



spd

supplementary planning document

construction and demolition waste

*East Sussex County Council Waste Development Framework and
Brighton & Hove City Council Local Development Framework*



What is an SPD?

This planning brief constitutes a ‘supplementary planning document’. A Supplementary Planning Document (SPD) is one of the material considerations that can be taken into account when determining a planning application for development. It is intended to provide helpful guidance for a developer, consistent with the provisions of the Local Plan. It should be read in conjunction with the Structure Plan and Waste Local Plan for East Sussex and Brighton & Hove, and the Brighton & Hove Local Plan. It is intended that this SPD will form part of the Brighton & Hove Local Development Framework and the Waste Development Framework, which will be jointly prepared by East Sussex County Council and Brighton & Hove and is intended to elaborate upon policies in the Development Plan Documents of both authorities.

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SECTION I – INTRODUCTION

I. Target Audience

I.1 This SPD has been produced to provide those involved in construction and demolition, with practical ideas as to how waste can be reduced, re-used and recycled.

I.2 In particular this document is intended for use by the following groups:-

Architects and designers – who can ensure developments incorporate principles of sustainability and are therefore designed to facilitate effective techniques of construction and deconstruction for reuse and effective recycling;

Project Managers – who through effective management can ensure that reuse and recycling objectives set by the client are delivered;

Clients – who by specifying waste minimisation, reuse and recycling from the outset of a project, ensure that all those involved in the project adhere to good practice;

Contractors and sub contractors - who can enable during demolition, contracts to facilitate greater reuse and recycling of materials; and during construction can facilitate methods which deliver effective reuse and recycling of materials; and

Householders – intending to carry out their own demolition and construction projects.

This Supplementary Planning Document (SPD) applies to the following developments:

- All developments of **5 or more housing units or 500sq m** built development when a **Site Waste Management Plan** should be submitted
- Smaller developments which should submit a **Site Waste Minimisation Statement (SWMS)** see section 18 on page 21

2.0 Objectives of this Supplementary Planning Document

2.1 The objectives of this SPD are as follows:

- *To give detailed advice related to relevant Structure Plan and Waste Local Plan and Local Plan Policies;*

- *To offer practical guidance to developers and those involved in the development process to reduce, reuse and recycle construction and demolition waste;*
- *To reduce the quantities of construction and demolition waste being sent to landfill by encouraging recycling and waste minimisation;*
- *To influence design to achieve waste minimisation in the construction industry;*
- *To enhance the use of construction and demolition waste as a resource for construction and engineering;*
- *To improve awareness of sustainable construction techniques; and*
- *To provide guidance in construction and demolition waste management which helps improve economic efficiency in the relevant business sectors, encourages innovative new business development and enhances workforce training and skills.*

3.0 Background

- 3.1 Every year approximately 1.5 million tonnes of waste is generated in East Sussex and Brighton & Hove¹. In the past most of this waste has been sent to landfill for disposal. However, the number of holes in the ground that can be filled is diminishing and, put simply, we are running out of new space. We are also more aware of the environmental costs of dealing with waste in this way.
- 3.2 The Department of Trade and Industry² estimates that over 70 million tonnes of waste is produced nationally by the construction and demolition industry each year and that over 13 million tonnes of this construction and demolition waste is building material that is delivered to site but never used. In East Sussex and Brighton & Hove construction and demolition wastes (C&DW) amount to over half the total of all wastes produced.³
- 3.3 Construction and demolition waste is the generic term for a group of waste materials and can be defined in four ways:
- waste arising from total or partial demolition of buildings and/or civil infrastructure;
 - waste arising from total or partial construction of buildings and/or civil infrastructure;
 - soil, rocks and vegetation arising from land levelling, civil works and general foundations; and
 - road planings and material from highway maintenance.⁴

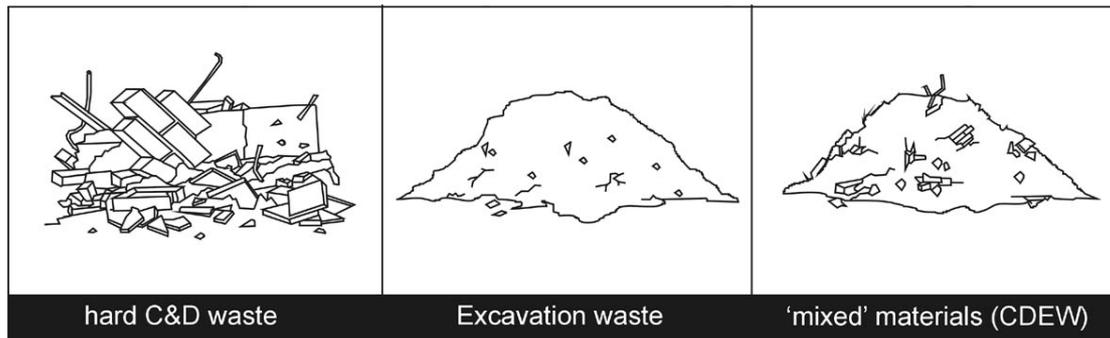
1 East Sussex County Council and Brighton & Hove City Council (2002) Waste Local Plan

2 Department of Trade and Industry (2004) Sustainable Construction Brief April 2004

3 East Sussex County Council and Brighton & Hove City Council (2002) Waste Local Plan

4 Symonds Consultancy et al 1999

3.4 The Office of the Deputy Prime Minister (ODPM) categorise construction and demolition excavation waste into three types (below)⁵: -



3.5 The core materials and components of Construction & Demolition Waste are:

- Asphalt, tar and tarred products (such as road planings and architectural features)
- Concrete, bricks, tiles, ceramics and gypsum
- Glass
- Insulation materials
- Metals (largely steel)
- Plastics (including protective packaging)
- Soil (often mixed with other materials)
- Green waste
- Wood (including tree and scrub clearance)
- Excavated materials such as clay, sand, gravel and rock

3.6 Much of this waste can be re-used or recycled⁶, as most of these materials are inert (non-reactive), however some C&D Waste becomes hazardous through exposure to the environment such as:

- Adhesives
- Asbestos materials
- CFC – refrigerants and foams

⁵ ODPM (2004) Survey of Arisings and Use of Construction, Demolition and Excavation Waste as Aggregate In England In 2003.

⁶ Re-used means that the product can be used again without needing to be modified. Recycled means that the product needs to be processed in some way before it can be used again.

