the road will be suspended in order to let passing traffic through .After excavation a covered skip will be placed in the suspended bay for general builder's rubble which will be exchanged once per week.

The above estimated movement of the trucks will increase on the days when the large concrete slabs are proposed to be poured in one continuous operation. The number of extra trucks will also depend on the size of the structural elements poured at the time.

It is proposed that vehicles will be directed to access the site from 'FINCHLEY ROAD (A41)' turning onto 'ARKWRIGHT ROAD', at the T-Junction turn left onto 'HEATH STREET (A502)' Turn right onto 'NEW END', drivers should be then follow the road until the junction with 'FLASK WALK' on the right hand side is reached, at which point the vehicle should turn right and continue straight until they reach the site on the left hand side of the road. After delivering materials they must then continue onto 'BACK LANE' with a sharp right turn and follow the one-way system back to 'HEATH STREET' (A502).

1. Trucks will be unloaded/loaded at the front entrance to the site on 36 Flask Walk, London, NW3 1HE and as long as the crane is not mid-way though lifting something will be able to reverse in order to let any traffic though which may be struggling to pass.

2. All Deliveries will be timed as to avoid any queuing vehicles as much as possible.
3. There will be signage placed at either end of the works
4. The signage will notify traffic of operations

The following list provids details of the type of vehicles that will need to gain access to the site during the demolition construction process:

- Concrete Delivery Vehicle 6 Wheel, 24 Tonne, G.V.W
- General Building materials 4 Wheel, 17 Tonnes, G.V.W, HIAB Flat Bed or 7.5 tonne Rigid Vehicle.
- Sundry Materials 4 Wheel, 3 Tonne, GVW, Van/Flatbed

Construction vehicle movements will not be permitted at weekends or during public holidays and will be scheduled to take place between the hours of 9am and 4:30pm.

Travel Plan

There will typically be about 7 construction workers on site, although at times, this will increase to accommodate the work needed on site. To minimise the potential impact of construction workers travelling to the area, a Travel Plan will be implemented to promote and encourage the use of sustainable modes of travel to and from the site and minimise the use of private cars.

Construction workers will be encouraged to share transportation to the site in a van, those that do need to drive will be instructed to find the nearest pay and display bays to 36 Flask Walk.

The Travel Plan will take the form of a leaflet that will include details of local public transport services, promote walking and cycling and encourage car sharing. Consideration will be given to the operation of a shuttle bus service to and from the site from nearby public transport nodes.

Parking Survey and Swept Path Analysis

A Parking Survey and Swept Path Analysis has been compiled – see Appendix 3

9.0 CONSTRUCTION ZONES AND MATERIAL LOADING/STORAGE AREAS

The main loading area will be directly in front of 36 Flask Walk, London, NW3 1HE, with the suspended parking bay allowing traffic to go around.

Construction materials such as cement, oils and fuels for site plant etc have the potential to cause pollution. All fuel, oil and chemical storage must be sited on an impervious base within a secured bund of adequate storage capacity. The risk of fuel spillage is greatest during refuelling of plant. Mobile plant would be refuelled either off site or within a designated area on hard standing and away from site boundaries. All pumps, hoses etc would be checked regularly.

Provision would be made for the washing out of concrete and cement Lorries and mixing plant. These washings would be disposed of to foul sewer. All waste materials created during construction would be stored in designated storage areas isolated from surface drains and away from site boundaries.

The proposed general layout of the site including Welfare facilities, Offices, Material Storage etc can be seen in Appendix 5

The CMP is a live document which includes a commitment to ongoing consultation with local residents. In the event that hazardous materials are present in the existing building, the materials and the appropriate procedures for their disposal will be detailed in the CMP and local residents advised accordingly.

10.0 EXCAVATION WORKS AND CONCRETE WORKS

For the excavation phase the required equipment will be a combination of hand tools to start, then continuing on with a mini digger.

Approximately 200sqm of soil and clay will be excavated. It is proposed that in the order of 5% of this will be retained on site for landscaping purposes. This will leave in the order of 95% of soil and clay to be removed from the site.

At present an allowance of 10% of the total excavated material amount has been made, which allows for bulking.

Material removed from the site will be loaded onto trucks efficiently within timed slots for collection in order to minimise disruption to local residences.

Concrete pouring and filling will be fully controlled to ensure that cement bound materials do not pose any pollution issues. Batching plant will be located as far north as possible, and therefore downwind of the nearest local residents.

Concrete Lorries will be parked kerbside outside 36 and the concrete either hand-barrowed to the pouring areas or fed into a small pump at the rear of the lorry and pumped to the pouring areas.

11.0 POLLUTION CONTROL AND ENVIRONMENTAL IMPACT

Pollution control measures will be implemented on site to include the following:

- Drip trays to be used for all static equipment, including pumps to ensure no escape of oil and diesel into drains.

- Mobile plant shall be refuelled in a designated area on an impermeable surface away from drains and watercourses

- Spill kits to be available to contain spillages

Site Vehicles will have wheels wiped down prior to leaving so as to reduce unwanted debris from being transferred from the site to the public highway. A track mat will be used which can be easily cleaned and washed down to minimise the potential transfer of debris onto the road.

Procedures will be set up for immediate removal of mud, including provision of a mobile mud clearing appliance during the excavation part of the building programme, and cleaning down of the roadway after every skip/soil removal.

General builders rubbish will be separated in to Timber, metal, plastic, paper and recycled wherever possible as per the Site Waste Management Plan in Appendix 4

Environmental impact will be reduced by the various procedures outlined in this CMP.

Registering the site with Considerate Contractors Scheme, implementing the Site Waste Management Plan, taking into account the Asbestos report (Appendix 7), and following this CMP will all result in reducing the environmental impact.

12.0 SOIL AND WATER MANAGEMENT PLAN

Welfare & Silty Water

- Welfare water will be discharged to the nearest sewer under permission from the sewerage undertaker or if a private sewer system the land owner.

- Water from excavations will also be discharged to the sewer system under the same permission. Treatment (settling) may be required to remove solids.

Chemicals/Substances etc

- The use of biodegradable oils will be considered wherever possible

- Leaky or empty drums shall be removed from site immediately

- All spills will be reported to the Site Manager regardless of extent or nature.

All pollution control devices will be regularly maintained. Any liquid wastes such as paints or similar chemicals will be retained for recycling and other liquids will be disposed.

Barriers will be installed where necessary to prevent the generation of erosion and sediment during the construction period.

13.0 SITE WASTE MANAGEMENT PLAN

SWMP's aim to address three key issues:

1. Improving materials resource efficiency, by promoting the economic use of construction materials and methods so that waste is minimised and any waste that is produced can be re-used, recycled or recovered in other ways before disposal options are explored; and

2. Reducing fly-tipping, by restricting the opportunities available for illegal disposal of waste by ensuring compliance with existing legal controls and providing a full audit trail of any waste that is removed from the construction site.

3. Increase environmental awareness of your workforce and management, your environmental management performance is likely to improve the more your workers are aware of their responsibilities. Including Site Waste Management Plan information in induction training or as part of environmental awareness training can help with this aim

   Although it is a legal requirement to write and implement a SWMP, the greatest cost savings are likely to be achieved as a result of the consideration of materials resource efficiency which will be a necessary part of the preparation, before the SWMP is completed.

See Appendix 4 for the preliminary Site Waste Management Plan at 36 Flask Walk, London, NW3 1HE.

14.0 SITE SECURITY

All construction materials will be stored towards the back of the site and as far as possible away from neighbours property and adjoining walls. It is proposed that a fully laminated hoarding will be erected along the site boundary. This will be 2.4 metres high with access gates formed in the fence to serve the site.

The site will be locked outside of working hours to ensure that all materials and equipment are stored securely.

The Construction Project Manager will be responsible for site security and emergency procedures. Once the Construction Project Manager has been appointed, residents will be advised of appropriate procedures and contact information for out of hour's incidents.

All tools and valuable materials will be stored in lockable containers on site and sub-contractors will be required to either make use of these containers or take their tools off site at the end of each day.

A temporary alarm system will be installed with a phone number to one of the management.

Any scaffolding required during the project will be equipped with a scaffold alarm and have safety checks conducted at least once a week.

15.0 PEDESTRIAN AND ROAD USER SAFETY

It is proposed to implement measures to ensure that pedestrian and road user safety is maintained throughout the construction process.

To enable consideration to be given to the types of measures appropriate, reference has been made to pedestrian and vehicle movement count data.

The following table provides a summary of results:

	Travel Mode				
Period	Pedestrian	Car	HGV	Cycle	Motorcycle
06.02.15 8am to 9am	50	8	0	0	0
25.02.15 2pm to 3pm	15	3	0	0	1

The survey shows that there is a steady flow of pedestrian movement as they have a separate walking running adjacent to the road. To ensure that pedestrian and road user safety can be maintained, it is proposed to implement a banksman strategy, which will be managed by a Banksman Co-ordinator, the strategy will comprise of the following measures:

- The Banksman Co-ordinator will keep a log of all construction vehicle movements to and from the site in order to monitor them closely.
- No construction vehicles will be permitted to stop, be held or wait in the public highway in any way that blocks the normal flow of vehicles. They will instead be waived on by a banksman stationed at the site and be told to go round the block if the site is occupied by an existing construction vehicle.
- Vehicle manoeuvres into and out of the site will be monitored and assisted by a banksman stationed outside the entrance to the site. This will allow vehicles to manoeuvre to and from site with minimal disruption to traffic on site.
- A banksman will be required to walk in front of, and monitor all lorries along site to ensure they only travel at walking speed (4mph) and to assist pedestrians, cyclists and other vulnerable road users that may need to pass the approaching construction vehicle.
- Temporary road signage will be positioned on site at either end of the construction vehicle route warning road users of the presence of construction traffic.

16.0 CONSTRUCTION METHOD STATEMENT

Construction Method Statement for Works

Project Name: Flask Walk
Site Address: 36 Flask Walk
London
NW3 1HE

Date: 06.03.15

Start Date/Time: TBC
Finish Date/Time: TBC

Revision no: -

Prepared By: Amirilan Management Ltd

Scope of the Works: Internal refurbishment of the ground & first floor rooms, a new basement including a front light well and new staircase.		
Personnel Involved:	**Name**	**Role/Trade**
	TBC	

Parking: Any staff or contractors will be required to find the nearest pay and display bays or to share a van
Loading and Unloading: As far as possible all deliveries will be scheduled for between 9:00am and 4:30pm, we will co-ordinate with the suppliers to deliver at set times in order to avoid a queue. Most orders are made in bulk to limit the amount of deliveries.
Skips: Soil will be taken away directly from site via grab lorries, other rubbish will be collected on a wait and load basis at the beginning, after excavation skips will be put in the suspended bay on the other side of the road and collected once a week.
Storage: All plant and materials with be stored on our site behind secure hoarding

Dust Emissions: The carriageway will be swept daily and we will use water to dampen down any works that will create dust. If any vehicles do enter site, they will be washed down before leaving
Recycling/Disposing: Materials that can be re-used will be kept on site, we will obtain a monthly recycling report as well as waste transfer notes from our disposal company. All information is stored on site in the "Site Waste Management Plan"
Lighting: External spots lights will only to be used when needed, especially during winter months, Internal fluorescent lights and temporary festoon lights
Plant & Equipment: Digger, Conveyor Belt, Kango Shovels, Wheel Barrows, Concrete Mixer Water Pump (to pump ground surface water to manhole) Concrete Vibrator Grinder, Bolt Cutters, SDS Drills Temporary Support Members (Acros etc) Small Excavator
Materials: 4 to 1 Sand/Cement Mix Concrete (Sulphate resisting Cement) Steel Reinforcing Bars Dry pack 1 to 1 Mix Sharp sand/Cement 4x2 Sawn Treated Timber 18mm WBP Ply.
Other Essential Equipment: Trench Sheets, Trench Props, Shoring Props, Needles, Skips

Specific Identified Residual Hazards:	Lifting/Removal of soil Collapse of Trench Wall Moving of Support Props & other Heavy Members including steel Reinforcing Operatives working on level above/ from height
Specific Staff Training Requirements:	All site based operatives to be inducted Regular tool box talks with all operatives Safety briefing on all key plant

Temporary supports and Props needed to facilitate the Works:	Acro props and steel girders/waling as required and designed by the engineer.
Method of Access and Egress to the Work Area:	Access to the site via front door & light well on the left of the front door. Deliveries and materials loaded in through front door and light well as required. Steel beams and temporary support to be stored behind Amirilan Hoarding.
Fall Protection Measures: (Where work at height cannot be eliminated – consider both Personnel & Materials)	Guard Rails and Exclusion Zones Covering of holes (150 x 50 timber supporting 18mm WBP) when not in use.
	i.e.: Lubricants/Solvents/ Flammable Materials/ Refrigerants/ Welding Gases etc

Hazardous Substances: (Attach COSSH Assessments and MSDS) Applicable:	 Very Toxic	 Harmful or Irritant	 Corrosive	 Dangerous for the environment	 Oxidising	 Highly Flammable	 Explosive
	No	Yes	No	No	No	Yes	No
Required Personnel Protective Equipment (PPE):	F Safety Boots	J Hard Hats	H Safety Gloves	G Hearing Protection	K Respiratory Protection	I Eye Protection	**Other:** Hi-Viz Vest . . . .
	Yes	Yes	Yes	No	No	Yes	

Emergency Procedures:	In case of fire, raise alarm and if possible, locate extinguisher in front entrance and put out fire. Alternatively alert the emergency services (Dial 999) and evacuate the property. Assemble on the pavement immediately outside the front gate. Contact the Site Manager	
First Aid Facilities:	**Name of On-site First Aider:**	TBC
	First Aid Box Location:	At the H & S Stand in the front Entrance
	Location of Nearest A & E Hospital:	Royal Free Hospital Pond Street London, NW3 2QG

Technical Information: All operatives as well as site manager and foreman are to read this document in conjunction with: All appended diagrams Site Safety Plans Construction Management Plan Health & Safety Site Plan All workplace risk assessments	
Other Information & Comments:	West Hampstead Police Station 21 Fortune Green Road West Hampstead London NW6 1DX Tel: 07920 233 766

All work will be undertaken by qualified competent persons with experience of the type of work described above, and in all cases in full accordance with safety procedures specified in the company's Health and Safety Policy.

Prepared by:
Position:
Date:

Reviewed by:
Position:
Date:

17.0 INCIDENT RESPONSE & EMERGENCY ACTION PLAN

Health, Safety and Environmental ('SHE')
Incident Response & Emergency Action Plan (incorporating fire)

Site Name: Flask Walk

Site address with directions:

36 Flask Walk, London, NW3 1HE

Directions:

'FINCHLEY ROAD (A41)' turning onto 'ARKWRIGHT ROAD', at the T-Junction turn left onto 'HEATH STREET (A502)' Turn right onto 'NEW END', drivers should be then follow the road until the junction with 'FLASK WALK' on the right hand side is reached, at which point the vehicle should turn right and continue straight until they reach the site on the left hand side of the road. After delivering materials they must then continue onto 'BACK LANE' with a sharp right turn and follow the one-way system back to 'HEATH STREET' (A502).

Emergency Contact Details

In the event of an incident or a suspected incident, the Site Manager/Appropriate Person will assume control of the situation and direct the immediate response through delegation, if necessary**.**

Emergency Services
Local Police: 999
Local Hospital: 999
HSE London: 0845 300 9923
Environmental Agency: 0800 807 060

	Contact Name	Office Hours	Out of Hours
Local authority - Camden Council		0207 974 4444	0207 974 4444
Gas - National Grid (Scottish Power)		0800 111 999	0800 111 999
Water - Thames Water		0845 9200 800	0845 9200 800
Telephone - Virgin Media	Customer Care	0345 454 1111	0345 454 1111
Electrical - Scottish Power		0800 027 0072 0345 270 0700	0800 027 0072 0345 270 0700
Specialist Clean Up Contractors - Rainbow		0208 902 1980	0208 902 1980

	Company Contacts		
	Contact Name	**Office Hours**	**Out of Hours**
Project Manager	Architect/ Main Contractor to complete.		
Site Manager			
Site HSE Advisor			
Client Contact			
Contractor			
Contractor			

The contact order will be:
First: Site Manager – number (please enter here): _____
Second: Project Manager – number (please enter here): _____

Control of Substances Hazardous to Health (COSHH) Inventory

Refer to Site Plan for Location of Stores and Spill Kits

Name of product	European Waste Code ('EWC')	Name of Waste	Waste Classification	Supplier	Name of sub-contractor

Note: The information above is to be completed as applicable during the contract when detailed design and specifications are set.

Actions to be taken in the Event of a Health and Safety Emergency

THOSE DIRECTLY INVOLVED SHOULD:

- Make the area safe for themselves and others who may be exposed (where safe to do so)
- Raise the alarm and instigate Site Incident Response Plan/Fire Plan as necessary
- Apply First Aid to those who may need attention
- DO NOT make changes to the scene apart from those making the area safe – evidence will be required to aid investigation.

Taking command of the Situation

The following should occur:

1.0 IMMEDIATE REPORTING:

- To a member of Site Management

OR

- To your manager or supervisor who should then report to a member of Site Management

Site Management will then put into action the Incident Response Plan and report to the associated enforcing authorities and/or others as appropriate.

2.0 EVALUATE THE AREA FOLLOWING THE SITE DESIGNATED PROCEDURE

3.0 INSTIGATE THE ACCIDENT/INCIDENT REPORTING PROCEDURE TO ASCERTAIN WHY THE INCIDENT OCCURRED – THIS WILL NOT BE ASSIGN BLAME BUT TO PREVENT RECURRANCE

4.0 REVIEW RISK ASSESSMENTS AND METHOD STATEMENTS TO ENSURE THAT THE CONTENT STILL REFLECTS THE SITUATION ON SITE.

5.0 SITE MANAGEMENT MUST MONITOR THE SITUATION UNTIL SUCH TIME THAT THE INCIDENT IS PASSED AND THE SITE HAS RETURNED TO NORMAL WORKING CONDITIONS. THIS IS IN ADDITION TO THE CONTINOUS MONITORING OF ALL OTHER SITE ACTIVITIES.

6.0 A CLOSE-OUT MEETING SHOULD TAKE PLACE IN ORDER TO LEARN FROM THE EVENT AND ENABLE SUCH INFORMATION TO BE FED BACK INTO THE COMPANY TO AID CONTINUOUS IMPROVEMENT.

UNDER NO CIRCUMSTANCES SHOULD A MEMBER OF STAFF DISCUSS THE INCIDENT DURING OR AFTER EVENTS WITH THE PRESS OR OTHERS. ALL SUCH COMMUNICATIONS MUST BE DONE THROUGH THE MANAGEMENT.

Actions to be taken in the Event of an Emergency involving digging outside of allowed hours

The local authority shall be notified and details provided in writing within 48 hours of any event (see below) where digging took place outside the permitted hours.

Events include:

a) In the case of an emergency or
b) Where digging is required on the grounds of safety or environmental protection
c) In either case the situation would otherwise be dangerous to life or limb

Digging cannot take place outside these permitted hours:-

a) 9:00 to 18:00, Monday to Friday and
b) 9:00 to 13:00, on Saturday or
c) At any time on a Sunday or a Bank/Public holiday

Actions to be taken in the Event of an Environmental Emergency

In the event of an actual or suspected pollution incident involving:

- Spillage of oils or chemicals or
- Discharge of silty water or other pollutant such as concrete (watercourse or land)
- Flood
- Fire (emissions to air); firewater runoff
- Discovery or potentially contaminated land

The following should occur:

1.0 REPORT IMMEDIATELY

- To a member of Site Management

OR

- To your manager or supervisor who should then report to a member of Site Management
- Site Management will then put into action the Incident Response Plan and report to the associated enforcing authorities and/or others as appropriate.

2.0 TRY TO IDENTIFY THE SOURCE OF THE POLLUTION AND STOP THE FLOW IMMEDIATELY

- Switch off sources of ignition
- Identify the material which may be burning and, if it can be done safely, extinguish with an appropriate fire extinguisher.

3.0 AVOID THE SPILLAGE OR FIRE WATER RUNOFF SPREADING

- Check the site drainage plan – where will the spillage go?
- Stop the flow if possible

- Dam the flow with earth/sand/polythene/absorbent materials
- Divert the flow from drains/watercourses where possible
- Use drain covers if available

4.0 GET A SPILL KIT
- Use absorbent material if appropriate
- Place a boom across watercourses if applicable

5.0 DO NOT WASH SPILLAGE OR FIREWATER RUNOFF INTO THE DRAINAGE SYSTEM – IT ONLY MAKES IT WORSE
- Never use detergents
- Use sand or absorbent pads to mop it up and dispose of as Special Waste.

6.0 IF THE SPILL HAS ALREADY ENTERED THE DRAINS – BLOCK THE DRAINS OFF IF AT ALL POSSIBLE

7.0 SEEK SPECIALIST ADVICE OR SEEK AUTHORISATION FROM THE ENVIRONMENTAL ADVISOR BEFORE MOVING CONTAMINATED MATERIAL

8.0 AN INVESTIGATION WILL BE CARRIED OUT BY MANAGEMENT TO ASCERTAIN WHY THE INCIDENT OCCURRED.

Site Fire Safety Plan

Nominated Personnel:

The appointed Site Fire Safety Co-ordinator for the Project is: _____

The appointed Fire Marshall is: _____

DUTIES:

The Fire Safety Co-ordinator and Fire Marshall shall:

1. Ensure that all procedures and safety measures as defined in the Site Safety Plan are understood and complied with by all those on site.
2. Ensure that a HOT WORK Permit is established and monitor compliance.
3. Carry out daily/weekly checks on firefighting equipment, alarms, detection devices, escape routes, emergency access and work areas.
4. Liaise with the local Fire Brigade, HSE, Police and site security
5. Maintain records of all checks, inspections, tests, fire patrols and fire drills. See attached Fire Log Book.
6. Execute the duties for the safe evacuation of the site and ensure that all staff, contractors and visitors report to the assembly points.
7. Ensure suitable and sufficient fire risk assessment is completed for all operations.
8. Ensure that the emergency services are provided with site drawings plans and all information required.

Fire Precautions – General Site Area

The following arrangements have been introduced:

- Fire extinguishers
  Site Stores Office - 1 x Dry Powder
  1 x Foam
  Fuel Storage Area - 1 x Dry Powder
  1 x Foam
  Basement - 1 x Dry Powder
  1 x Foam
  Fire Point one - 1 x Dry Powder
  1 x Foam
  Fire Point two - 1 x Dry Powder
  1 x Foam
- Battery operated smoke detectors have been fitted.
- Test Certificates for permanent electrical installations.
- Test Certificates for temporary electrical supplies and distribution to each unit.

Fire Precautions – Existing building

The following measures have been introduced:

- Fire extinguishers have been located on each floor of the building
  Ground Floor - 1 x Foam
  1 x Water
  1 x CO2
  First Floor - 1 x Foam
  1 x Water
  1 x CO2
- Battery operated smoke detectors have been fitted.
- Test Certificates for permanent electrical installations.
- Means of raising alarm in the event of fire is by sounding the air horn on the ground floor at the bottom of the staircase.
- Emergency fire precautions and means of escape are communicated to all site Operatives by means of:
  - Induction Training Sessions when they arrive on site.
  - The arrangements are indicated on the attached drawing.
  - In the event of fire, personnel will leave the building and report to the assembly point outside the main entrance next to the car park.

Hot Work Permits:

Before commencing work the operative shall fill in the Hot Works Permit form in Appendix 6. This will detail the work, the area where the work will be carried out and a safety assessment when the works have been completed.

The completed form is to be taken to the site office where it will be signed by a competent member of staff detailed in the Organisation Chart.

A copy will be taken and issued to the operative carrying out the work. The original will remain in the H & S file.

Upon completion of the work at least one hour will pass, whereupon the operative shall return to the area of 'hot work' and check for any signs of fire. Having completed the check the operative will return to the site office and the original form will be 'signed off'.

In addition, if the work continues through a break period, an operative has to be in attendance for at least 60 minutes after the cessation of the hot work.

Escape Routes:

The emergency plan for action in the event of fire (Appendix 2) will be part of the induction given to all site operatives. The Plan will be displayed at the Fire points adjacent to the landing of the escape staircase.

Escape route plans will be displayed at each Fire point. The plans will be changed as the demolition/construction continues. For the latest version of the escape routes, please see the fire points or copies displayed on the site Notice Board.

A copy of the plans showing the position of gas bottles, firefighting aids, fuel stores and areas of high risk (i.e. voids in slabs, danger of label etc) will be displayed in the security hut and will be issued to the Fire Brigade on arrival in the case of an emergency call.

The Site Fire Officer will keep and maintain a weekly register of inspections of fire extinguishers, alarm/detection devices, escape routes, fire brigade access and firefighting facilities.

Fire Drills:

Regular fire drills will be instigated allied with the training in the use of firefighting equipment (also to be organised for new trades as they start on site). A record should be kept.

Appendix 1
Construction Lighting Specification

Construction Lighting Specification

			
Mini POD 500W	Festoon Light 30M	Fluorescent Light 2FT	Fluorescent Light 5FT
The Faithfull Site lights will suit both commercial and domestic use. Each lamp is constructed from a die-cast body and is equipped with a metal grille to prevent accidental contact with the hot lens and to protect it against damage. The leads to all lamps are fitted with plugs. These Faithfull Lights are free standing, portable and come in 240 Volt, 110 Volt and with 150 or 500 watt lamp versions. Mounted on a strong tubular steel frame for added stability. A 'tilt and lock' facility, this allows the head to be adjusted to a variety of positions to optimise the powerful light output. 500 Watt 240 Volt	Festoon lighting strings meet the requirements of BS7375: 1996 abd are designed for 110V operation.	Built for demanding construction tasks. Assembled using low temperature cable (-30 to +70 degrees) and Defender plugs and sockets. IP65 rated. Tough polycarbonate lens. Fully powder coated stand.	Built for demanding construction tasks. Assembled using low temperature cable (-30 to +70 degrees) and Defender plugs and sockets. IP65 rated. Tough polycarbonate lens. Fully powder coated stand.

Appendix 2
Site Fire Emergency Plan

SITE FIRE EMERGENCY PLAN

ACTION IN THE EVENT OF FIRE

1. Raise the Alarm

Operate the audible alarm bell call point (If Available) or use the air horns situated on the ground floor
and
Shout **FIRE, FIRE**

2. Call the Fire Brigade

Dial **999** and tell the operator that the fire brigade is required at the Construction Site at: 36 Flask Walk, NW3 1HE

3. On Hearing the Site Fire Alarm

. All personnel to leave the site and assemble at the designated fire assembly point

. Foreman to take charge of teams and report to the Site Manager

. Contractors Site Managers to check off employees/visitors against the sign in sheets and report to the Fire Marshall with the list of names.

. Do not stop to collect personal belongings

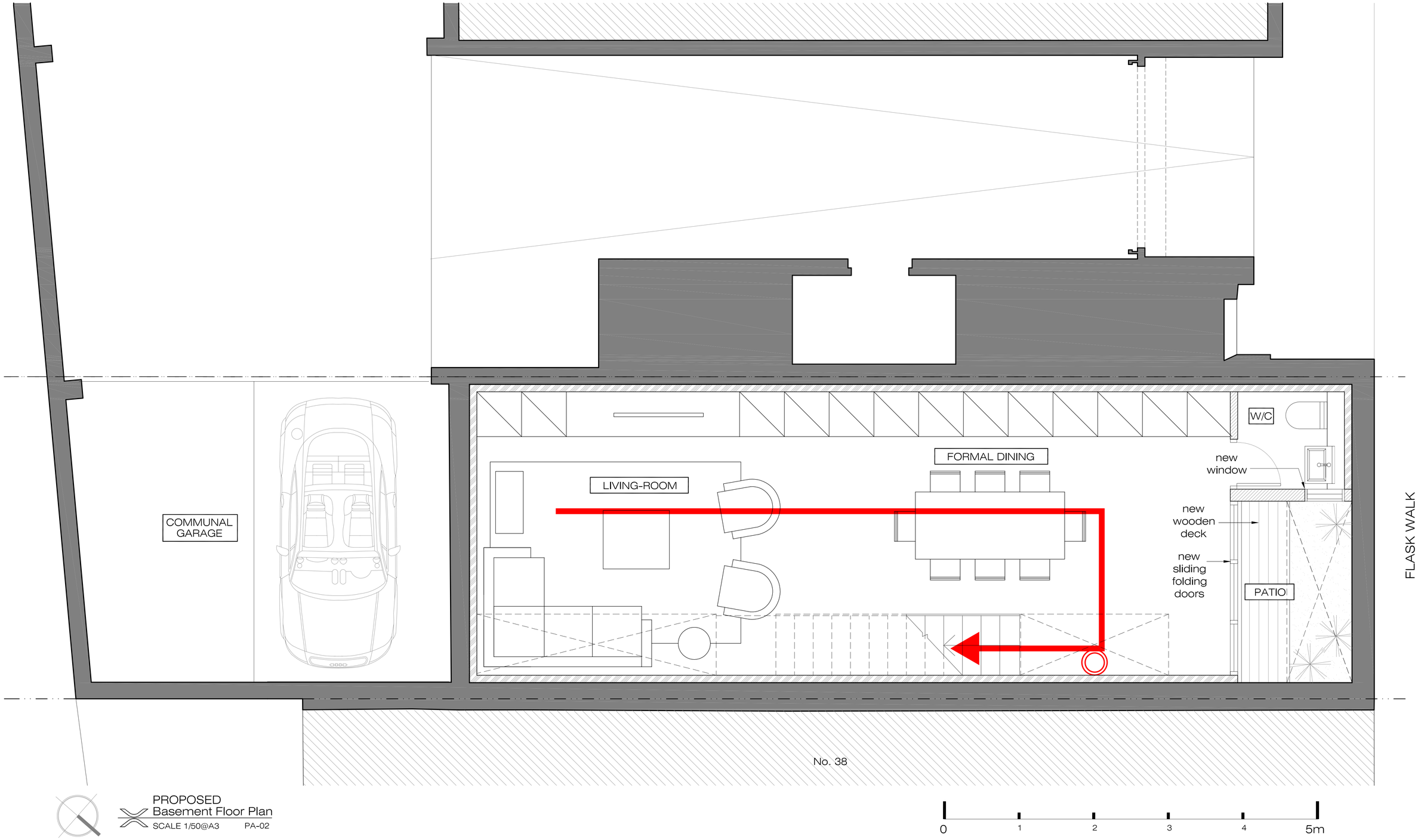
. Turn off generators, compressors and other powered equipment

. Turn off all heat producing equipment and shut cylinder valves provided if it is safe to do so

. Report locations of any cylinders, fuel containers or flammable/explosive liquids to site management

. Obey instructions from the Site Fire Safety Co-ordinator and supervisory staff.

. Do not re-enter the site until it is safe.



PROPOSED
Basement Floor Plan
SCALE 1/50@A3 PA-02

0 1 2 3 4 5m

XUL ARCHITECTURE
Ground Floor Office
33 Belsize Lane
London NW3 5AS

Office: +44 (0) 207 431 9014
s.sandler@xularchitecture.co.uk
www.xularchitecture.co.uk

PLEASE NOTE:

1. ALL DIMENSIONS TO BE CHECKED ON SITE BEFORE FABRICATION.
2. CONTRACTOR TO REFER TO ENGINEERS DRAWINGS BEFORE PROCEEDING WITH WORKS.
3. ALL DRAWINGS AND DESIGNS ARE COVERED BY DESIGN RIGHT (INTELECTUAL PROPERTY), AND MAY NOT BE DISTRIBUTED, COPIED OR ISSUE WITHOUT WRITTEN PERMISSION OF THE ARCHITECT.
4. ALL DESIGN CONCEPTS ARE THE SOLE PROPERTY OF THE ARCHITECT AND NO ADAPTATIONS, REPRODUCTIONS OR COPIES MAY BE MADE WITHOUT WRITTEN PERMISSION OF THE ARCHITECT.
5. THESE DRAWINGS ARE SUBJECT TO ANY VARIATION REQUIRED OR RECOMMENDATION BY ANY STATUTORY AUTHORITY, OR FOR THE BETTER CARRYING OUT OF THE WORKS.
6. SAMPLES TO BE PROVIDED BY CONTRACTOR FOR THE ARCHITECT APPROVAL.
7. ALL FINISHES TO ARCHITECT SATISFACTION.
8. ALL DRAWINGS TO BE APPROVED BY THE ARCHITECT BEFORE CONSTRUCTION.