- Emulsions
 - Resins
 - Solvent-based concrete additives
 - Treated timber⁷
- 3.7 Even though a large proportion of this waste is inert, it is unsightly, generates dust and can cause run-off pollution to water courses if left piled up on site and exposed to the elements. Gypsum for example (commonly used in construction) reacts in landfill sites and produces hydrogen sulphide gas as it decomposes.
- 3.8 Recent studies⁸ have demonstrated that the average amount of packaging wastes produced by just 25 construction sites per week was 5.27 tonnes and the key packaging waste products were timber pallets, cardboard and polythene film. Timber packaging waste was found to have the highest average tonnage per week followed by cardboard and paper packaging waste and plastic packaging waste.
- 3.9 The Environment Agency estimate that the true cost of construction waste management is around ten times the actual amount paid at the landfill site cost of disposal, when the following factors are taken into account:
- labour costs of handling waste
 - storing waste
 - purchase price of material thrown away, and
 - the loss of potential income from salvaged materials
- 3.10 Much of this waste is avoidable and reduces the profits of construction companies. Some estimates indicate that this waste is a large proportion of those profits, typically 25%. By reducing just 20% of this waste, it is estimated that 6 million tonnes of material could be diverted from landfill nationally, and would result in savings of approximately £60 million in premium rate disposal costs.⁹ There are therefore significant savings to be made from reducing waste.

7 www.wasteonline.org.uk

8 WRAP (2004) Establish Tonnages, and Cost Effectiveness of Collection, of Construction Site Packaging Waste

9 BRE (2003)

4.0 Landfill Tax Escalator

- 4.1 Introduced in 1999, the Landfill Tax Regulations aim to divert waste away from landfill by charging for the disposal of waste to landfill. Annual increases associated with the Landfill Tax mean that from April 2005 the cost of disposing of active waste to landfill will be charged at £18 per tonne rising to approximately £35 per tonne (minimum) over the next 10 years. A lower rate is paid for inactive wastes¹⁰, such as rocks, soils, minerals and concrete. Construction waste is subject to the lower rate of landfill tax, which currently stands at £2 per tonne. An additional levy for aggregates such as sand, gravel and crushed rock was introduced on 1 April 2002. However, aggregates that have been derived from previously used materials for construction are exempt from this charge.¹¹



- 4.2 Efficient use of materials at all stages in the construction process reduces the amount of waste generated and maximises the opportunities for greater re-use and recycling. Resource efficiency also helps to minimise the environmental impacts of construction - for example greater resource efficiency can lower the demand for virgin material and reduce the burden on landfill sites.¹² It is also widely acknowledged that when buildings are constructed, large quantities of materials are wasted and most of these are sent to landfill.¹³

10 As listed in the Landfill Tax (Qualifying Material) Order 1996 SI 1996 No 1528

11 Environment Agency (2005) Environmental Indicators – Construction and Demolition Waste

12 Environment Agency (2005) www.environment-agency.gov.uk

13 CIRIA (2004)

5.0 Monitoring

- 5.1 It is intended that an annual review of waste data and trends in waste management will be published to monitor the progress in meeting Waste Local Plan targets. This will determine the extent to which the Plan is achieving its objectives, and making progress towards meeting key targets.
- 5.2 It is intended that the following matters will be monitored:
- Waste management activities, and waste planning issues of relevance;
 - Waste arisings, disposals and throughputs of waste facilities;
 - Available capacity of waste treatment facilities for different types of waste;
 - Relevant planning permissions granted during the year; and
 - Progress towards achieving the Plan's targets, including an assessment of trends in permissions granted for waste management facilities that aim to potentially divert waste from disposal to land and promote recycling and treatment facilities for waste arisings.
- 5.3 The progress of this SPD is also directly informed through the above monitoring which will help determine the timing of any subsequent reviews, either of the whole or just part of the Waste Local Plan or SPD.

6.0 Planning Policy Framework

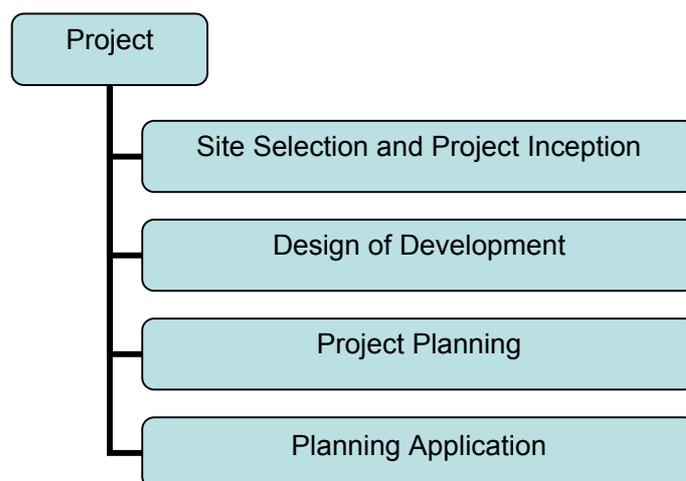
- 6.1 This Supplementary Planning Document (SPD) has been prepared within the context of national, regional and local planning guidance and policy (details of relevant national and regional guidance are set out in **Appendix 1**).
- 6.2 The SPD is pursuant to policies of the East Sussex and Brighton & Hove Structure Plan, the East Sussex and Brighton & Hove Waste Local Plan and the Brighton & Hove Local Plan please refer to **Appendix 2**, which details the relevant planning policies.
- 6.3 The SPD has been prepared in accordance with the Town and Country Planning (Local Development (England) Regulations) 2004, Planning Policy Statement 12 (PPS12: Local Development Frameworks) and Creating Local Development Frameworks (ODPM, 2004) and Sustainability Appraisals for Regional Spatial Strategies and Local Development Frameworks.
- 6.4 It is intended that the SPD will be linked to a future Development Plan Document (DPD) and form part of the Brighton & Hove Local Development Framework (LDF). It is also intended that the SPD will form part of the Waste Development Framework (WDF) that East Sussex County Council and Brighton & Hove City Council will be producing.
- 6.5 This SPD has been published with an accompanying Sustainability Appraisal, which has influenced its development. Full details are included in the Consultation Draft Sustainability Appraisal Report (May 2005) this can be downloaded from the Waste Local Plan website at:
<http://www.brighton-hove.gov.uk/site01.cfm?request=a800>
alternatively copies can be requested by telephoning (01273) 481846.

SECTION II – PRACTICE GUIDANCE

There is much literature published relating to the principles of reuse and recycling during construction and demolition projects. Therefore to avoid repetition, only key suggestions have been incorporated and where appropriate, links and references are provided in **Section III** and **Annex 4** of this document.