ADDITIONAL NOTES:

FIRE ROUTE

FIRE EXTINGUISHER

REVISIONS

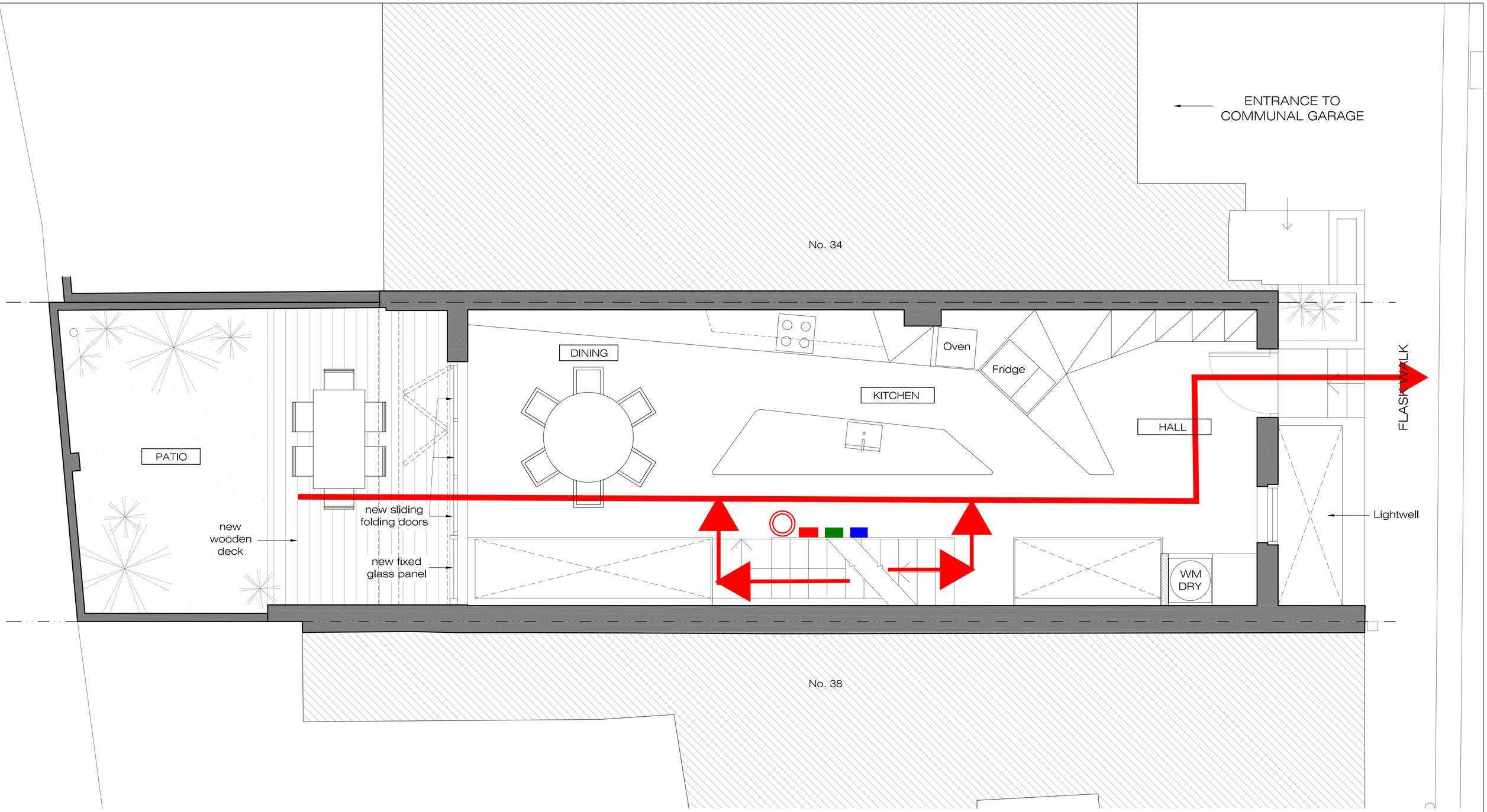
No	Date	Description Issue For	Issue By
00	04/08/14	PRE-PLANNING	GL
01	13/08/14	PRE-PLANNING	GL

Client
PRIVATE CLIENT

Project
36 Flask Walk
NW3 1HE

Title
PROPOSED
Basement Floor Plan

Scale	1/50@A3	Dwg. No.	Rev.
Date	13/08/14	PA-02	01
Drawn	GL	Project Number	14_18
Checked	SS		



PROPOSED
Ground Floor Plan
SCALE 1/50@A3 PA-01

0 1 2 3 4 5m

XUL ARCHITECTURE
Ground Floor Office
33 Belsize Lane
London NW3 5AS

Office: +44 (0) 207 431 9014
s.sandler@xularchitecture.co.uk
www.xularchitecture.co.uk

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8. ALL DRAWINGS TO BE APPROVED BY THE ARCHITECT BEFORE CONSTRUCTION.

ADDITIONAL NOTES:

FIRE ROUTE

FIRE EXTINGUISHER

FIRE ALARM

FIRST AID BOX

EYEWASH STATION

REVISIONS

No	Date	Description Issue For	Issue By
00	04/08/14	PRE-PLANNING	GL
01	13/08/14	PRE-PLANNING	GL

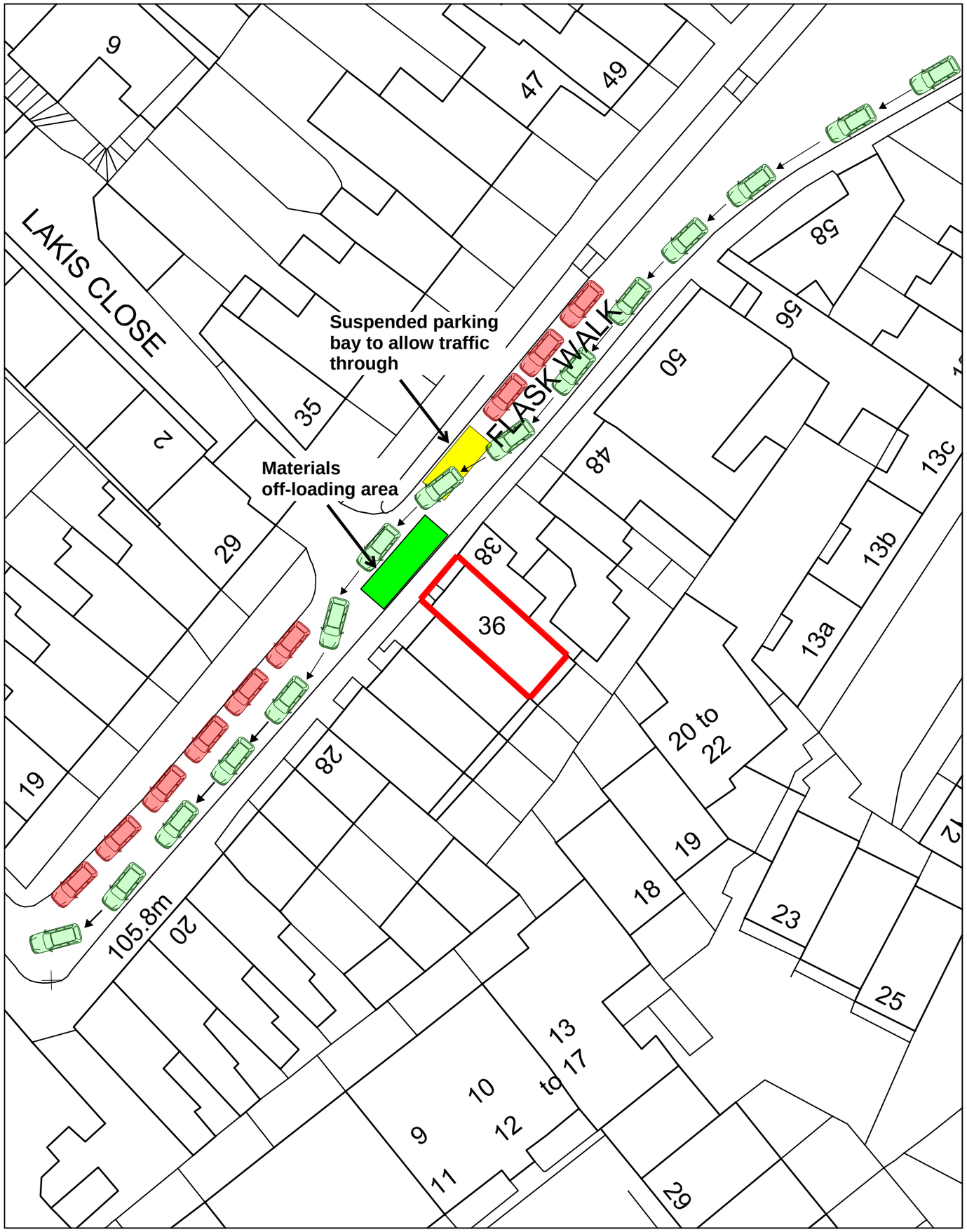
Client
PRIVATE CLIENT

Project
36 Flask Walk
NW3 1HE

Title
PROPOSED
Ground Floor Plan

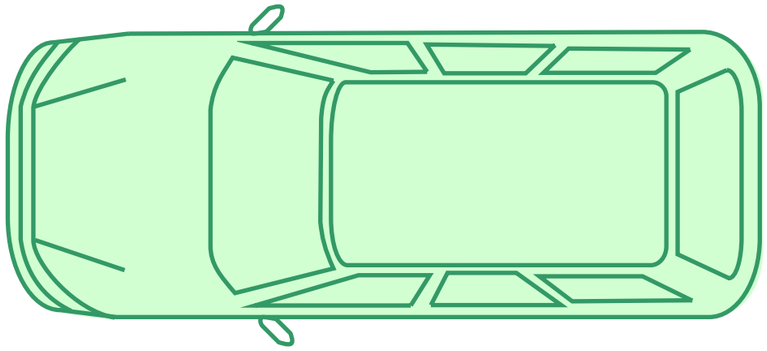
Scale	1/50@A3	Dwg. No.	Rev.
Date	13/08/14	PA-01	01
Drawn	GL	Project Number	14_18
Checked	SS		

Appendix 3
Parking Survey and Swept Path Analysis

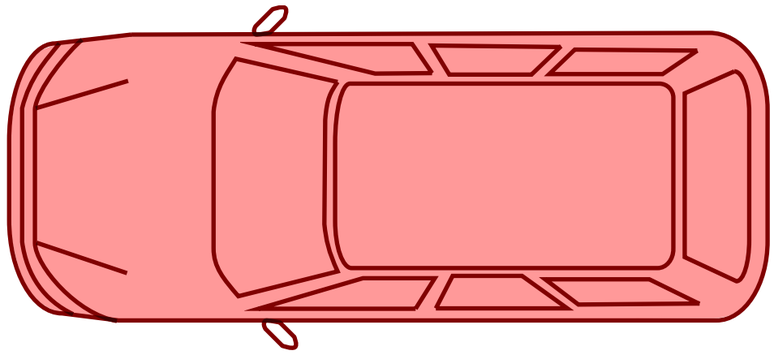


SWEPT PATH ANALYSIS - DELIVERY VEHICLE BYPASS DIAGRAM

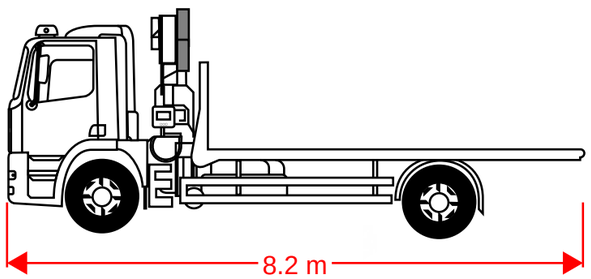
Moving Car

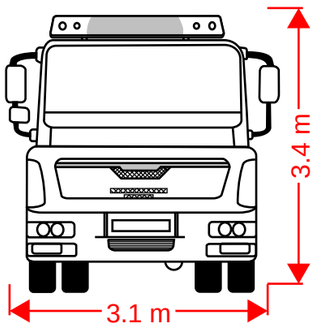


Parked Car



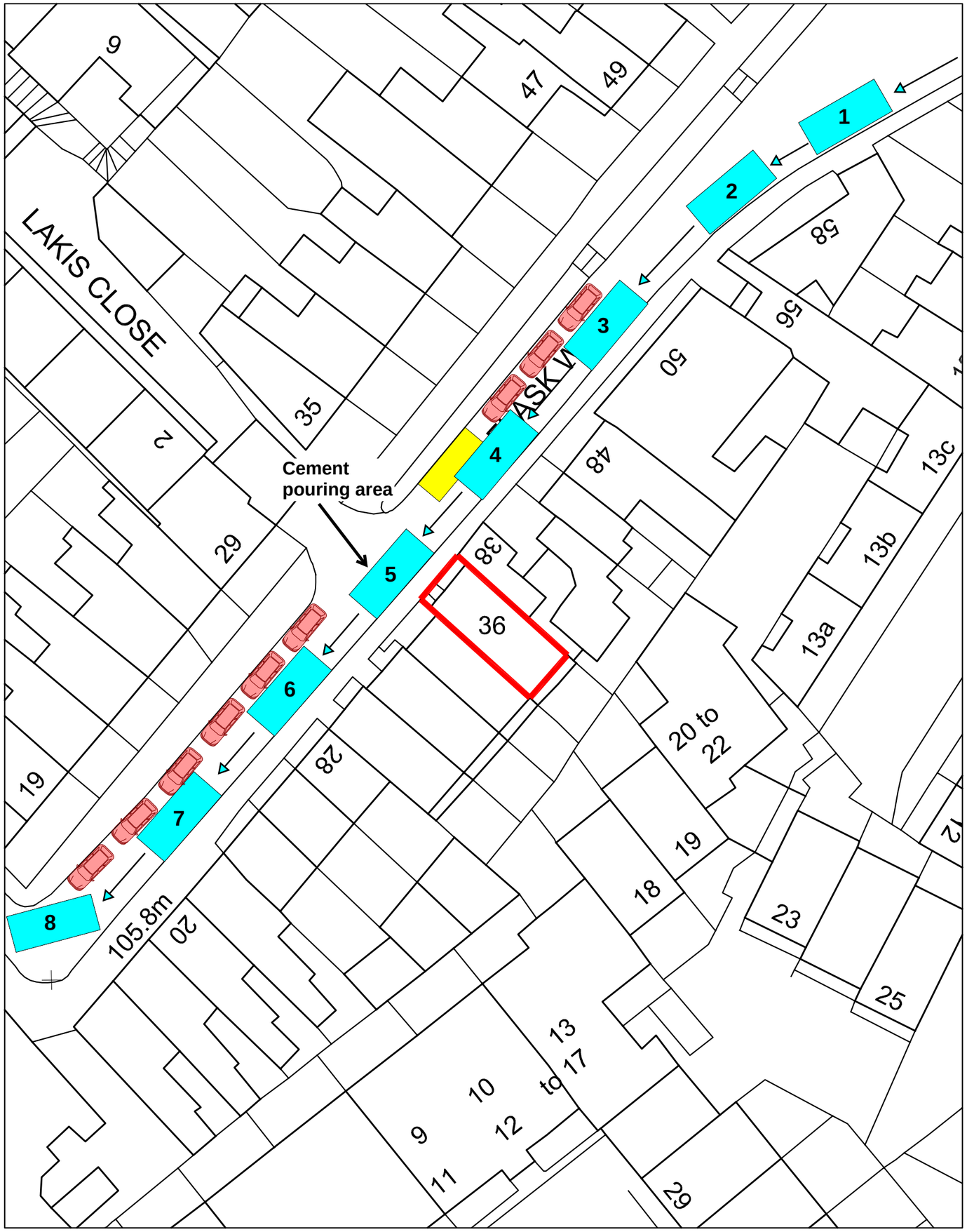
Delivery lorry dimensions





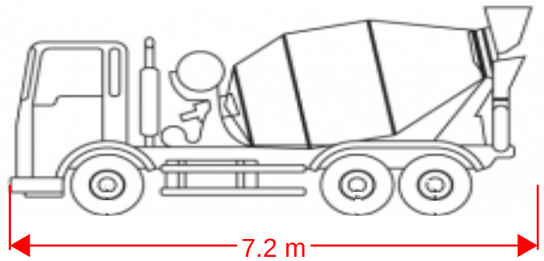
Parking bay suspension

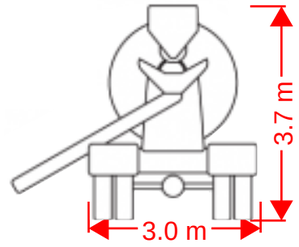
*images are for representational purposes only and do not accurate portray vehicle sizes.



SWEPT PATH ANALYSIS - CEMENT LORRY DIRECTIONS

Cement lorry dimensions





Parking bay suspension

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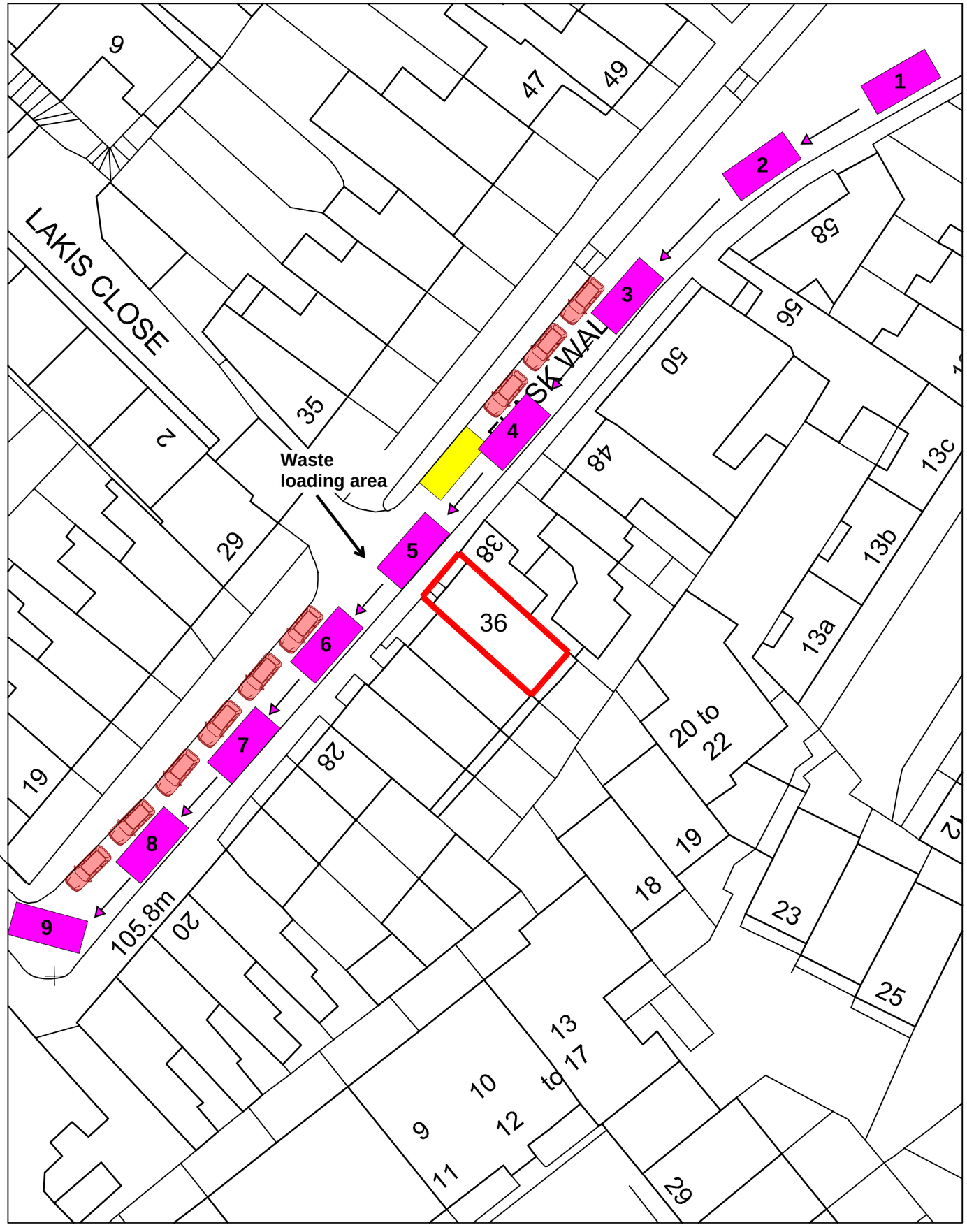
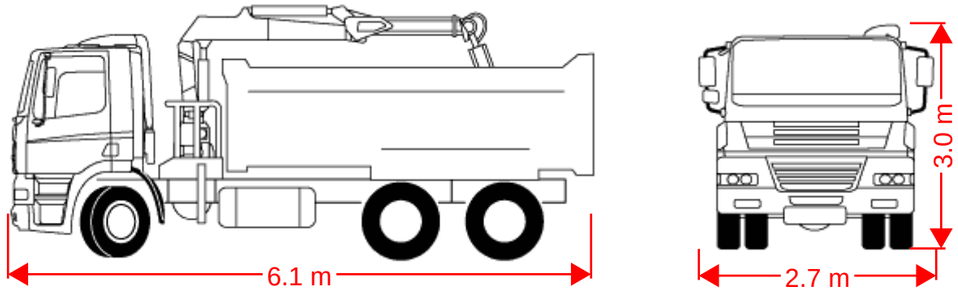


SWEPT PATH ANALYSIS - GRAB LORRY DIRECTIONS

Grab lorry dimensions

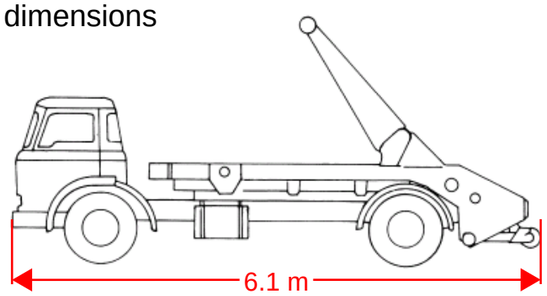


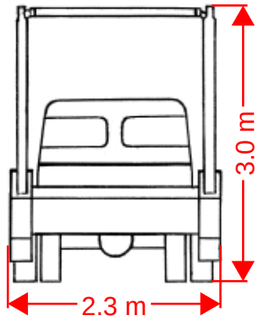
Parking bay suspension

*images are for representational purposes only and do not accurate portray vehicle sizes.

SWEPT PATH ANALYSIS - CEMENT LORRY DIRECTIONS

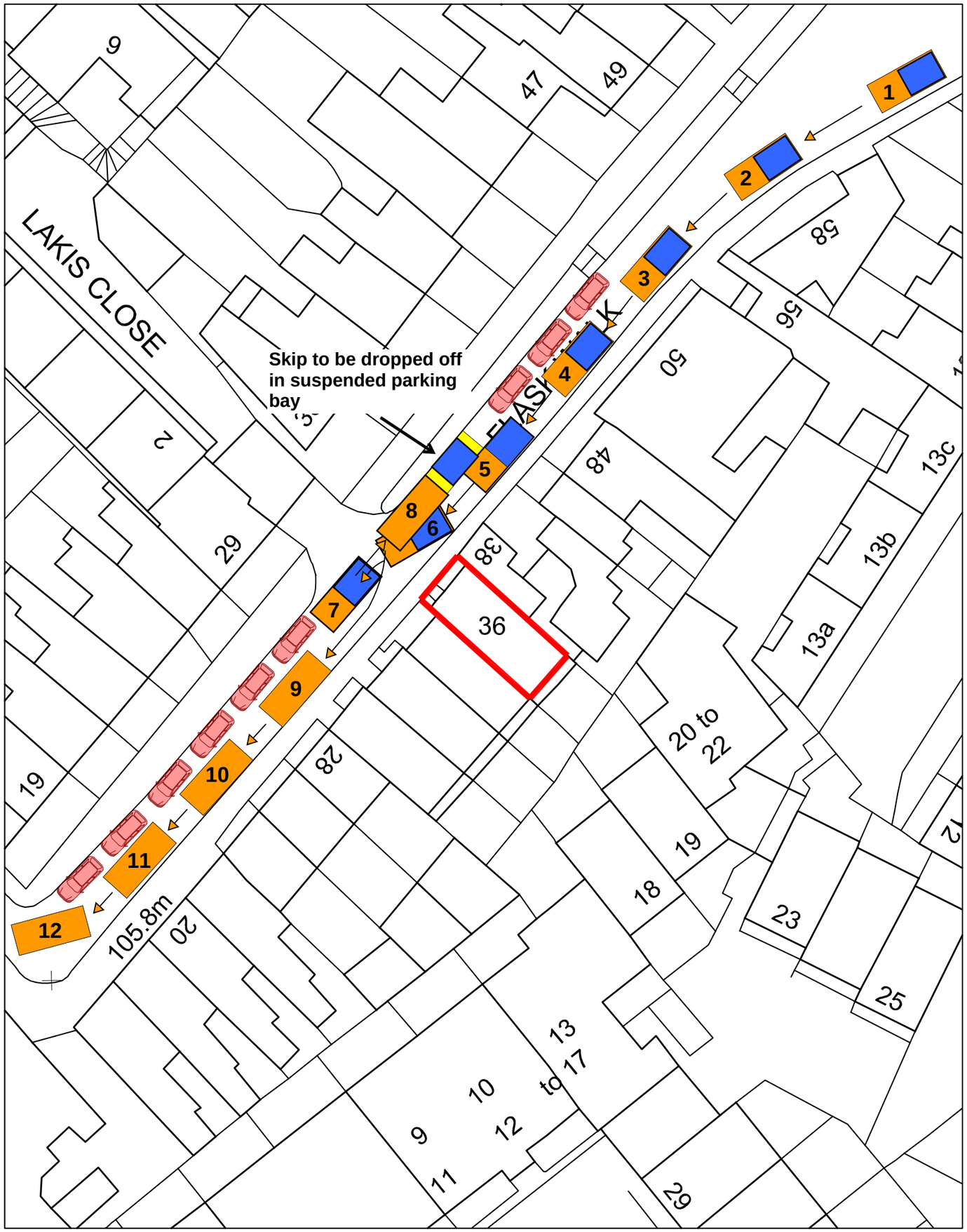
Skip lorry dimensions





8 Yard Skip

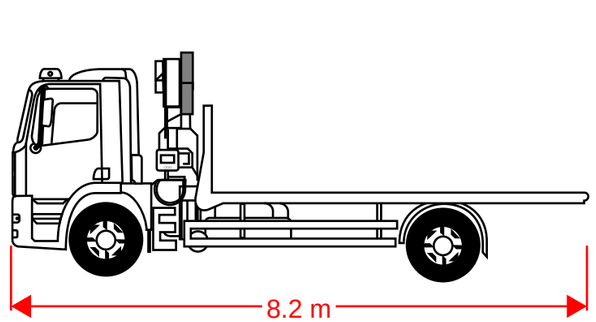
Parking bay suspension

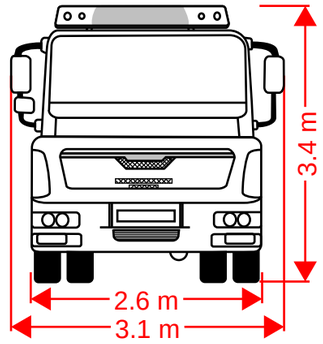


*images are for representational purposes only and do not accurate portray vehicle sizes.

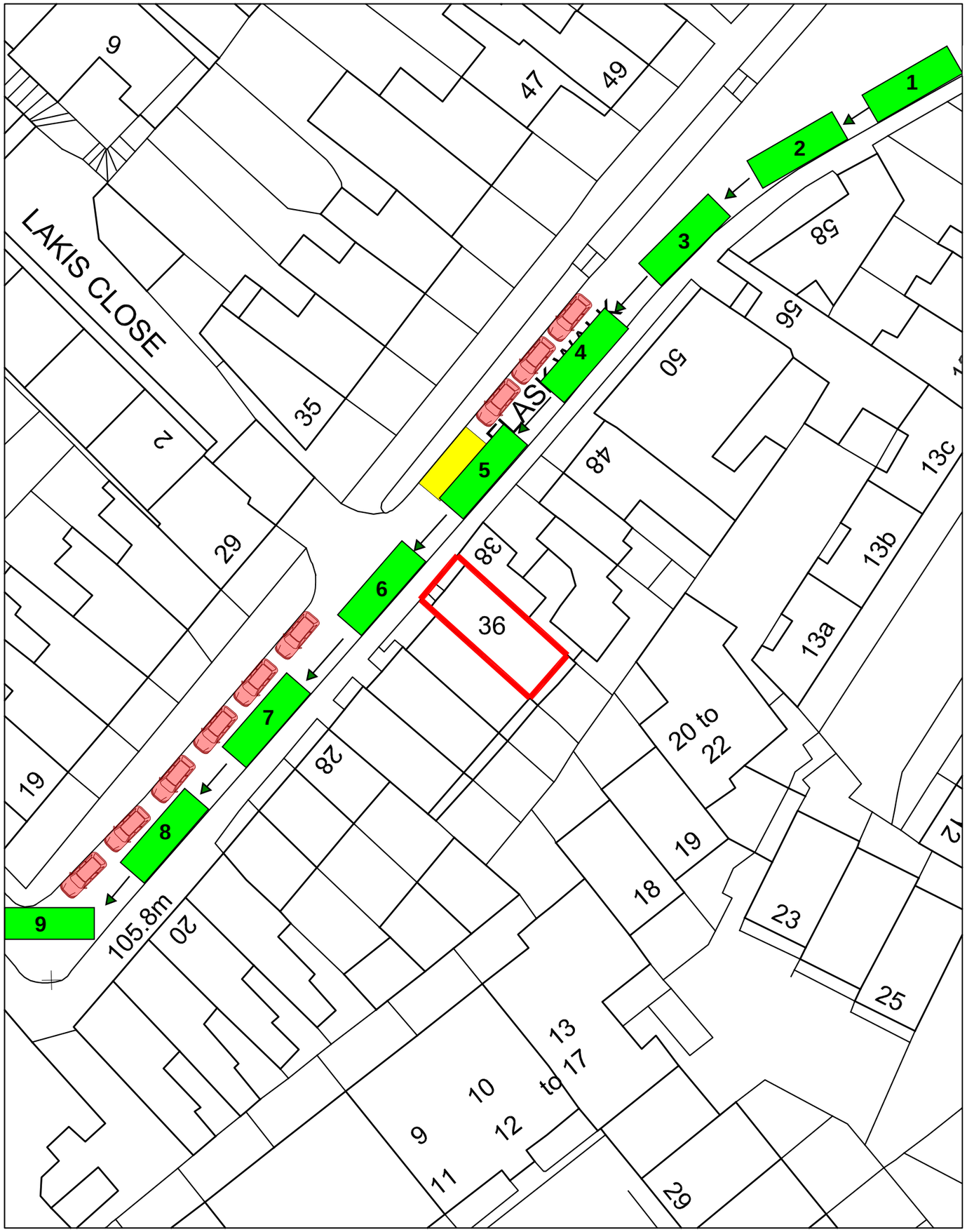
SWEPT PATH ANALYSIS - DELIVERY VEHICLE DIRECTIONS

Delivery lorry dimensions





Parking bay suspension



*images are for representational purposes only and do not accurate portray vehicle sizes.

Appendix 4
Site Waste Management Plan

CONTENTS

NB This plan must be kept on site for the duration of the project. The Principal contractor must ensure that every Contractor knows where the plan is kept and it must be made available to any Contractor carrying out work described in the plan.

Declaration

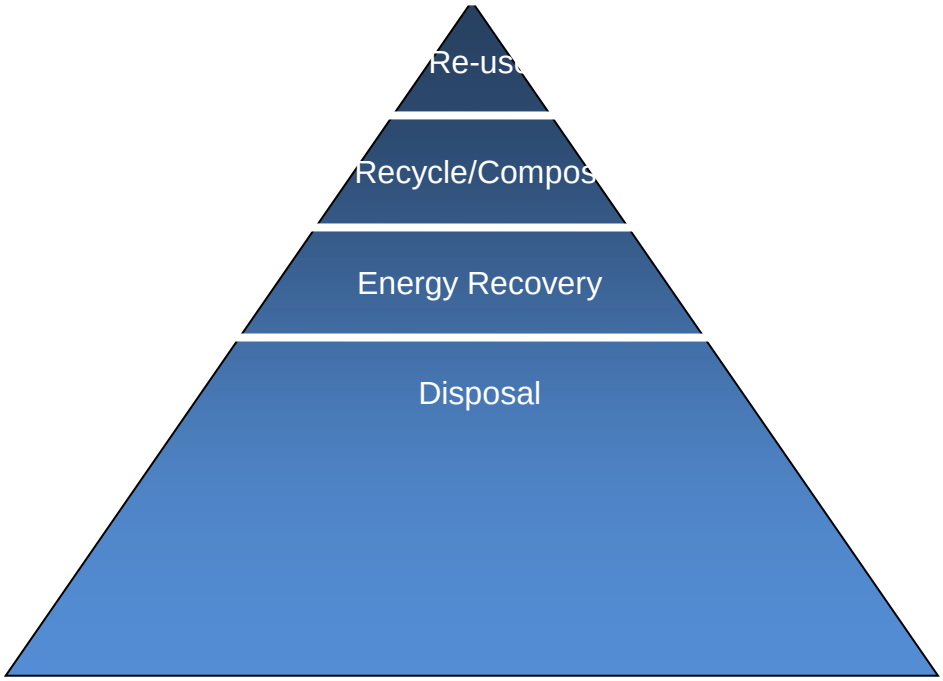
We declare that all reasonable steps will be taken to ensure that:

a) All waste from the site will be dealt with in accordance with the waste duty of care in section 34 of the Environmental Protection Act 1990 (3) and the Environmental Protection (Duty of Care) Regulations 1991 (4); and

b) Materials will be handled efficiently and waste managed appropriately.

c) The SWMP will be prepared, monitored and updated throughout the project.

.....	.....
(Client)	(Principal Contractor)
(Date).....	(Date).....



Revision Record

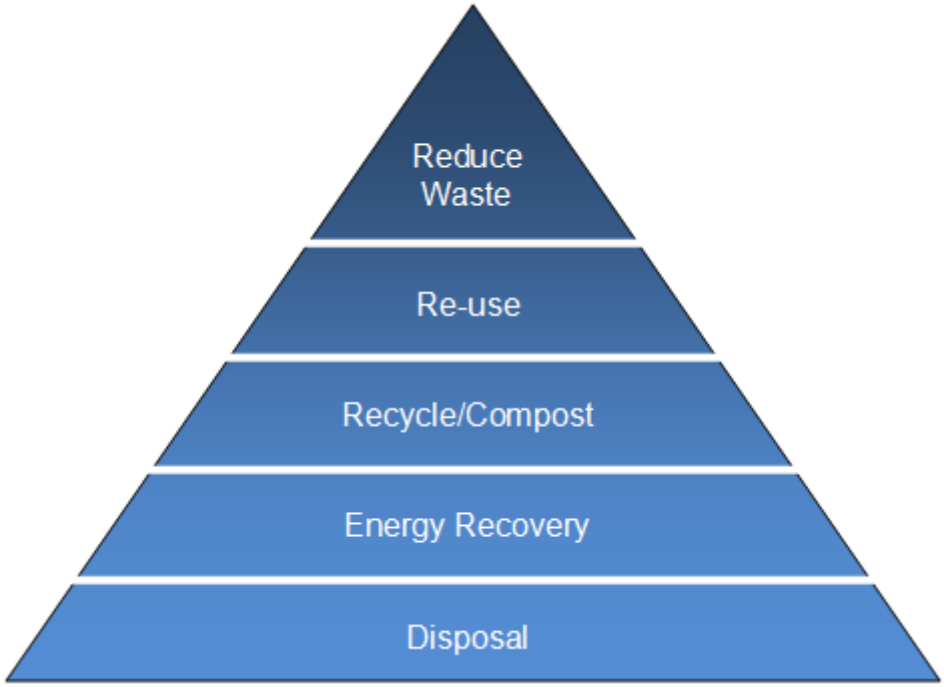
Description of Revision:	Revised By:	Date:
SWMP Prepared for CDM	D Lyon	04.03.15

Section

1

Administration

& Planning



Project Information

Guidance Note – Section 1

This section deals with the Administration and planning of waste minimisation for the project and should be used to record a description of the site, details of the project and details of those involved in the project. It is important that these include details of the

- Client
- Principal Contractor; and
- The author of the plan

It is Good Practice to provide a Waste minimisation Statement of Intent.