7.0 Project Stages

7.1 This section provides guidance on what factors should be considered during the various project stages of a development.



8.0 Site Selection and Project Inception

8.1 Most construction and demolition waste need not have been produced in the first place as, with a little thought developments could be designed to incorporate existing buildings and features without the need for demolition or excavation. Some of the material could be re-used on the development site for landscaping bunds, base material for roadways etc., and as second-hand materials for new buildings. Most of the remaining unavoidable waste can be transported off-site for re-use and recycling elsewhere.

8.2 Waste minimisation starts at the earliest stage of development (project inception), when the site is being chosen and purchased. Factors such as the site topography, soil type and the potential level of contamination will affect

the amount of soil which will need to be removed from the site or at least relocated within the site. The following factors should be kept in mind:

- hilly sites often require large amounts of excavation to make flat areas for buildings, and to make those buildings accessible.
- soil types can also affect the amount of excavation required for secure foundations.
- land affected by contamination needs to be assessed with respect to harm to human health and protection of controlled waters¹⁴. Contaminated soils may need to be removed although remediation techniques can be utilised on site to reduce the risk posed to the environment. Contact the Environmental Health team at the relevant local planning authority for details of their Contaminated Land Strategy.
- whilst the cost implications of such works may well already be considered by developers at the site selection stage, they may not have previously considered the waste production implications.

9.0 Design of Development

9.1 Once the site has been chosen the next stage is usually to consider the design of the development. The following questions should be considered:

- are there any existing buildings or hard surfaces on the site which could be re-used?
- could the buildings be re-used in-situ?
- could the waste materials be re-used elsewhere on the development?
- can any excavated soil be re-used on the site, or if not, on another site nearby?
- can the development be designed so that the following materials can be used (in order of preference): second-hand materials (such as second-hand tiles); recycled materials (such as reconstituted slate); renewable materials (such as wood from sustainable sources); or local materials?

14 Under Part IIA of the 1990 Environmental Protection Act controlled waters are defined as "territorial waters which extend seawards for three miles, coastal waters, inland freshwaters, that is to say, the waters in any relevant lake or pond or of so much of any relevant river or watercourse as is above the freshwater limit, and ground waters, that is to say, any waters contained in underground strata"

- can the correct quantity of materials to be acquired be more accurately assessed thereby minimising potential wastage?
- can the development layout incorporate recycling facilities for future users of the site – such as collection facilities for glass, paper etc., and compost bins for green waste?
- do the materials used for construction have low life cycle impact, with low embodied energy and low carbon input?
- has sufficient storage been organized for materials such as oil, chemicals, cleaning materials and paint all which have serious potential for pollution?

10 Project Planning

10.1 Due to time constraints, development projects are often engineered and project planned even before the planning application is submitted. With this in mind, developers are requested to keep the following factors in mind:

- segregation systems for timber packaging are likely to be beneficial right from the beginning of the build programme for both new build and refurbishment developments: standard sized pallets should be returned or collected by specialist collectors;¹⁵
- allocate space on site for the storage of waste materials where you may be able to use them later in the construction period, or stock pile them until there is a full lorry-load for recycling;
- could the development design be modified to reduce the amount of waste? For example the amount of gypsum based products used can be reduced by changing specifications from double-skin plasterboard to single-skin plasterboard. Is it possible to specify a pre-sealed product? This eliminates skimming and reduces the amount of paint used;
- have dedicated material recycling skips on site. For example have a dedicated plasterboard skip that could transport materials directly back to the manufacturer for re-use;



Further information on these materials can be found on the following link:
<http://www.constructingexcellence.org.uk/uksweden/bestpractice.jsp?level=0>
The Annex to this SPD provides more information on Constructing Excellence
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- for polythene film, a segregation system can be put in place for new build developments from 20% completion and at 40% completion for refurbishment projects. Polythene film waste could be supplied direct to reprocessors during the latter stages of a build programme, as higher tonnages are available;
 - for cardboard, a segregation system is recommended at 40% project completion for new build sites and 50% project completion for refurbishment sites;
 - a 'milk round' of cardboard and plastic waste collection from sites in close proximity are an option when sites are producing lower tonnages, usually earlier on in the build programme;
 - separate 'soft' and 'hard' materials on site to ensure materials do not become mixed;
 - if there is a land contamination risk, investigate with Environmental Health Officers whether the soil/material can be remediated on site and then re-used in the development, and allocate space in the construction site for storage of any equipment necessary;
 - incorporate plans which detail how water use and run-off will be minimised during construction and mitigate against pollution, for example rain water from the site and grey water from construction processes can be stored in a tank on site for general use e.g. wheel washing; and
 - sites should also be designed to reduce waste throughout the entire lifetime of the building, not just during the construction and demolition stages.
- 10.2 **Annex 1B** lists some of the contractors who may be able to take waste away and recycle it. Unwanted furniture and fixtures often become waste through refurbishment and demolition, some charities will collect and redistribute items for reuse, and there are also companies which specialise in architectural salvage who will remove items such as antique fireplaces, wooden beams, floorboards and 1950's sanitary ware for example. **Annex 2** provides a list of Recycled Building Materials and Architectural Salvage Companies.
- 10.3 The Construction Industry Research and Information Association (CIRIA)¹⁷ note that through the use of appropriate clauses in construction contracts it is possible to encourage constructors to adopt good practice in waste management thereby reducing the real cost of waste disposal. Make sure that any contracts awarded to other companies for carrying out work on the site include provisions for waste minimisation. **Appendix 3** contains extracts from a demolition contract tender that Brighton & Hove City Council officers produced for the development of a sustainable business centre, in east

17 CIRIA (1999) Waste Minimisation and Recycling in Construction – Board Room Handbook SP135

Brighton. The development will comprise 20,900 square feet (1,942 square metres) of new light industrial space and provide opportunity for up to 90 jobs and 30 businesses. The tender and procurement process has been cited by the Building Research Establishment (BRE) as an exemplar of best practice.

11 Pollution Minimisation

- 11.1 It is recommended that during the demolition and construction phase that all possible pollution is minimised.
- 11.2 Pollution from construction sites can take many forms that may escape the notice of the relevant authorities, but can still damage the local environment. Oil and fuel spillages, fly-tipping, and mud/silt from sites or lorry wheels are perhaps the most common causes of pollution from construction.
- 11.3 In the most extreme cases contractors could find themselves being prosecuted by the Environment Agency for breaches of the Environment Act (1995) and, if found guilty, fined. Advice can be found on the Environment Agency website: <http://www.environment-agency.gov.uk> follow the links to construction and developers.