NB a statement must be provided if the client wishes to claim the available credit (Credit A) allowed by The Code for Sustainable Homes for including procedures and commitments to reducing waste generated on site.

Example 'At.....we have considered waste minimisation at a very early stage. This includes using standard sizes for plasterboard, elements of offsite fabrication and close working with our supply chain to avoid ordering materials and reduce excessive packaging. We will seek to reuse materials onsite wherever feasible and excess materials will be sent back to suppliers'

It is good Practise for the Project Team to discuss practical methods of achieving waste minimisation and management throughout the Project. This can be achieved through regular meetings and these should be recorded on the template provided.

Such meetings provide a useful source of local information, a way of sharing experiences and exchanging ideas. They also provide an opportunity to discuss appropriate waste management procedures and will assist in producing a Site Waste Management Plan that is effective and appropriate to the local environment and which will be Site Specific.

Project Information

Client:	**Vidhur Mehra**			
	Address: 36 Flask Walk Hampstead			
	Postcode:	NW3 1HE	**Telephone:**	0207 319 9730

Principal Contractor:	TBA			
	Address:			
	Postcode:		**Telephone:**	

Plan Author:	**Amirilan Management Ltd**			
	Address: Unit 3 London Business Park 715a North Circular Road London			
	Postcode:	NW2 7AH	**Telephone:**	0208 452 9400

Site Details/Location:	**Flask Walk**			
	Address: 36 Flask Walk London			
	Postcode:	NW3 1HE	**Telephone:**	TBA
	Site Manager for Project:		TBA	

Project Information

Estimated Cost of work (excluding VAT):	TBA

Start Date:	TBA	**Completion Date:**	TBA

Project Description	The proposed development consists of the internal refurbishment of the ground & first floor rooms, a new basement including a front light well and new staircase.

Description of Project Scope (Please Tick)	**Demolition**		**Traditional Build**	✔
	Timber Frame		**Modern Method of Construction**	
	Concrete Frame		**Other (Please Specify)**	
	Other:			

Waste Minimisation Statement (required if credit 'A' under The Code for Sustainable Homes is to be claimed)	**Not required for this development.**

Project Information

Waste Management Planning Meetings

(Record of waste reduction methods adopted during conception, design, specification and build phases, if appointed after design complete, get confirmation from designer on key steps taken during design and planning to reduce waste at site)

Record of decisions made:

Meeting Date	Attendance	Decisions Made	Actioned By:

Project Information

Meeting Date	Attendance	Decisions Made	Actioned By:

Project Information

SITE WASTE MANAGEMENT PLAN – PRE-START IMPLEMENTATION CHECKLIST

Project Description	The proposed development consists of the internal refurbishment of the ground & first floor rooms, a new basement including a front light well and new staircase
Project Address/Location	36 Flask Walk, London, NW3 1HE

PROJECT STAGES		QUESTIONS TO CONSIDER	Y/N	COMMENT If 'Yes' descried action or proposals If 'No' explain why not
Policy	1	Has a waste management policy been adopted?	Y	SWMP initiated by Amirilan Management Ltd
	2	Have the client and PC signed the Site Management Plan?		
	3	Have relevant sub-contractors producing significant waste streams been identified?		
	4	Has a careful evaluation of materials been made so that over-ordering and site wastage is reduced?		

Project Information

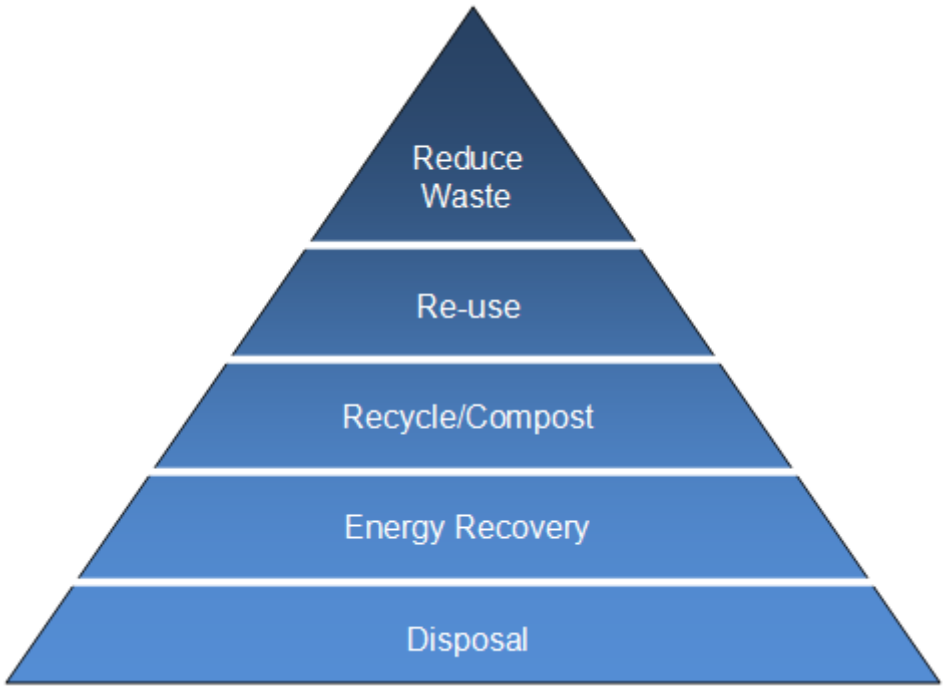
PROJECT STAGES		QUESTIONS TO CONSIDER	Y/N	COMMENT If 'Yes' descried action or proposals If 'No' explain why not
Procurement	5	Has full consideration been given to the use of secondary and recycled materials?		
	6	Is unwanted packaging to be returned to the supplier for recycling or re-use?		
	7	Can unused materials be returned to purchaser or used on another job?		
Project Planning	8	Has responsibility for waste management planning and compliance with environmental legislation been assigned to a named individual at both main contractor and identified sub-contractors?		
	9	Has a project programme been developed to include likely waste arising (how much, when and what types		
	10	Have copies of all the relevant licences been obtained?		

Section

2

Responsibilities

& Planning



Responsibilities

Guidance Note – Section 2

Section 2 deals with the identification of responsibilities and acts as a location for the recording and storage of Waste Carrier Licences, permits and waste transfer notes.

The responsibilities for site waste management would normally be assigned to one of the parties listed below depending on the size of the project.

- Principal Contractor
- Trade Contractor (Sub-contractors and trade contractors will need to be checked for legal compliance before being allowed on site. Their commitment to waste management could be made a legal contractual agreement)
- Waste Management contractor (the contractor will need to be checked for compliance with environmental legislation including, which include compliance with the duty of care and the requirements under the Environmental Protection Act 1990) They will also be required to provide:

    1. Accurate records
    2. Waste transfer notes
    3. Hazardous waste consignment notes
    4. Copies of Waste carrier licences
    5. Waste management licences and exemption details
    6. Provision, collection and delivery of suitable containers.
    7. Monitoring and monthly reporting of accurate information on quantities of waste recycled, reused and sent to landfill for each material type
    8. Records of materials sent to suppliers via take back schemes or returned to stock

Example:

Site Activity/Trade Contractors	Primary Waste	Responsibility for waste management	Responsibility for monitoring compliance
Demolition and site clearance	Hardcore, spoil, timber and plastics.....	A B Demolition Ltd	Site/Project Manager

European Waste Catalogue Code:

The Code has evolved from a survey on the arising and management of Construction and Demolition waste. An example would be reference Code 17.09.04 which relates to other mixed construction and demolition waste that is not hazardous. A reference document has been provided in Appendix C.

Responsibilities

RESPONSIBILITIES FOR WASTE MANAGEMENT ON SITE

Site Activity/Trade	Contractor (If known)	Primary Waste	Responsibility for waste management	Responsibility for monitoring compliance
Site Clearance Partial demolition Engineering works	TBA	Subsoil General building waste (inert/non hazardous)		Site Manager for PC
Ground and infrastructure works	TBA	Topsoil Subsoil General waste (inert) Concrete Plastic pipes (services) Brick/ block/ cement & mortar		Site Manager for PC
Underpinning works	TBA	Concrete Steel Subsoil		Site Manager for PC
Over site works Flooring	TBA	Mortar Cement & Bags Blocks/Beam cuts		Site Manager for PC
Brickwork	TBA	Mortar Cement Masonry)bricks & blocks) Insulation off cuts Metal Bands Polythene brick wrapping		Site Manager for PC

Responsibilities

Site Activity/ Trade	Contractor (If known)	Primary Waste	Responsibility for waste management	Responsibility for monitoring compliance
Carpentry	TBA	Timber off-cuts Sheet materials off cuts (ply, chipboard, etc.) MDF off-cuts (skirting, architrave, window board etc) *Mastic adhesive containers (Gripfill) Insulation board off cuts Polythene wrapping from off site cut door liners, architrave and skirting		Site Manager for PC
Plastering Dry lining	TBA	Plaster off cuts Tape Packaging Metal stud off cuts Jointing compound containers		Site Manager for PC
Floor Screed	TBA	Floor Screed waste Insulation material off cuts Screed container waste		
Insulation	TBA	Insulation off cuts Polythene wrapping		Site Manager for PC
Plumbing	TBA	Plastic Pipe and gutter off cuts Copper tube off cuts Packaging materials		Site Manager for PC

Responsibilities

Site Activity/ Trade	Contractor (If known)	Primary Waste	Responsibility for waste management	Responsibility for monitoring compliance
Electrical	TBA	Cable off cuts Cable drums Packaging materials		Site Manager for PC
Roof Tiling	TBA	Tiles, Cement, *Mastic sealant tubes Mortar, wet verge and ridges Tile batten wood cut offs Roofing membrane off cuts Metal and plastic bands		Site Manager for PC
Decorator	TBA	*Paint containers *Mastic sealant tubes		Site Manager for PC
Wall tiling	TBA	Glazed wall tile off cuts *Adhesive containers *Mastic sealant tubes		Site Manager for PC
Glazing (windows) Sealed units	TBA	*Glazing mastic containers Glass (broken units) Polythene and possible polystyrene or cardboard protective wrapping		

Responsibilities

Site Activity/ Trade	Contractor (If known)	Primary Waste	Responsibility for waste management	Responsibility for monitoring compliance
Glazing (doors)	TBA	*Glazing mastic containers Glass (broken units) Polythene and possible polystyrene or cardboard protective wrapping		
Installation of sanitaryware	TBA	Packaging materials (cardboard and polythene sheet) *Mastic tubes, putty/sealant containers		Site Manager for PC
Kitchen fitting	TBA	Packaging materials (cardboard, polythene sheet and polystyrene) Work surfaces to have reusable packaging Work surface off cuts and sink cut out *Adhesives		
*Mastic pointing	TBA	*Mastic containers		Site Manager for PC
Floor Laying	TBA	Sheet flooring off cuts Carpet off cuts Underlay off cuts Packaging materials *mastic adhesive tubes Adhesive containers*		

Responsibilities

Site Activity/ Trade	Contractor (If known)	Primary Waste	Responsibility for waste management	Responsibility for monitoring compliance
Fencing	TBA	*Treated timber off cuts from posts 6ft close board fence, all pre treated Augured posts and concrete fill waste		
External Works	TBA	Concrete (Kerb, path edging, paving block off cuts etc). Concrete Sand		Site Manager for PC
Soft Landscaping	TBA	Soil		
Cleaners	TBA	N/A		
Floor Laying	TBA	Sheet flooring off cuts Carpet off cuts Underlay off cuts Packaging materials *mastic adhesive tubes Adhesive containers*		

Responsibilities

Site Activity/ Trade	Contractor (If known)	Primary Waste	Responsibility for waste management	Responsibility for monitoring compliance

TBA: To be advised...Please action TBA's as contractors are appointed

Responsibilities

Waste Description	List of Waste (LOW) code	Origin of waste	Waste Carrier Details			Disposal Site: Transfer Station	
			Name	Licence No.	Expiry Date	Name/Add	Permit No
Possible demolition waste from this type of build (Based on works and age of hotel)	17 09 04 17 08 02 17 04 07 17 04 03 17 04 01 17 02 03 17 02 02 17 01 07 17 01 03 17 01 01 17 01 02 17 06 05* 07 06 04	Demolition Company	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB 3701MU
Clearance wastes	17 09 04	Site clearance workers	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB 3701MU
Underpinning	17 01 01 17 05 04 17 09 04	Ground Workers	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB 3701MU
Block Waste	17 01 02 17 01 01	Bricklayer Ground Workers	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB 3701MU

Responsibilities

Waste Description	List of Waste (LOW) code	Origin of waste	Waste Carrier Details			Disposal Site: Transfer Station	
			Name	Licence No.	Expiry Date	Name/Add	Licence No
Mortar (mix)	17 09 04	Bricklayer Ground Workers	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB3 701MU
Timber & Cladding	07 02 01	Carpenters	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB3 701MU
Roof Materials	17 01 03 17 09 04 17 06 04 17 03 02 17 04 02	Roofer Carpenter	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB3 701MU
Plasterboard Jointing compound containers	17 08 02	Dry Liner	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB3 701MU

Responsibilities

Waste Description	List of Waste (LOW) code	Origin of waste	Waste Carrier Details			Disposal Site: Transfer Station	
			Name	Licence No.	Expiry Date	Name/Add	Licence No
Metal Plastic plumbing waste	17 04 01 17 04 02 17 04 03	Plumbing Flashing works	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB 3701MU
Insulation board/material	17 06 04 17 02 01	Carpenters Block workers	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB 3701MU
Cable off cuts Cable drums	17 04 11 15 01 03	Electrician	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB 3701MU
Mastic tubes* Paint Tins	*15 01 10	Carpenter Wall Tiller Glazer Floor layer Mastic Pointer Painting Kitchen Fitter (various 1st/2nd fix trades)	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB 3701MU

Responsibilities

Waste Description	List of Waste (LOW) code	Origin of waste	Waste Carrier Details			Disposal Site: Transfer Station	
			Name	Licence No.	Expiry Date	Name/Add	Licence No
Wall/Floor tiles	17 01 07	Tiller	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB3 701MU
Glass (Windows/door sealed units)	17 02 02	Carpenters	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB3 701MU
Fascia and soffit boards, PVC guttering systems	17 02 03	Carpenters Builder Plumber	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB3 701MU
Packaging materials	15 01 01 15 01 02 15 01 03 15 01 04	All trades	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB3 701MU

Responsibilities

Waste Description	List of Waste (LOW) code	Origin of waste	Waste Carrier Details			Disposal Site: Transfer Station	
			Name	Licence No.	Expiry Date	Name/Add	Licence No
Paints and sealants	15 01 04 17 09 04	Decorator	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB 3701MU
Sheet Flooring	17 09 04	Floor layer	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB 3701MU
General Waste	15 01 01 15 01 02 15 01 04 (food & domestic waste)	Office and Welfare	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB 3701MU
Carpet & underlay Flooring adhesive containers* (Empty containers only)	17 03 02 15 01 02	Carpet, floor fitters	Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB 3701MU

Responsibilities

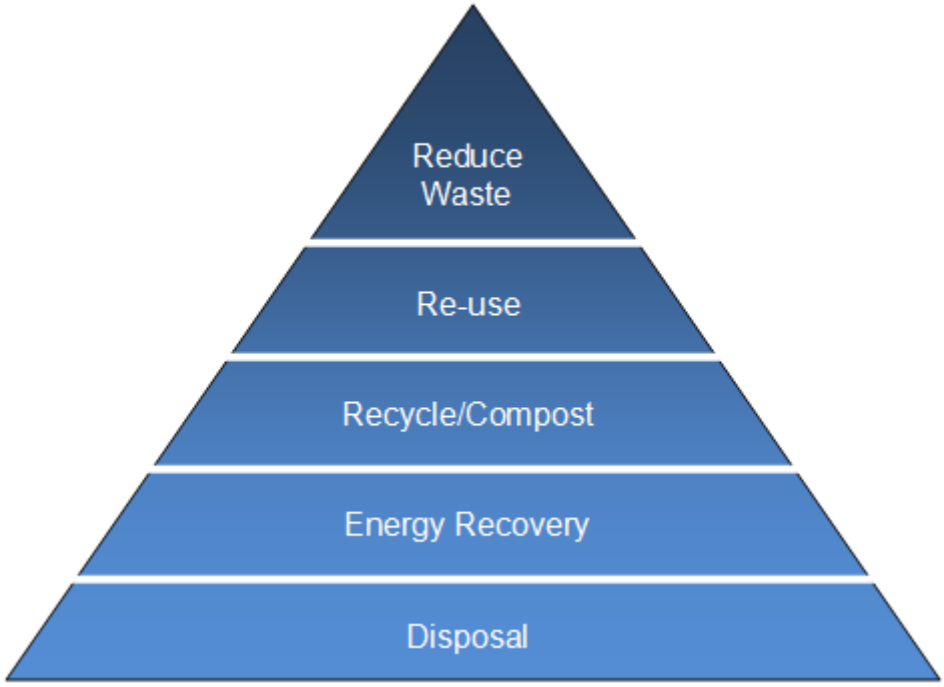
Waste Description	List of Waste (LOW) code	Origin of waste	Waste Carrier Details			Disposal Site: Transfer Station	
			Name	Licence No.	Expiry Date	Name/Add	Licence No
TBA			Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB 3701M U
TBA			Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB 3701M U
TBA			Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB 3701M U
TBA			Abee Hire Ltd Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ	CB/LE57 98BC	19/12/17	Waste Recovery Facility 100 Twyford Abbey Road London NW10 7XE	EPR/AB 3701M U

***Denotes possible hazardous wastes**

Section

3

Forecasting, Estimating & Recording



Forecasting, Estimating & Recording

Guidance Note – Section 2

Section 3 is the heart of the Site Waste Management Plan and focuses on identifying estimated quantities as against the actual quantities generated for the project. It also provides for the recording of the measures taken for the reuse, recycling, recovery or disposal of site waste.

This section focuses on the waste generated throughout the project from enabling works (including demolition) through to completion of the construction phase and as such, is a live document. *It must include details of how all waste is managed, including waste generated, recovered, re-used/re-cycled or disposed of by trade contractors who take responsibility for managing their own waste*

Forecasting and Estimating

All projects over £300,000 are required to estimate the quantity of each different type of waste likely to be produced and identify the proposed action to minimise waste. These waste management options need to be considered for The Code for Sustainable Homes. If the available credit is to be claimed, Section 3 of this plan must clearly identify five streams of waste that will be recycled, together with a description of how this will be achieved. *The estimation exercise must be carried out prior to construction work commencing on site.*

A best estimate of quantities should be sufficient and should assist in prioritising the key wastes relevant to the project and will assist the person responsible for managing waste on site e.g. the site or project manager to focus on the site specific issues of waste and the options for managing it. This section also assists in the setting of targets and planning waste minimisation as recommended in The Code for Sustainable Homes.

Once this exercise has been completed the checklist can be used in the tender documentation for waste management contractors.

Throughout the life of the project the actual quantities of waste generated by the site and the methods/options for disposal should be recorded in this section and these will be used in the assessment of the effectiveness of the management processes.

Waste Categories

- ***Inert Waste*** – Waste that should not harm or cause adverse effects to the environment or does not decompose. (Rock, concrete, mortar etc.)
- ***Non Hazardous*** – Waste that will break down/decompose resulting in the waste production of landfill gases (timber, paper, cardboard, green waste etc.)
- ***Hazardous waste*** – Waste that contains hazardous properties i.e. is harmful to health or the environment (see examples in Appendix D)

Under the Site Waste Management Plans Regulations 2008, waste types must be identified as these 3 levels as a minimum requirement.

Forecasting, Estimating & Recording

Waste Minimisation opportunities

- ***Re-use*** – Re use involves putting an item to another use after its original function has been fulfilled. It offers the prospect of added value and utility before final disposal. Re-use will usually represent an environmental gain. There are two types of re-use.

    1. The first is a conventional re-use where products are designed to be used a number of times before they are discarded (e.g. pallets)

    2. The second form of re-use occurs when alternative uses are found for products once they have served their original purpose (e.g. demolition rubble being crushed and used as fill material or bricks being cleaned and sold as a recovered building material)

- ***Recycling*** – Recycling involves processing waste to produce a usable raw material or product. Recycled material such as some types of plastic can, in principle, be re-used many times, unlike material which has been burnt to have the energy recovered from it or composed. Potential advantages of recycling include

    1. Extending the life and maximizing the value extracted from raw materials.

    2. Energy savings – the recycling of secondary materials generally uses less energy than extracting and processing raw materials.

    3. Reduced disposal impacts – although modern landfill sites are engineered to high standards, the leaking of synthetic chemicals, heavy metals and bacteria into the soil and water table remains an environmental concern.

- ***Recovery*** – Recovery is the term used to represent the process by which waste is converted into either a useable form, or energy is derived out of the waste (e.g. timber waste could be recovered to be used in chipboard i.e. a usable form, or shredded to form biomass fuel i.e. energy is formed from the waste)

NB Always consider when thinking about Re-use, Recycling and Recovery opportunities, manufactures "take-back" schemes. As an example "take-back" schemes are operated by plasterboard manufacturers and wholesalers of white-goods who will collect and recycle polystyrene and polythene waste.

Forecasting, Estimating & Recording

Pre-Construction Estimates

Inert Waste

Waste Materials	Total Estimated Quantity (Kg)	Waste Minimisation Targets			Sent to Landfill (Kg)
		Re-use (Kg)	Recycle (Kg)	Recover (Kg)	
Demolition Wastes	TBA				
Ground Clearance Limited works	-	-	-	-	-
Blocks	-	-	-	-	-
Mortar	-	-	-	-	-
Roof Tiles	-	-	-	-	-
Paving Blocks	-	-	-	-	-
Concrete	-	-	-	-	-
Ceramics (wall/floor)	-	-	-	-	-
Other construction wastes (inert) from stripping/clearance	-	-	-	-	-
Other (describe)					
Sub-Total	-	-	-	-	-

Please note: Partial demolition to allow for refurbishment and extension to hotel

(Please action Kg once removed)

Forecasting, Estimating & Recording

Pre-Construction Estimates

Non-Hazardous Waste

Waste Materials	Total Estimated Quantity (Kg)	Waste Minimisation Targets			Sent to Landfill (Kg)
		Re-use (Kg)	Recycle (Kg)	Recover (Kg)	
Site clearance (soft)	-	-	-	-	-
Canteen Waste for whole of project	-	-	-	-	-
Metal (e.g. off cuts, copper, lead, mild steel etc)	-	-	-	-	-
Paper	-	-	-	-	-
Plasterboard	-	-	-	-	-
Plastic	-	-	-	-	-
Polystyrene	-	-	-	-	-
Timber/board/cladding	-	-	-	-	-
Polythene	-	-	-	-	-
Wiring Cable	-	-	-	-	-
Other (describe)					
Sub-Total	-	-	-	-	-

Forecasting, Estimating & Recording

Pre-construction Estimates

Hazardous Waste

Waste Materials	Total Estimated Quantity (Kg)	Waste Minimisation Targets			Sent to Landfill (Kg)
		Re-use (Kg)	Recycle (Kg)	Recover (Kg)	
Waste engine/gear oil	-	-	-	-	-
Hydraulic fluid	-	-	-	-	-
Fluorescent tubes	-	-	-	-	-
Polyurethane paint	-	-	-	-	-
Paint containers (if empty before disposal not classed as hazardous, SM will monitor)	-	-	-	-	-
Mastic tubes (If empty before disposal not classed as hazardous, SM will monitor)	-	-	-	-	-
Bituminous mixtures containing coal tar	-	-	-	-	-
Paslode Gas Carts	-	-	-	-	-
Other (describe)					
Sub-Total	-	-	-	-	-

1. *****SM to ensure all users are aware of their responsibility to dispose of waste Gas cartridges as per the hazardous waste regulations. (Contact supplier for advice/disposal procedures).
2. ****** Paint containers and mastic tubes will only be classed as hazardous if not empty. SM to ensure all site operatives are fully aware of this control.

Forecasting, Estimating & Recording

Procedures and commitments for sorting and recycling site waste

Waste Group	Materials Note: list them all if more than the 3 required for Code point. Link to Appendix D.	Recycling/Recovering/ Reusing Strategy
Hazardous	Paint tins/ mastic tubes/aerosols (fluorescent tubes – Contact Waste Carrier) (If above tins/tubes/cans are empty they will not be classed as hazardous by waste carrier. SM to ensure this information is passed on during site inductions and controls are monitored throughout build.)	Engage Specialist contractors
Non-Hazardous	Timber, plywood, chipboard, noggins, battens, doors, windows, MDF, timber off cuts, and surplus materials	Segregated and 75-90% recycled at waste station
Non-Hazardous	Ferrous and non-ferrous metals	Segregated and recycled at waste station
Non-Hazardous	Plasterboard and plaster waste (Contact Waste carrier for disposal details)	Recycle/ recovered (100%)
Non-Hazardous	Top/Sub soil	Reused off site (Waste Carrier)
Non-Hazardous	Timber pallets, quality, return to manufacturer distributor for re-use	Return
Non-Hazardous	Cardboard, plastic (rigid), Polythene, electrical cables (Ltd re-use on site)	Segregated and recycled at waste station
Inert	Blocks/bricks (limited waste based on type of build)	Recovery/ recycle off site

A minimum of three waste groups must be identified in the table above if the second available credit from the Code for Sustainable Homes is to be claimed

Forecasting, Estimating & Recording

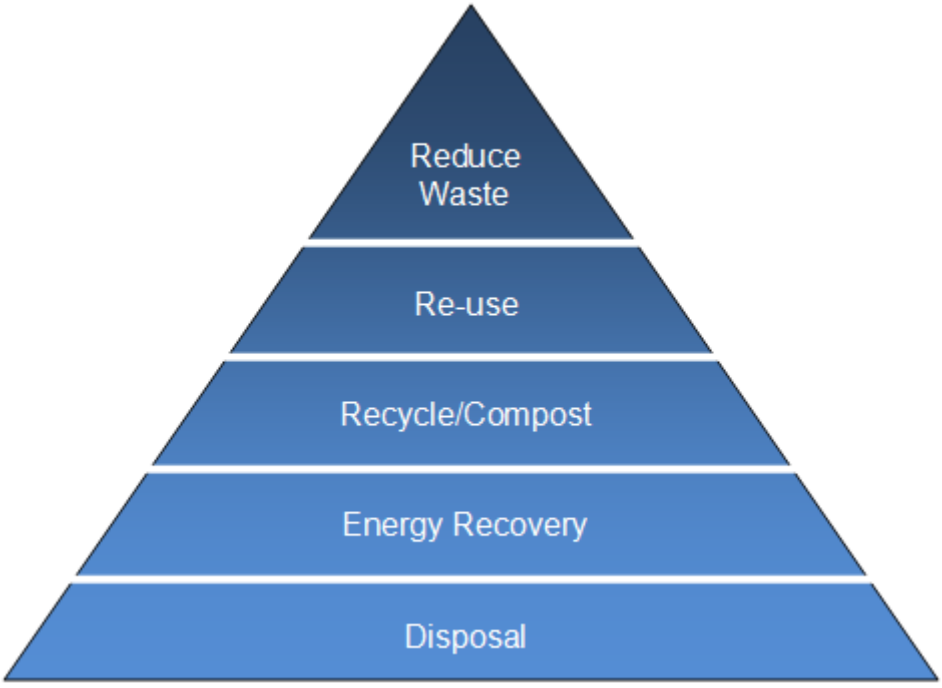
Construction Work					
Waste Category	**Total Volume (Kg)**	**Waste Minimisation opportunities**			**Sent to Landfill (Kg)**
		Re-use (on/off site) (Kg)	**Recycle (Kg)**	**Recover (Kg)**	
Inert					
Pre-construction Estimate	-	-	-	-	-
Actual	-	-	-	-	-
Difference	-	-	-	-	-
Non-hazardous					
Pre-construction Estimate	-	-	-	-	-
Actual	-	-	-	-	-
Difference	-	-	-	-	-
Hazardous					
Pre-construction Estimate	-	-	-	-	-
Actual	-	-	-	-	-
Difference	-	-	-	-	-

Section

4

Costing &

Implementation



Costing & Implementation

Guidance Note – Section 4

Section 4 concentrates on the implementation of the Plan for which a checklist with a tick box and an area for comment has been provided. It also allows for costings to be applied to the waste management activity and estimated quantities.

Prior to implementing the Site Waste Management Plan the waste champion should complete all necessary checks (using the checklist in appendix B) to ensure the effective operation, monitoring and reporting of the Plan.

By using the waste estimate and the waste contractor's rates it is possible to calculate the total estimated waste costs involved for the project expressed in pounds (£)

For example if the waste has a scrap value the project could be paid for by the waste (recorded as a credit) or the waste could be removed free of charge. The value of some waste should be considered during waste management package negotiations as the waste management contractors may gain a resale value for the waste.

This information will have a knock-on effect in the next section where the review of the actual costs involved will be compared with the estimated costs and the overall effectiveness of the Waste management Plan will be analysed.

Example

Waste Material	Contractor Details	Minimisation Activity	Est. Total (Kg or tonnes)	Actual Total (Kg or tonnes)	Unit price paid £		Cost £ (+/-)
					Price Paid per Kg for removal	Price Gained per KG be re-using	
Concrete	A B Demolition	Re-used as fill on site	200	250		£12.00	-£2,400
Timber	Clifford Waste	Recycled	300	250	£15.00		£4,500

Costing & Implementation

Construction Work							
Waste Material	**Waste Management Contractors Details**	**Waste Manage-ment Activity**	**Forecast total (Kg or tonnes)**	**Actual Total (Kg or tonnes**	**Unit price paid £**		**Cost £ (+/-)**
					Price paid per KG for Removal	**Price Gained per KG by re-using**	
Site clearance	Abee Hire Limited	Site clearance	9000				
Canteen Waste	Abee Hire Limited	General Build	500				
Metal	Abee Hire Limited	General Build	200				
Paper	Abee Hire Limited	General Build	As Per Canteen				
Plasterboard	Abee Hire Limited.	General Build	2000				
Plastic	Abee Hire Limited	General Build	50				
Polystyrene	Abee Hire Limited	General Build	Minimal				
Timber/board/cladding	Abee Hire Limited	General Build	1000				
Polythene	Abee Hire Limited	General Build	Minimal				
Wiring cable	Abee Hire Limited.	General Build	150				

Costing & Implementation

Construction Work							
Waste Material	**Waste Management Contractors Details**	**Waste Manage -ment Activity**	**Forecast total (Kg or tonnes)**	**Actual Total (Kg or tonnes**	**Unit price paid £**		**Cost £ (+/-)**
					Price paid per KG for Removal	**Price Gained per KG by re-using**	
Demolition Wastes	TBA	General Build					
Ground Clearance	TBA	General Build					
Blocks	TBA	General Build					
Mortar	TBA	General Build					
Roof Tiles	TBA	General Build					
Paving Blocks	TBA	General Build					
Concrete	TBA	General Build					
Ceramics	TBA	General Build					
Other construction wastes (inert) from stripping /clearance	TBA	General Build					

Costing & Implementation

Construction Work							
Waste Material	**Waste Management Contractors Details**	**Waste Manage-ment Activity**	**Forecast total (Kg or tonnes)**	**Actual Total (Kg or tonnes**	**Unit price paid £**		**Cost £ (+/-)**
					Price paid per KG for Removal	**Price Gained per KG by re-using**	

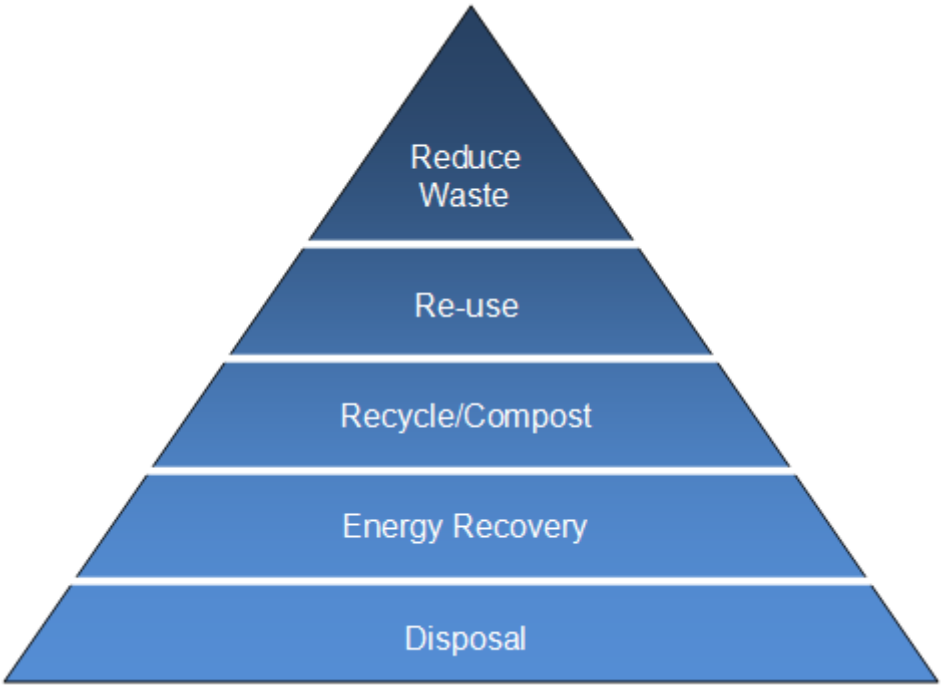
Please note: minor Demolition wastes are to be added once amounts are known

Section

5

Post Completion Review

& Analysis



Post Completion Review & Analysis

Guidance Note – Section 5

Section five is an important part of managing the Site Waste management Plan as it reviews how waste has been managed through the project comparing the estimated quantities with the actual quantities and records the reasons for the differences.