The Environment Agency can be contacted on 08708 506 506. Ask for the local Planning Officer if you require further information.

Advice can also be found at the following link: <http://www.netregs.gov.uk/>. The site provides guidance on how to comply with environmental law as well as advice on good environmental practice.

- 11.4 Best Practice examples can be found at the following link: www.constructingexcellence.org.uk see **Annex 3** – Useful Contact References for further details.

12 Case Studies

- 12.1 The Building Research Establishment (BRE) has documented a number of national case studies relating to on site waste minimisation and management. It is intended to provide further case studies and other examples of good practice locally.

13 Materials Recycling – Opportunities during Deconstruction and Construction

13.1 Much information has been produced relating to construction and demolition waste materials reuse and recycling. The aim of this guidance is not to replicate the information but to provide a brief overview and indicate where further detail can be found.

13.2 CIRIA (www.ciria.org.uk) has produced a ‘Reclaimed and Recycled Construction Materials Handbook’¹⁸, which sets out practical advice for dealing with specific materials. The following section presents brief extracts from this guidance.

13.3 More recent guidance from CIRIA¹⁹ addresses the opportunities (primarily at the design stage of a project) to maximise the reuse of components and recycling of materials when a building is wholly or partially deconstructed or demolished. The guidance is aimed at designers, specifiers and their clients and considers various design approaches to facilitate deconstruction and how best to consider the lifecycle of building elements, components and equipment.

13.4 Architectural Components

CIRIA recommend that architectural components should only be used for reclamation purposes (either used on site or sold to a reclamation dealer). Section III of this document provides details of web based waste resource sharing schemes where it is possible to identify supply sources. Annex 2 provides a list of recycled building materials and architectural salvage companies.



13.5 Bricks and Blocks

- Bricks can be reclaimed and reused in new brickwork
- Bricks and blocks can be crushed and used as a construction material
- Bricks and blocks can contain recycled material such as wastes in their manufacture

13.6 Demolition Rubble

Includes old concrete (foundations, slabs, columns, floors etc), bricks, masonry, wood and a number of materials such as dry wall, glass, insulation,

18 CIRIA (1999) The Reclaimed and Recycled Construction Materials Handbook

19 CIRIA (2004) Principles of Design For Deconstruction to Facilitate Reuse and Recycling

roofing, wire, pipe, rock and soil. As noted earlier in the SPD introduction, this waste makes up a high proportion of the C&D waste stream and should be diverted from landfill whenever possible.

To produce quality recycled aggregate from demolition waste it is essential to separate the different materials from the debris to avoid contamination. Jaw crushers are generally used to reduce concrete and masonry to aggregate size.

Crushing for transport-type demolition is classed as Part B industrial process (under the Environmental Protection Act 1990 Prescribed Processes and Substances Regulations.²⁰ For a fixed site, planning permission is required for a 'Waste Transfer Station' and a Certificate of Technical Competence must be held by the person responsible for the site.

- 13.7 For further information on whether a license is to be obtained or registration of exemption, advice should be sought from the Environment Agency.

Once the rubble has been processed (crushed, sieved and decontaminated) it may be suitable for the following applications: general bulk fill projects, base or fill in drainage, material for road construction or new concrete manufacture, depending on the resultant specification.

13.8 **Non-ferrous Metals**

Aluminium, copper, zinc and lead are all valuable recyclable materials used in construction. The following components may be reclaimed or recycled for each metal:

Aluminium: structural columns and beams, coverings, fascias, cladding, roofing, siding, guttering, windows and doors (including frames)

Copper: roof coverings, piping, cladding, ironmongery, and especially building services (such as air conditioning systems, heating and electrical equipment)

Lead: flashing, counterweights, roofing, pipes and cable sheathing

Zinc: galvanised steel strip, roofing, cladding, ducting, internal services (air conditioning etc)

13.9 **Road Pavement Materials**

Existing road building materials may be recycled, predominantly as a maintenance technique, using a series of specifically developed in-situ and off-site recycling techniques

²⁰ Authorisations for the operation of crushing plant are granted by Local Authority Environmental Health Officers.

13.10 Roofing Tiles

- roofing materials can be made from a wide range of materials including concrete, clay and slate
- old tiles (present in demolition rubble) can be recycled via crushing and reused during construction
- old tiles can be reclaimed and utilised in new construction and maintenance projects (such as conservation work)
- roofing tiles are now produced incorporating recycled plastic and slate waste

13.11 Topsoil

- can be reclaimed and reused in construction for landscaping²¹
- can be used as a medium for compost

13.12 Green Waste

- can be composted
- shrub can be shredded & used as mulch or composted

14 Waste Resource Sharing Schemes

14.1 Several schemes exist which provide a means for exchanging information on various waste resources for contractors and developers. The aim of these schemes is to create a match between suppliers and end users of waste products. Developers looking for fill and other materials can access the website database to see if any of the materials match their requirements. Please refer to **Annex 4** for further information.



15 Duty of Care

15.1 Duty of care applies to anyone who is the holder of controlled waste. This includes anyone who produces, imports, keeps/stores, transports, treats or disposes of waste. Anyone subject to duty of care must identify and describe

²¹ Topsoil can be sourced from most areas of undisturbed land, but check with the local planning authority before commencing any works, as planning permission may be required for its removal.

the kind of waste it is. The European Waste Catalogue (EWC) is a publication available from the Environment Agency website www.environment-agency.gov.uk which lists waste descriptions in a hierarchy and identifies different types of hazardous wastes.

- 15.2 The duty of care is a provision whereby the holder must take all reasonable steps to keep waste safe and secure, that it does not escape from their control; is prevented from causing pollution or harming anyone; and to ensure there is no unauthorised deposit, treatment, keeping or disposal of controlled wastes. If this waste is to be transported it must be undertaken by someone who is authorised to take it and has the capability to transport, recycle or dispose of it safely.

The Duty of Care – A Code of Practice publication is available from www.defra.gov.uk/environment/waste/management/doc/pdf



16 Hazardous Waste

- 16.1 Hazardous waste, for example paint, glues and bitumen must be identified and segregated. For guidance on what constitutes hazardous waste, reference should be made to the Environment Agency and the 'European Waste Catalogue'.