These can be quantified in pounds (£'s) giving an overview of the results and the cost savings.

- Compare the estimations of waste with the actual waste arising's and note down the reasons for any variance (this is a legal requirement for projects with costs greater than £500,000)
- If targets have been set, calculate any deviations
- Use these figures as a basis for your next project
- Record lessons learned from writing and implementing the plan and recommendations
- Record lessons learned
- Write down any cost savings from implementing the plan (this is a legal requirement for projects with costs greater than £500,000)
- Report on the success of any waste reduction actions (projects of £500,000+)

On projects of £300,000 - £500,000 this section can be as simple or as complex as the client wishes as long as the basic information is recorded. For projects greater than £500,000 there is a requirement for this section to be detailed showing cost savings, improved efficiency and enhanced company and social responsibility. To illustrate these issues the document can be supplemented by graphs and statistics if this is what the client decides.

Post Construction

Within three months of the construction work being completed it is important that the Client/Waste Champion signs a compliance declaration which can be found at the end of Section Five.

The Site Waste Management Plan must be kept for 2 years following completion of the project in an accessible place (either the Client's principle place of business or site of the project) where it can be made available for regulatory compliance checks)

Post Completion Review & Analysis

Inert Waste

Waste Materials	Estimate Quantity Kg	Actual Quantity Kg	Difference (+/-)	Reason for Difference
Construction Work				
Ground Clearance	TBA			
Blocks	TBA			
Mortar	TBA			
Roof Tiles	TBA			
Paving Blocks	TBA			
Concrete	TBA			
Ceramics	TBA			
Other construction wastes (inert) from stripping/clearance	TBA			
Other (describe)				
To be actioned if applicable				
Prediction Total				

Post Completion Review & Analysis

Non-Hazardous Waste

Waste Materials	Estimate Quantity Kg	Actual Quantity Kg	Difference (+/-)	Reason for Difference
Construction Work				
Site Clearance	TBA			
Canteen Waste	TBA			
Metal	TBA			
Paper	TBA			
Plasterboard	TBA			
Plastic	TBA			
Polystyrene	TBA			
Timber/board /cladding	TBA			
Polythene	TBA			
Wiring cable	TBA			
Other (describe)				
To be actioned if applicable				
Prediction Total				

Post Completion Review & Analysis

Hazardous Waste

Waste Materials	Estimate Quantity Kg	Actual Quantity Kg	Difference (+/-)	Reason for Difference
Construction Work				
Contaminated Soil				
Asbestos materials (ACM)				
Polyurethane Paint				
Paint Tins				
Fluorescent tubes*				
Mastic Tubes				
Bitumen (containing coal tar)				
Other (describe)				
To be actioned if applicable				
Prediction Total				

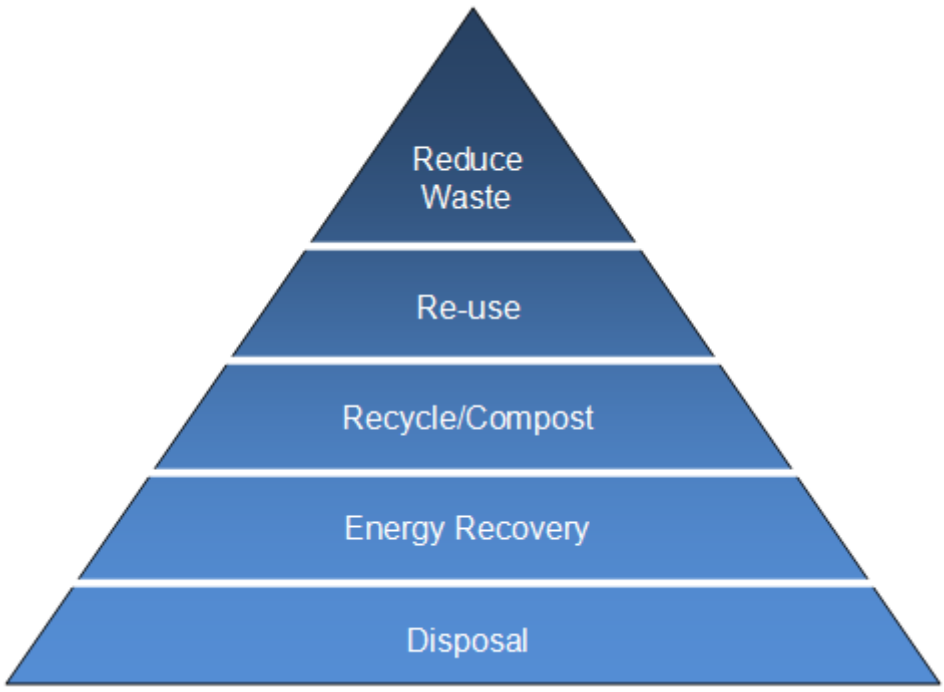
***Contact Waste Carrier for disposal instructions (tubes are classed as hazardous but are fully recyclable)**

Post Completion Review & Analysis

Review results and cost Savings	TBA

CONFIRMATION
This plan has been monitored on a regular basis to ensure that work is progressing according to the plan and has been updated to record details of the actual waste management actions and waste transfers that have taken place
Signature..... **Date**.....

Appendices


Reduce Waste
Re-use
Recycle/Compost
Energy Recovery
Disposal

Appendix A

Waste Carriers Licence

(CB/LE5798BC)

Abee Hire Limited

Current Registration No:	CB/LE5798BC
Business Name:	Abee Hire Limited
Business Address:	Suite 9, Arkleigh Mansions 194-200 Brent St London NW4 1BJ
Carrier/Broker/CB Indicator:	Broker (B)
Applicant Type:	1
Business Post-code:	N3 1UX
Date of Registration:	20.12.2014
Date of renewal:	19.12.2017
Expiry Date:	19/12/2017

Appendix A cont'

Waste Transfer Station Details

(EPR/AB3701MU)

Bridgemarts Limited

Permit No:	EPR/AB3701MU
Name:	Bridgemarts Limited
Registered Address:	58-60 Berners Street London W1T 3JS
Registration Number:	02318977
Trading Name:	Gowing and Pursey
Site Name:	Waste Recovery Facility
Site Address:	100 Twyford Abbey Road Park Royal London NW10 7XE
Issue Date:	15/01/2014
Annual Tonnage Permitted:	350,000t per annum
Region:	Thames
Area:	North East

Appendix A cont'

Regular waste collection reports are to be actioned by Abee Hire Ltd and supplied to the PC

Example of type of quarterly report expected

Company Name
Amirilan Management Ltd

Site Address
36 Flask Walk
London
NW3 1HE

Period:

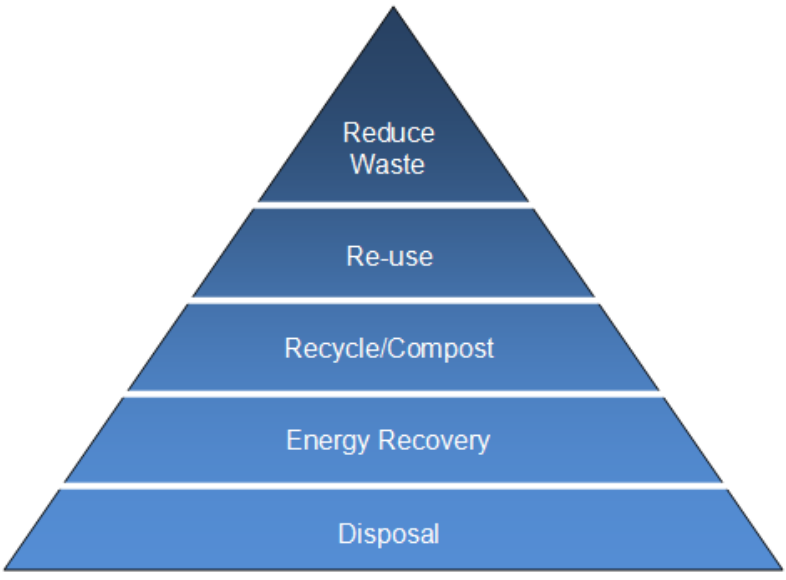
Waste	EWC Code	%	% Recycled
Cardboard	200101	15.21	100
Hardcore	170504	13.96	100
Metals	170407	3.33	100
Plasterboard	170802	1.25	100
Wood	170201	38.75	100
Wood chips	170201	0.00	0
Sub Soil	170504	0.21	100
Concrete	170504	1.88	100
Topsoil	170504	0.00	0
Cable/Wire	140411	0.83	100
Plastics	170203	18.54	100
Green	170904	0.63	100
Roof Tiles	170103	0.00	0
Other	170904	5.41	0

Total Weight	**13.43**
Total Of Skips	**4**

Appendix B

Site Managers Responsibilities

TBA



Appendix B

Check Sheet

- **Responsibility, planning and preparation for the SWMP**

  - ☐ Have you, or has someone in authority, been assigned overall responsibility for the SWMP?
  - ☐ Have you set aside time to plan and prepare your SWMP?
  - ☐ Has every stage in the project been examined and the processes required for completion been considered?

- **Identify your Waste**

  - ☐ Have those sub-contractors producing significant waste streams been identified?
  - ☐ Has a thorough assessment taken place to identify different types of waste that will be produced – how much, when and what types?
  - ☐ Have you thought about ordering materials that have less or reusable/returnable packaging?

- **Identify your Waste management Options**

  - ☐ Has an area of the site been set aside for storage of new materials and waste management, including separation of different types of waste?
  - ☐ Have targets been set for the different types of waste likely to arise from the project?
  - ☐ Have measures been put in place to deal with expected (and unexpected) hazardous waste?
  - ☐ Has disposal of liquid wastes such as wash-down water and lubricants been considered?
  - ☐ Have you got agreement from the sewerage company for trade effluent discharge?
  - ☐ Have opportunities been considered for re-use of materials on-site and off-site?
  - ☐ Have opportunities been considered for on-site and off-site processing and re-use of materials?
  - ☐ Have you considered where the most appropriate sites for disposal of residual waste from the project are located?
  - ☐ Are there opportunities for reducing disposal costs from waste materials that may have a commercial value?

- **Materials needed and waste handling**

  - ☐ Has there been a careful evaluation of materials so that over-ordering and site wastage is cut down?
  - ☐ Can unused materials be returned to the supplier or used on another job?
  - ☐ Has using secondary and recycled materials been fully considered?
  - ☐ Will unwanted packaging be returned to the supplier for recycling or re-use?
  - ☐ Are selected waste materials segregated to allow you to get best value from good waste management practices?
  - ☐ Are containers/skips clearly labelled to avoid confusion?
  - ☐ Are you complying with Duty of Care procedures, including providing transfer notes and checking the authorisation of registered carriers, registered exempt sites and licensed waste management facilities?
  - ☐ Has everyone who will be handling waste been told about the requirements of the SWMP?

- **Measuring and monitoring your waste**

  - ☐ Are you making regular checks on the SWMP and making sure that targets are being reached?
  - ☐ Are the agreed waste management procedures being checked and monitored on a regular basis?
  - ☐ Are reports on waste quantities and treatment/disposal routes and the cost incurred being regularly produced?
  - ☐ When construction is underway, are you making note of any problems that come up and recording them for your next plan?

- **After project completion, review and learn lessons for the future**

  - ☐ Have you completed a final report on the use of recycled and secondary materials, waste reduction, segregation, recovery and disposal, with costs and savings identified?
  - ☐ Have important waste management issues been taken into account for action at future projects?
  - ☐ Have you built the results into your business to help with competitive bidding that could help you win work next time?

Appendix C

European Waste Catalogue Codes for common types of construction waste:

EWC	Waste Description
15 01 01	Cardboard or paper packaging
15 01 02	Plastic packaging e.g. polythene sheeting
15 01 03	Wooden packaging e.g.' timber pallets
15 01 04	Metallic packaging e.g. drink cans, paint tins
15 01 10*	Packaging containing dangerous substances e.g. old paint & chemical tins
17 01 01	Concrete
17 01 02	Bricks
17 01 03	Tiles and Ceramics
17 01 06*	Concrete, bricks, tiles and ceramics containing dangerous substances
17 01 07	Non-hazardous mixtures of concrete, brick, tile and ceramics e.g. mixed rubble
17 02 01	Wood from construction or demolition e.g. timber trusses, supports, frames, doors
17 02 02	Glass from construction or demolition e.g.' window panes
17 02 03	Plastic from construction or demolition e.g. UPVC plastic off cuts
17 02 04*	Hazardous glass, plastic and wood e.g. telegraph poles
17 03 02	Bituminous mixtures that do not contain coal tar e.g. road planning's, tarmac
17 04 01	Copper, bronze, brass from construction or demolition e.g. used copper tube
17 04 02	Aluminium from construction or demolition e.g. off cuts, aluminium guttering
17 04 03	Lead from construction or demolition e.g. lead flashing
17 04 05	Iron and steel from construction or demolition e.g. steel scaffolding poles, iron
17 04 07	Mixed metals from construction or demolition
17 04 11	Cables that do not contain dangerous substances e.g. electrical cabling
17 05 03*	Soil and stones containing dangerous substances e.g. contaminated soil
17 05 04	Soil and stones that do not contain dangerous substances e.g. clean soil
17 06 01*	Insulation materials containing asbestos
17 06 04	Insulation waste that does not contain asbestos or other dangerous substances
17 06 05*	Construction materials containing asbestos e.g. bonded asbestos
17 08 02	Gypsum based construction materials that do not contain dangerous substances
17 09 03*	Other construction or demolition wastes containing dangerous substances e.g.
17 09 04	Other mixed construction or demolition waste that is not hazardous

***denotes hazardous wastes**

Appendix D

Examples of Hazardous Properties

Property	Description	Warning Symbol
Corrosive	Any Waste consisting of substances and preparations which may destroy living tissue on contact. For example, products with COSHH warning labels	
Explosive	Waste consisting of substances and preparations which may explode under the effect of flame, or are more sensitive to shock or friction that dinitrobenzene and represents products having the COSHH warning label opposite	
Flammable	Waste that consists of liquid substances and preparations having a flashpoint equal of greater that 21^{0}C and less than or equal to 55^{0}C	
Highly Flammable	Waste that consists of: – Liquid substances and preparations having a flashpoint below 21^{0}C – Substances and preparations which may become hot and finally catch fire in contact with air at ambient temperature – Solid substances and preparations which may readily catch fire after brief contact with a source of ignition and which continue to burn – Gaseous substances and preparations which are flammable in air at normal pressure – Any substance and preparation which, in contact with water of damp air evolve highly flammable gasses in dangerous quantities –	
Infectious (biohazard)	Waste that consists of substances containing viable micro-organisms of their toxins which are known or reliably believed to cause disease in humans or other living organisms	
Asbestos	Any waste consisting of substances that contain asbestos. Asbestos had many applications and was widely used in the construction industry. Examples of where asbestos was commonly used include ceiling tiles, pipe insulation and corrugated roof sheets.	
Carcinogen	Any waste consisting of substances that contain Carcinogenic substances. For example, coal tar products, used engine oil and certain arsenic salt.	
Oxidising	Waste that consists of substances and preparations which exhibit highly exothermic reactions when in contact with other substances, particularly flammable substances	

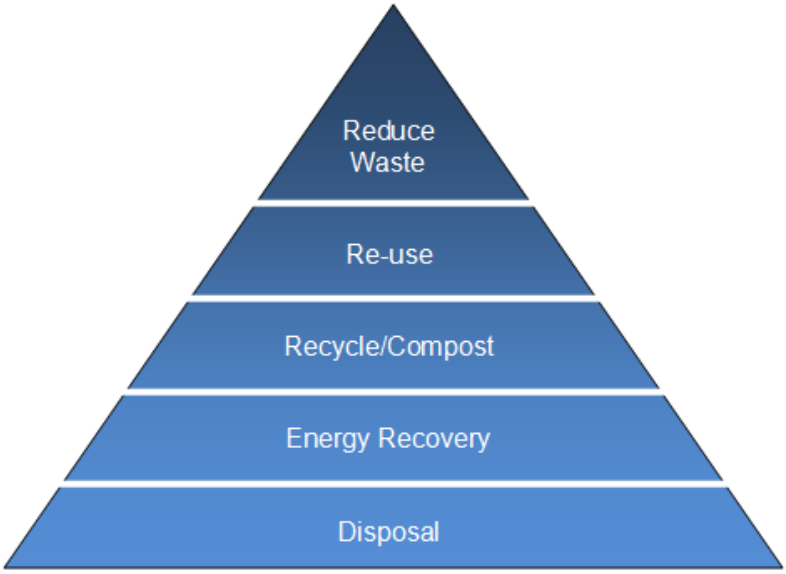
Appendix E

Waste Stream Colour Coding

National colour coding scheme for source segregation of recyclates.