See also **Annex IB Construction Waste Management Operators** in East Sussex and Brighton and Hove

SECTION III – THE PLANNING APPLICATION

17 The Planning Application

- 17.1 The achievement of sustainable development is a major objective of the planning system. The reduction, reuse and recycling of construction and demolition waste arisings therefore is essential towards achieving sustainable development.

18 What supporting information will be required?

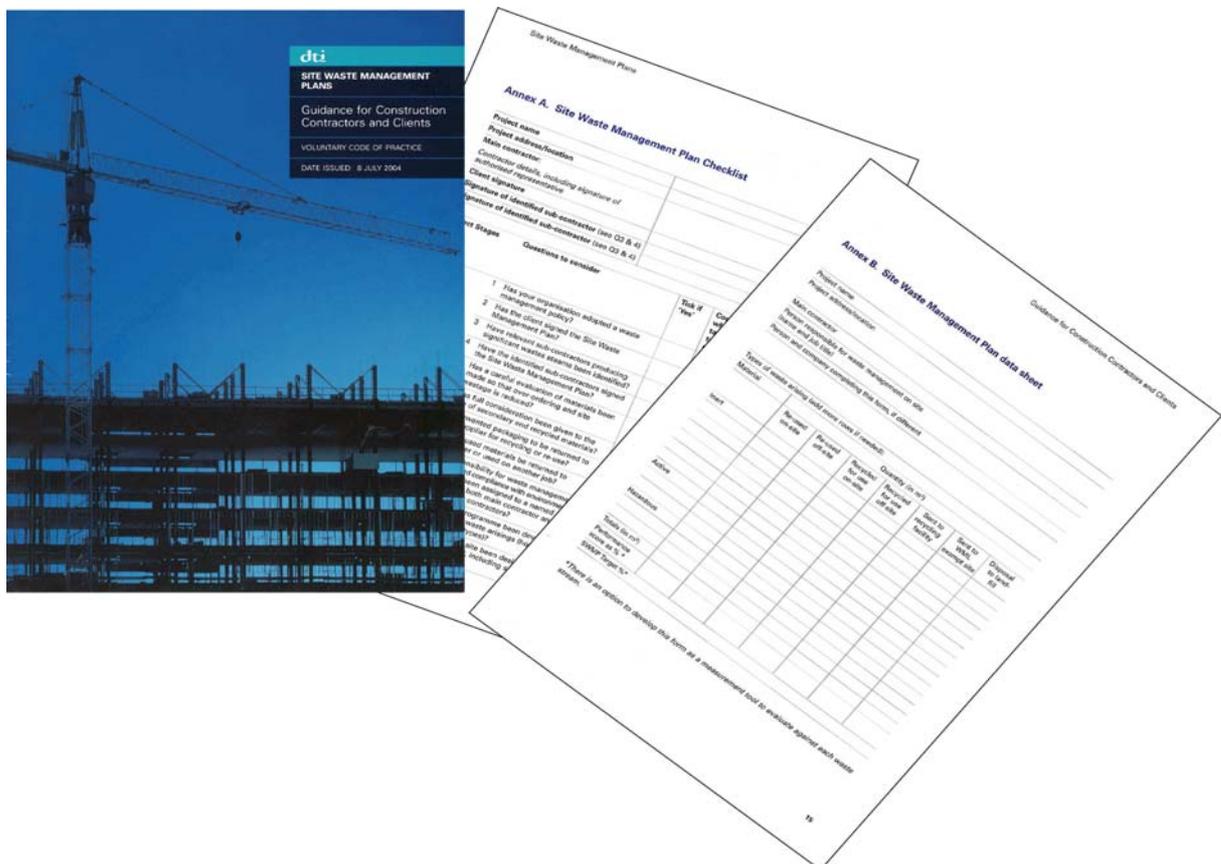
- 18.1 It is intended that all County Council and County Matter applications and all developments in Brighton & Hove over **5 units (housing) or 500sq m** built development area (for offices/industrial/business/retail) should submit a **Site Waste Management Plan (SWMP)** to the relevant planning authority (see below) in conjunction with the planning application.
- 18.2 Smaller developments should have due regard to the principles contained within this SPD and produce as best practice a **Waste Minimisation Statement** as supporting information to a planning application which should demonstrate how the elements of sustainable waste management have been incorporated into the scheme.

19 How will schemes be assessed?

- 19.1 In assessing development proposals the criteria set out in Section II of this SPD will be used to determine the degree to which a scheme takes into account sustainable waste management practices.
- 19.2 The results of this assessment may then be reported back to the appropriate Planning Committee. It is important to note that the SWMP is only an indicative assessment of sustainable waste management as a tool for applicants to meet the requirements of Structure Plan Policy W10, Waste Local Plan Policy WLP11, and the Brighton & Hove Local Plan Policy SUI3. It should be noted however that all proposals submitting a SWMP will be subject to an independent assessment by the relevant local planning authority. By applying the criteria in Section II (Practice Guidance) officers and developers will be able to identify those areas where sustainable waste management has been incorporated into the scheme.

20 Site Waste Management Plans (SWMPs)

- 20.1 In July 2004 the Department of Trade and Industry (DTI) published a voluntary code of practice for construction contractors and clients outlining how to formulate Site Waste Management Plans (SWMPs).
- 20.2 The aim of the SWMP is to show how the amount of potential waste arisings will be reduced from the project.



To download a copy of the DTI code of practice go to:
http://www.dti.gov.uk/construction/sustain/site_waste_management.pdf
 To download the SWMP checklist go to:
<http://www.dti.gov.uk/construction/sustain/SWMPchecklist.doc>
 To download the SWMP data sheet go to:
<http://www.dti.gov.uk/construction/sustain/SWMPdatasheet.doc>

The checklist and data sheets are in word format.

21 Waste Minimisation Statement

- 21.1 Table 1 below outlines a series of waste issues and options that should be used help inform the production of a waste minimisation statement for smaller sized developments not meeting the thresholds specified in paragraph 18.1 above.

Table 1: Waste Issues and Options to Include in a Waste Minimisation Statement	
Waste Issue	Options
Existing tarmac path	<ol style="list-style-type: none"> 1) Use in situ; or 2) Dig up and re-use material on site; or 3) Dig up and dispose of material to recycling contractor; or 4) Dig up and dispose of to landfill site.
Excavation of footings	<ol style="list-style-type: none"> 1) Re-use soil on site; or 2) Dispose of soil to recycling contractor; or 3) Dispose of soil to landfill site.
Building materials	<ol style="list-style-type: none"> 1) Use second-hand materials; or 2) Use recycled materials (including recycled aggregates); or 3) Use renewable materials; or 4) Use local raw or new materials; or 5) Use non-local raw or new materials.
Landscaping materials	<ol style="list-style-type: none"> 1) Use bark mulch for planting areas and peat free planting composts from local recycling centres 2) Use non-local recycled mulch
Storage	<ol style="list-style-type: none"> 1) Bundle or tie waste if not held in a receptacle so it does not get blown away. 2) Wastes such as liquid solvent wastes especially require a container /receptacle to ensure they do not leak or escape

The following bullet points indicate what else could be included in the waste minimisation statement. It is not intended to be an exhaustive list.

- have you considered the option of adapting and rehabilitating existing buildings as opposed to new build
- have you analysed the potential for on-site re-use and recycling of demolition and construction waste?
- have you sought to minimise the amount of waste generated during construction and decommissioning of the development?
- have you sought to minimise the quantities of new materials being used? For example, reducing the amount of waste generated by minimising the requirement for over-ordering through good site management (tidiness and security)
- have you considered reusing materials from the demolition of existing buildings on the site? Buildings can be designed to be adaptable so that fixtures and fittings can be re-used when a change of use occurs or when tenants change.
- have you considered using recycled materials?
- have you selected demolition waste for foundations, access roads and paths?
- have you made provision for storing and recycling waste materials?
- have you provided easy access to waste storage areas?
- how have you sought to minimise construction waste?
- have you designed to sizes that correspond to standard dimensions for sheet materials and modules of components?
- have you ensured that materials will not be transported greater distances to the site than is absolutely necessary?
- have you instructed contractors to obtain materials such as timber and stone from local sources wherever possible?
- have you instructed contractors to use local suppliers wherever practicable?

SECTION IV CONCLUSION

- 22.1 This SPD is intended to give practical advice to achieve higher standards of sustainable construction. The Councils will monitor progress on sustainable construction in East Sussex and Brighton & Hove and may further update the guidance given to take into account any legislative changes in the future.

Appendix I: National and Regional Planning Guidance

Central Government Advice

National policy on waste is contained in several documents including 'Waste Strategy 2000' published in May 2000. This document proposes changes in the way we manage waste by reducing the amount produced, re-using, recycling and composting waste, and recovering energy where possible. To achieve this vision 'Waste Strategy 2000' establishes a number of targets to be met by Waste Planning Authorities. The Government has recently published for consultation an update of Waste Strategy 2000.

Planning Policy Statement 10 – Planning for Sustainable Waste Management

Planning Policy Statement 10: Planning for Sustainable Waste Management was published in July 2005 and replaces PPG10. The overall objective of PPS 10, is to protect human health and the environment by producing less waste and by using it as a resource wherever possible. PPS 10 advocates that through more sustainable waste management, that is by moving the management of waste up the 'waste hierarchy' of reduction, reuse, recycling and composting; by using waste as a source of energy and only disposing of it as a last resort; the intention is to break the link between economic growth and the environmental impact of waste. This will mean a significant in the way waste is considered as a resource, how it is handled and new investment in waste management facilities.

A Companion Guide will give further advice.

Regional Planning Guidance

The regional planning policy framework is set by Regional Planning Guidance (RPG9) published March 2001, and covers the period up to 2016. It provides a spatial framework for other strategies and development programmes.

The RPG advocates regional self-sufficiency in terms of waste management. Policies state that waste planning authorities should aim to make provision for a sufficient range and number of facilities for the re-use, recovery and disposal of waste within their areas. The RPG is now characterised as Regional Spatial Strategy.

Regional Waste Management Strategy (RWMS)

The Regional Waste Management Strategy has been prepared as an alteration to the RPG. The draft Strategy sets out a regional planning framework covering the period

to 2016 and beyond. The Strategy sets out 20 policies for the Region, with the overall objective being to promote more sustainable resource management through reducing waste generation, and increasing the proportion of all waste that is recycled, composted and recovered and minimising the proportion that is landfilled.

Policy W2 states:

“Local Development Documents will require development design, construction and demolition which minimize waste production and associated impacts through:

- the re-use of construction and demolition materials, and
- the promotion of layouts and design that provide adequate space to facilitate storage, re-use, recycling and composting.

In particular, development in the region’s strategic growth areas should demonstrate and employ best practice in design and construction for waste minimisation and recycling.

The RWMS is now progressing as an alteration to Regional Spatial Strategy and proposed modifications to the Strategy have been published by Government.”

The South East Plan

The South East England Regional Assembly is currently preparing a full replacement of the Regional Planning Guidance. Currently the draft policies in the RWMS are being utilised as part of the South East Plan.

The work in the South East Plan is based on the Integrated Regional Framework. Other relevant strategies include:

- Regional Planning Guidance 9
- Regional Transport Strategy
- Strategy for Energy Efficiency and Renewable Energy
- Regional Spatial Strategy for Tourism
- Regional Minerals Strategy
- Regional Waste Management Strategy
- Sustainable Communities in the South East

It should be noted that this SPD will have links to other supplementary planning documents and supplementary planning guidance (SPG) which deals specifically with sustainable construction and development. These include SPGBH21 ‘Brighton & Hove Sustainability Checklist’; SPGBH16 ‘Energy Efficiency and Renewable Energy’ and the emerging Brighton & Hove supplementary planning document (SPD) ‘Developer Contributions’.

Appendix 2: Development Plan Policies

Structure Plan

The East Sussex and Brighton & Hove Structure Plan (adopted December 1999) provides the strategic planning policy framework for development of more detailed policy and the local plans, including the Waste Local Plan and together they provide the policy guidance against which planning decisions are taken. The overall aim of the Structure Plan is to set a more environmentally sustainable context for meeting the needs of future development and change.

Policy W10 of the Structure Plan states:

“A reduction in the amount of construction industry waste arising in the plan area will be encouraged as follows:

- a) through development control policies in local plans which seek to:
 - (i) reduce waste arising from new building projects; and
 - (ii) limit the need for demolition by maximising the re-use of existing buildings;
- b) through the preparation of appropriate guidance on the minimisation of waste for developers and the construction industry; and
- c) by changes to the design of new development and the adoption of construction practices which minimise the use of raw materials and encourage the use of recycled waste, if possible on-site.”

The Structure Plan is currently ‘saved’ until 2007 or the South East Plan is approved.

Local Plan Policy

The following Local Plans will form part of the Waste Development Framework and Local Development Frameworks and currently form part of the adopted Development Plan.