Appendix F

Induction, Information and Training to ensure Site Waste management compliance

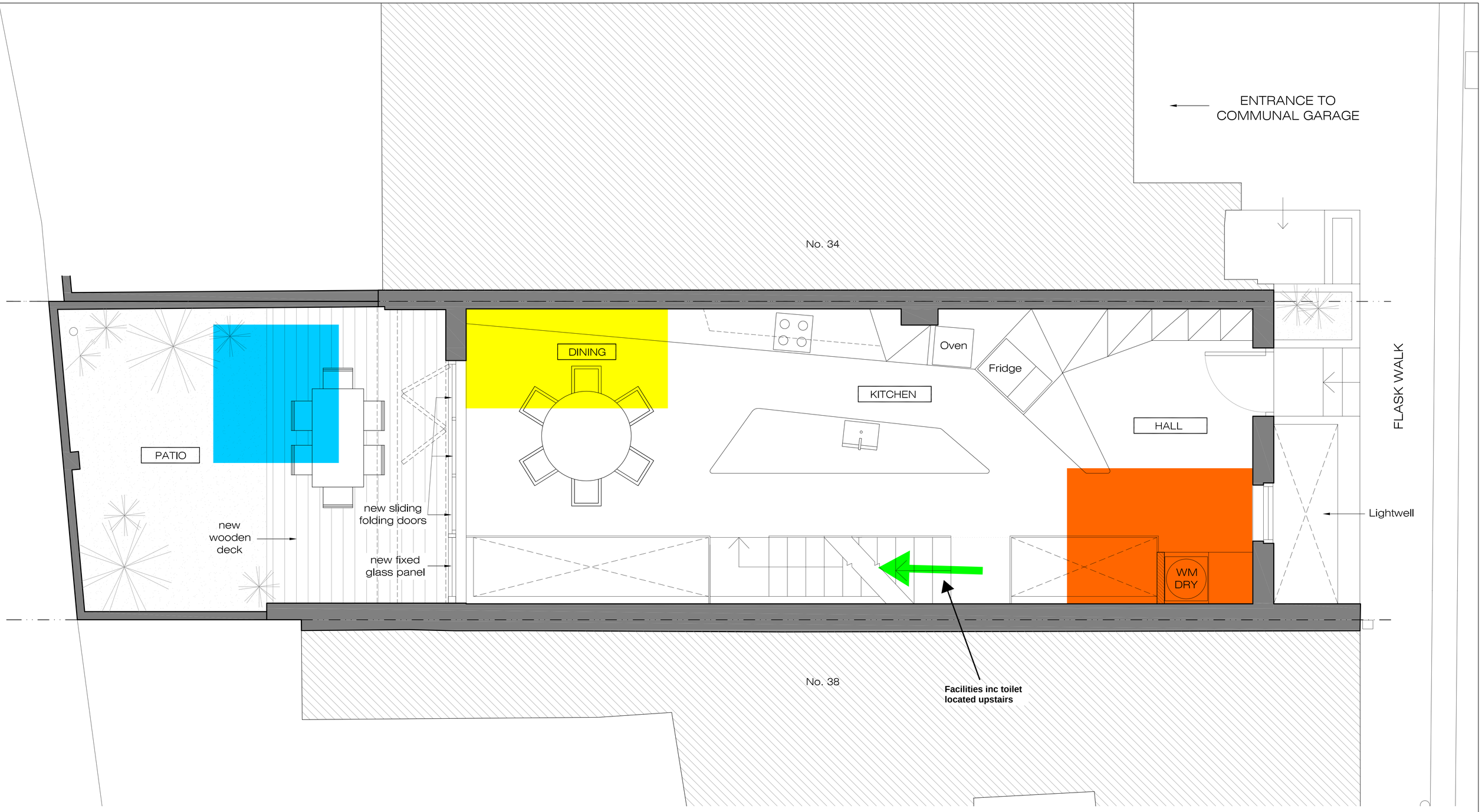


Recommended controls and actions to be undertaken by Site Manager

- Induction can be carried out alongside regular site induction required under CDM Regulations 2007.
- Induction to identify the need for responsible waste management
- Minimisation of waste production at site
- Explanation of re-use, recycle, recovery strategy
- Safe storage of waste
- Not mixing waste types
- Hazardous waste procedures
- Plan for waste segregation and colour coding as relevant
- The location of the SWMP and how it will be managed
- Paperwork requirements for Waste Transfer notes etc.
- The need to notify PC regarding and unexpected Wastes or changes to end disposal facilities
- An explanation and discussion of the waste expected from each contractor and how it will be handled
- Agreement for early notification of PC regarding any change in expected waste
- Location of any waste/environmental notice board
- Explanation of any return schemes in operation

Other update training or information should be planned and implemented as required e.g. where there are major changes on site or to site arrangements or where it has been a significant period since induction training or the PC identifies a need, e.g. contractors mixing waste

Appendix 5
Site Plan
General Layout



PROPOSED
Ground Floor Plan
SCALE 1/50@A3 PA-01

XUL ARCHITECTURE
Ground Floor Office
33 Belsize Lane
London NW3 5AS

Office: +44 (0) 207 431 9014
s.sandler@xularchitecture.co.uk
www.xularchitecture.co.uk

PLEASE NOTE:

1. ALL DIMENSIONS TO BE CHECKED ON SITE BEFORE FABRICATION.
2. CONTRACTOR TO REFER TO ENGINEERS DRAWINGS BEFORE PROCEEDING WITH WORKS.
3. ALL DRAWINGS AND DESIGNS ARE COVERED BY DESIGN RIGHT (INTELECTUAL PROPERTY), AND MAY NOT BE DISTRIBUTED, COPIED OR ISSUE WITHOUT WRITTEN PERMISSION OF THE ARCHITECT.
4. ALL DESIGN CONCEPTS ARE THE SOLE PROPERTY OF THE ARCHITECT AND NO ADAPTATIONS, REPRODUCTIONS OR COPIES MAY BE MADE WITHOUT WRITTEN PERMISSION OF THE ARCHITECT.
5. THESE DRAWINGS ARE SUBJECT TO ANY VARIATION REQUIRED OR RECOMMENDATION BY ANY STATUTORY AUTHORITY, OR FOR THE BETTER CARRYING OUT OF THE WORKS.
6. SAMPLES TO BE PROVIDED BY CONTRACTOR FOR THE ARCHITECT APPROVAL.
7. ALL FINISHES TO ARCHITECT SATISFACTION.
8. ALL DRAWINGS TO BE APPROVED BY THE ARCHITECT BEFORE CONSTRUCTION.

ADDITIONAL NOTES:

- MATERIAL STORAGE
- SITE OFFICE
- CANTEEN WITH KITCHEN
- FACILITIES INC TOILET

REVISIONS

No	Date	Description / Issue For	Issue By
00	04/08/14	PRE-PLANNING	GL
01	13/08/14	PRE-PLANNING	GL

Client
PRIVATE CLIENT

Project
36 Flask Walk
NW3 1HE

Title
PROPOSED
Ground Floor Plan

Scale	1/50@A3	Dwg. No.	Rev.
Date	13/08/14	PA-01	01
Drawn	GL	Project Number	14_18
Checked	SS		

Appendix 6
Hot Works Permit

Hot Work Permit

Job Location			Date & Time
Grinding or cutting	Soldering	Brazing	Welding

Have any applicable smoke detectors or heat sensors been isolated?					
Is firefighting equipment immediately available?					
Fire Blanket	CO2	Foam	Water	Powder	Hose
Has the immediate area been cleaned of all flammable substances?					

AUTHORISATION TO PROCEED

ACCEPTANCE by Tradesman	Amirilan Management Ltd
Signature	Signature
Name	Name
Date & Time	Date & Time

CANCELLATION OF PERMIT & HAND BACK TO Amirilan Management Ltd

The work area has been checked and is clear of hot or smouldering materials?	
Have fire sensing devises been reactivated?	
Signature	Signature
Name	Name
Date & Time	Date & Time

Appendix 7
Asbestos Report

Asbestos Management Survey

This Survey was carried out following the guidelines set out in the Health and Safety Executive Document **HSG264**

For

36 Flask Walk,
London,
NW3 1HE.

Date assessment completed: **28th January 2015**

Issue Date: **30th January 2015**

CONTENTS

1 Introduction

This report contains the findings of an asbestos Management survey carried out at 36 Flask Walk, London, NW3 1HE.

This relates to the all parts of the building that were accessible.

Fire Safety Assessments Ltd carried out the survey.

Bulk samples were analysed (If applicable) in accordance with Health and Safety Executive Analysts Guide HSG248 by PJL Laboratories Ltd, 23 Hill Crest, Knowle Park, Bristol BS4 2UN.

Samples were not taken, where there was an electrical hazard, or it was deemed that in taking a sample it would damage the critical integrity of the product, in these cases presumptions were made on the Asbestos content.

2 Survey Method

This Survey was carried out following the guidelines set out in the Health and Safety Executive Document **HSG264** as detailed below:

Management Survey.

A management survey is the standard survey. Its purpose is to locate, as far as reasonably practicable, the presence and extent of any suspect ACMs (Asbestos Content Material) in the building which could be damaged or disturbed during normal occupancy, including foreseeable maintenance and installation, and to assess their condition.

Management surveys will often involve minor intrusive work and some disturbance. The extent of intrusion will vary between premises and depend on what is reasonably practicable for individual properties, i.e. it will depend on factors such as the type of building, the nature of construction, accessibility etc. A management survey should include an assessment of the condition of the various ACMs and their ability to release fibres into the air if they are disturbed in some way. This material assessment will give a good initial guide to the priority for managing ACMs as it will identify the materials, which will most readily release airborne fibres if they are disturbed.

The survey will usually involve sampling and analysis to confirm the presence or absence of ACMs. However a management survey can also involve presuming the presence or absence of asbestos. A management survey can be completed using a combination of sampling ACMs and presuming ACMs or, indeed, just presuming.

Any materials presumed to contain asbestos must also have their condition assessed (i.e. a material assessment).

3 Survey Details

Property Details Property Details

Client	Vidhur Mehra
Job Reference	FSA/36FW/01/15
Building Description	Residential house
Address	36 Flask Walk, London, NW3 1HE.

Survey Overview

Survey Type	Asbestos Management Survey
Survey Description	All areas of a 3 story premises
Survey Purpose	Duty to Manage
Date/Time	28th January 2015 11:00hrs
Surveyor	S. Chadbon GIFireE MIFSM MIFPO

4 Summary of Results

Asbestos Content

The following table shows a breakdown of the Lab Results or presumptions for samples taken during this survey.

Asbestos Content	Quantity Found
Chrysotile (White)	1
Amosite (Brown)	0
Crocidolite (Blue)	0
Amosite/Chrysotile (Brown/White)	0
Crocidolite/Amosite (Blue/Brown)	0
Crocidolite/Chrysotile (Blue/White)	0
Crocidolite/Amosite/Chrysotile (Blue/Brown/White)	0
No Asbestos Detected	0

Presumptions

Samples were not taken where there was an electrical hazard, or it was deemed that in taking a sample it would damage the critical integrity of the product.
Following the guidelines set out in the Health & Safety Document HSG264, various materials may be **presumed** to contain asbestos, and if so these will be included in the Asbestos Register – 1 material(s) were presumed to contain asbestos

Fibre Release

The following table counts the number of asbestos containing items found by their potential Fibre Release.

Fibre Release	Quantity Found
None	0
Very Low	1
Low	0
Medium	0
High	0

5 Results and Analysis

Survey Address	36 Flask Walk, London, NW3 1HE
Building	Residential house
Location	Under stairs, electrics cupboard
Survey Ref	5115/101130
Sample Ref	5115/101130/01

Photo Details

Risk Matrix

Asbestos Type	Chrysotile (White)	Product/Use	Asbestos content paper / flash guards
Condition	Presumed good	Treatment	Monitor
Identified Risk	Very low	Action	D
Extent		As seen	
Accessibility		Sealed in electrics belonging to electricity supply company	

6 Asbestos Bulk Identification Report

Bulk samples were analysed (If applicable) by PJL Laboratories Ltd, 23 Hill Crest, Knowle Park, Bristol BS4 2UN. Their laboratory analysis report follows.

7 Asbestos register

Sample reference	Location	Asbestos content	Asbestos product	Material description	Condition	Recommendation
5115/101130/01	Under stairs electrics cupboard	Chrysotile (White)	Asbestos content paper / flash guards	Paper	Presumed Good	D

8 Recommendations

A **Management** survey does not allow for intrusive inspection to all areas, and therefore in non-accessible areas it was not practicable to inspect and sample. Caution should be taken when any future refurbishments are carried out in areas that were not inspected.

If at any time you are unsure of any materials that you encounter, please do not hesitate to contact us.

It is recommended that on receipt of this report, all asbestos materials (confirmed or presumed) in the register should be identified so that they can be managed according to the recommendations set out below.
All relevant personnel should be made aware of the location of the material to ensure it is not damaged or disturbed during refurbishment work or routine maintenance.
The register is only a record of the condition of the materials on the day they were inspected, and therefore must be re-inspected at regular intervals to determine if there has been any deterioration of condition. The register should then be updated accordingly.
Recommended actions as highlighted in the enclosed Asbestos Register, are on the previous page.

Action A
Asbestos containing materials in poor condition, not adequately surface treated and/or vulnerable to damage. This material requires immediate removal under *controlled conditions. The area containing this material must be cordoned off to prevent access to all personnel.

***Asbestos removal work must be carried out under the provisions of the Control of Asbestos Regulations 2006.**
Contact the Health and Safety Executive on 08701 545500 or www.hse.gov.uk/asbestos for more information.

Action B
Asbestos containing materials showing signs of deterioration and or damage. This material requires encapsulation with a suitable surface sealant, or area to be sealed off to prevent material being disturbed.

Action C
Asbestos containing materials may be showing some signs of deterioration or damage. This material is not posing a significant hazard to personnel at present, provided it remains undisturbed.

Action D
Asbestos containing materials in good or reasonable condition, adequately surface treated and requiring no attention unless disturbed or condition deteriorates.

N/A
No action required for non asbestos material.

Exclusion
Non accessed areas. This area should be surveyed prior to refurbishment or demolition.

- Voids – non-accessible.

Labelling
All materials identified on the Asbestos Register (actual or presumed) must be clearly labelled with an approved label, to prevent the accidental disturbance of the asbestos by maintenance personnel or sub-contractors.

Fire Safety Assessments LTD recommend that if asbestos removal is required, the client obtains quotations from more than one contractor.

9 Scope of Survey

Every effort has been made to identify all asbestos materials so far as was reasonably practical to do so within the scope of the survey and the attached report. Methods used to carry out the survey were agreed with the client prior to any works being commenced.
Survey techniques used involves trained and experienced surveyors using the combined approach with regard to visual examination and necessary bulk sampling. It is always possible after a survey that asbestos based materials of one sort or another may remain in the property or area covered by that survey, this could be due to various reasons.
Asbestos materials existing within areas not specifically covered by this report are therefore outside the scope of the survey.

Materials may be hidden or obscured by other items or cover finishes i.e. paint, over boarding, disguising etc. Where this is the case then its detection will be impaired.

Asbestos may well be hidden as part of the structure to a building and not visible until the structure is dismantled at a later date.

Debris from previous asbestos removal projects may well be present in some areas; general asbestos debris does not form part of this survey however all good intentions are made for its discovery.

Where an area has been previously stripped of asbestos i.e. plant rooms, ducts etc. and new coverings added, it must be pointed out that asbestos removal techniques have improved steadily over the years since its introduction. Most notably would be the Control of Asbestos at Work Regulations (2002) or other similar subsequent Regulations laying down certain enforceable guidelines. Asbestos removal prior to this regulation would not be of today's standard and therefore debris may be present below new coverings.

This survey will detail all areas accessed and all samples taken, where an area is not covered by this survey it will be due to No Access for one reason or another i.e. working operatives, sensitive location or just simply no access. It may have been necessary for the limits of the surveyor's authority to be confirmed prior to the survey.

Access for the survey may be restricted for many reasons beyond our control such as height, inconvenience to others, immovable obstacles or confined space. Where electrical equipment is present and presumed in the way of the survey no access will be attempted until proof of its safe state is given. Our operatives have a duty of care under the Health and Safety at Work act (1974) for both themselves and others.

In the building where asbestos has been located and it is clear that not all areas have been investigated, any material that is found to be suspicious and not detailed as part of the survey should be treated with caution and sampled accordingly.

Certain materials contain asbestos to varying degrees and some may be less densely contaminated at certain locations (Artex for example). Where this is the case the sample taken may not be representative of the whole product throughout.

Where a survey is carried out under the guidance of the owner of the property, or his representative, then the survey will be as per his instruction and guidance at that time.

Fire Safety Assessments Ltd cannot accept any liability for loss, injury, damage or penalty issues due to errors or omissions within this report.

Fire Safety Assessments Ltd cannot be held responsible for any damage caused as part of this survey carried out on your behalf. Due to the nature and necessity of sampling for asbestos some damage is unavoidable and will be limited to just that necessary for the taking of the sample

10 Exclusions

- Voids – non-accessible.

11 Fire Safety Assessments LTD contact details

www.firesafetyassessmentsltd.co.uk

E – mail – stephen@firesafetyassessmentsltd.co.uk

21 Buttercup Way, Norwich, NR5 9JQ.

Tel – 0800 1699930

Company Number – 7242348

Fire Risk Assessments - Asbestos Surveys - Fire Extinguishers
Fire Safety Signs & Equipment
Fire Fighting Training - Fire Safety Consultation & Advice