Waste Local Plan

The Waste Local Plan was the subject of a Public Inquiry into objections and the Inspector’s Report was published in June 2004. The Councils published their response to the Inspector’s Report in February 2005. Brighton & Hove City Council moved to adopt the Waste Local Plan on 24th November 2005 and East Sussex County moved to adopt the Waste Local Plan on 6th December 2005. The Waste Local Plan has been adopted.

Policy WLP11 states:

“All development proposals shall have regard to the need to minimise, re-use and recycle waste generated during the demolition and/or construction phase, and shall demonstrate that:

- a) the development maximises the re-use of existing buildings and new buildings are designed and constructed so as to maximise the lifespan of the development; and
- b) the development incorporates construction practices which minimise the use of raw materials and maximise the use of secondary aggregates and recycled materials where practicable; and
- c) waste material generated by the proposal is minimised and re-used or recycled where appropriate on site (for example in landscaping proposals) or removed from the site to facilities which can re-use or recycle the materials; and
- d) where appropriate, the development includes the provision of temporary facilities on or adjacent to the site during the demolition / construction phase to sort the waste produced in order to minimise the amount of waste that will need to be removed from the site for final treatment or disposal.”

Policy WLP12 states:

“All development proposals employing, or attracting or accommodating a large number of people shall have regard to the extent to which the proposals include as an integral part of the development:

- a) facilities for the recycling /composting of waste; and/or
- b) facilities within individual or groups of properties or premises for the source separation and storage of waste for collection or on site reuse or composting.”

Brighton & Hove Local Plan

The Brighton & Hove Local Plan was adopted in July 2005.

Policy SUI3 states that applications for development in Brighton & Hove should show regard for the minimisation of waste. This policy represents an opportunity for the Council to intervene at an early stage to seek a reduction in the amount of Construction and Demolition waste produced.

To address the Local Plan inspector's concerns about the enforcement of the policy and to acknowledge regional guidance and structure plan policies seeking to minimise waste, the policy has been retained and reworded as set out below:

SUI3 Minimisation and re-use of construction industry waste

"Planning permission will be granted for developments which reduce the amount of construction waste, which are otherwise in accordance with the other policies of the development plan. Development proposals should show that regard has been given to the minimisation and reuse of construction waste by:

- a. site selection and the design of the development which minimises the need for excavation;
- b. maximising the re-use of buildings and promoting standards of design and construction which increase the life-span of the development;
- c. utilising construction methods which minimise the use of raw materials and maximise the use of secondary aggregates, recyclable and
- d. incorporating waste material into the design of the development.

Where site conditions permit and no adverse impacts on amenity will be created, applicants will be expected to provide temporary on site facilities for the recovery, separation and processing of the development's construction industry waste.

As part of the planning application, the planning authority wishes to see a detailed waste management statement included, that outlines how the above points have been met. The report should show how the amount of potential waste arisings will be reduced and managed during the development project.

Planning permission will not be granted for developments which cannot demonstrate that the minimisation and reuse of construction industry waste has been sought in an effective manner."

Eastbourne Borough Plan 2001-2011

The Borough Plan was formally adopted by Eastbourne Borough Council in September 2003 and establishes Eastbourne's planning policy for the next 10 years. The chapter on **Natural Environment** aims to promote, implement sustainability, reduce waste and develop promote recycling and energy conservation and promote and enhance the natural environment. The following policies apply to this SPD:

Policy NE5: Minimisation of Construction Industry Waste

"Planning permission will only be granted for developments which minimise construction industry waste arising from new developments or the redevelopment of existing sites. Developers should satisfactorily demonstrate that:

- a) consideration has been given to the re-use of existing buildings;
- b) sites are selected and schemes designed to minimise the amount of excavation required;
- c) appropriate construction wastes have been incorporated into landscaping schemes;
- d) recycled construction materials are used wherever possible;
- e) on-site facilities for sorting waste arising from the construction will be provided; and
- f) arrangements have been made for the disposal for re-use of interesting and traditional features and materials salvaged from buildings where re-use has proven to be uneconomic (see bullet point (a))."

Policy NE7: Waste Minimisation Measures in Residential Development

"Planning applications for residential development will be required to demonstrate appropriate waste minimisation measures."

Hastings Local Plan

The new Hastings Local Plan, adopted April 2004, is the statutory local plan for Hastings Borough. The Local Plan sets out a framework of policies to guide and encourage development in Hastings Borough up to the year 2011, whilst safeguarding and enhancing the environment.

The Plan has two main functions:-

- i. to set out the Council's policies for the control of development in the Borough;
- ii. to make proposals for the development and use of land, and to allocate land for specific purposes.

Policy DGI Development Form

“In determining planning applications, the Council will have regard to the following considerations:-

- (g) Sufficient information to ensure full assessment of the likely effects of the proposal.”

Wealden Local Plan Review – Revised Draft (Non-Statutory Plan)

The Wealden District Council are reviewing the current Plan leading to a full replacement Plan due to the significant requirement of the East Sussex and Brighton and Hove Structure Plan 1991-2011 for new housing and business development in Wealden. As well as the Structure Plan (mentioned at the beginning of Appendix 2) other requirements include further changes to government policy which guides development & change.

Policy BE5

“Development involving demolition within a Conservation Area will not be permitted unless:

- (1) the structure to be demolished either makes no positive contribution to the character or appearance of the area or it can be demonstrated that it is wholly beyond repair or incapable of a reasonable beneficial use; and
- (2) detailed proposals for the re-use of the site, including any replacement building or other structure, have been approved.”

Appendix 3: Exemplar Demolition Tender Document

DEMOLITION TENDER 'A'

We hereby offer and undertake to execute and complete the whole of the Works in strict accordance with the Drawings, Schedules of Work and Conditions of Contract and to the reasonable satisfaction of the Contract Administrator, for the sum of

(Fixed/Firm Price Basis) (£ _____)

and in the event of this tender being accepted we undertake to execute a contract to complete the Works within eight calendar weeks (including holidays) from the date on which possession of the site is agreed having taken due account of all things necessary (including extra labour costs) to complete within this time.

TENDER 'B'

Alternatively we would carry out the Works in our own preferred time of calendar weeks (including holidays) for the sum of

(Fixed/Firm Price Basis) (£ _____)

Our provisional assessment of the value of the supplies of goods and services which relate to the Supplemental Agreement (VAT) is:

(i)	Zero rate of Tax	Value of Goods or Services	£ _____
(ii)	Rate or rates other than zero	Value of Goods or Services	£ _____
		Rate	_____

Signature for Contractor

Name of Contractor

Address

Date

Telephone

Witness

Address

.....
.....

Date

.....
.....

Brighton & Hove City Council does not bind itself to accept the lowest or any tender nor will it be responsible for any costs incurred in the preparation of the tender.

The tender shall remain open for acceptance for a period of 12 weeks from the date thereof.

TENDER SITE VISIT

The Contractor is required to visit the site during the tender period and his signature is required below as confirmation that this visit has been made. (Keys can be collected by prior arrangement with XXXXXX, Project Manager on Tel XXXX XXXXXX, e-mail XXXXXXXX).

Signature of Contractor

.....

SELECTION CRITERIA

The Contractor for the works will not be selected on the basis of price alone but on a combination of the following :-

PRICE

- Full completion of and compliance with the tender documents
- Proposals for recycling materials
- Proposals for utilising local labour
- Complete the following as necessary if amendment letters are despatched

We confirm having received the following letters of amendment during the tender period

..... Date
..... Date
..... Date
..... Date

NOTES

Should the Contractor decide to offer an Alternative Tender 'B' he must also offer Tender 'A' for completion within the stated period of 8 weeks. An Alternative Tender 'B' on its own for completion within Contractor's own preferred period cannot be accepted.

The Contractor is required to fully complete the following Appendices

APPENDIX A Exemplar Demolition Tender Document

The Contractor is to state here proposed methods for recycling/disposal of materials

Structural steelwork	
Other steelwork	
Aluminium	
Asphalt	
Timber	
Glass	
Copper	
Brass	
Plastics	
Ceramic Tiling	
Suspended ceiling tiles and grids	
Carpet	
Vinyl tiling/linoleum	
Sanitary Fittings	
Blockwork and plastered blockwork	
Plasterboard	

Electrical Fittings	
Internal Fittings/Fixtures	
Green waste	
Soil & Excavated Materials	
Other	

APPENDIX B Exemplar Demolition Tender Document

The Contractor is to note below its proposals for using local labour from within the East Sussex and Brighton & Hove area

SECTION I

PRELIMINARIES/ GENERAL CONDITIONS FOR DEMOLITION

PROJECT PARTICULARS

110 THE PROJECT

Name:

Location:

Start date:

Length of contract: X weeks

120 EMPLOYER (CLIENT)

Name:

Address:

130 EMPLOYER'S REPRESENTATIVE (CONTRACT ADMINISTRATOR - CA)

Name:

Address:

Telephone:

140 PRINCIPAL CONTRACTOR

Name: TBA.

Address: TBA.

Telephone: TBA.

150 PLANNING SUPERVISOR

Name:

Address:

Telephone:

THE SITE AND THE WORKS

220 THE WORKS:

Comprises: The demolition of all existing structures to ground level. Breaking up of all concrete slabs, foundation bases and retaining walls, crushing of all concrete and brickwork to meet the requirements of a Department for Transport (DfT) Type I granular material specification, asbestos removal and recycling of all reclaimable materials

230A TENDER DOCUMENTS

Existing survey drawings

Asbestos Survey

Statutory Services Drawings and correspondence

Schedule of Works

Pre Tender Health and Safety Plan

Site Investigation Environmental Assessment Desktop Report

Contract documents: Same as tender documents. Plus National Federation Demolition Contractors (NFDC) Form of Contract

250 THE SITE

Description: Comprises existing industrial and office building together with outbuildings.

270 EXISTING MAINS/ SERVICES

Description: See attached drawings

273A SITE INVESTIGATION

Environmental Assessment Desk Study Report – as attached

279 ACCESS TO THE SITE

Description: Access to the site will be from XX

282A USE OF THE SITE

Restrictions:

- Do not use the site for any purpose other than carrying out the Works.
- Do not display or permit advertisements to be displayed on site without approval.

288A SURROUNDING LAND/ BUILDING USES

Generally industrial, retail and residential

291 RISKS TO HEALTH AND SAFETY

General: The nature and condition of the site/ building cannot be fully and certainly ascertained before it is opened up. The Employer and the Employer's Representative do not guarantee accuracy and sufficiency of health and safety information. However, the following are or may be present:

Asbestos.: See attached Site Investigations Environmental Desk Study Report

Contamination: See attached Site Investigations Environmental Desk Study Report

Other risks: Ascertain if any additional information is required to ensure the safety of all persons and the Works.

294 SITE VISIT

Before tendering: Ascertain nature of the site, access thereto and all local conditions and restrictions likely to affect execution of the Works.

Arrangements for visit: To be made with XX

THE CONTRACT AND TENDERING

310 FORM OF CONTRACT

National Federation of Demolition Contractors Ltd, Form of Direct Contract 2000 Edition, with Amendments 1 and 2.

ARTICLES OF AGREEMENT to be signed by parties to the contract will be completed as follows:

Article 1

The Works: Shown and/ or specified in Tender Documents.

Article 3

Employer's nominated authorised representative: See clause A60/130.

Article 4

The site:

See clause A60/250.

Article 5

Date for commencement: To be advised but proposed to be February 2004.

Article 6

Date for completion: Eight weeks from date of commencement.

Article 7 (1)

Liquidated damages: At the rate of £ 500.00 per week or part thereof.

Article 7 (2)

Early completion bonus: £ N/A per day

Article 8 (1)

Insurances by the Contractor: Clause 11 of the Conditions insurance, in respect of personal injury and property damage, to be not less than £5,000,000.

Clause 12 of the Conditions insurance, in respect of damage to surrounding property, to be not less than £ 5,000,000.

Article 8 (2)

Insurances by the Employer: Clause 13 of the Conditions insurance in respect of loss and damage to works (including the original structure) and materials, to be not less than £ Not required.

THE CONDITIONS referred to in Article I of The Agreement will be amended as follows:

Clause 14

Trespass and Nuisance: The following additional sentence will be inserted: 'The proviso concerning the accepted trade practices of the Demolition Industry will not be accepted as the basis for any departure from the specification'.

Clause 25

Payment: Employer's failure to pay by the due date
Interest shall be payable at X% above the Base Rate or rates for the time being,
of.....Bank PLC.

Clause 32

Fluctuations: Clause 32 will be deleted and the following consequential amendments made:

In clause 25(a) the words 'and the amount of any fluctuations calculated in accordance with clause 32 of these Conditions' will be deleted. In clause 26, item (b) (iii) will be deleted.

In clause 28, item (b) (ii) (e) will be deleted.

328 EXCLUSIONS

General: Immediately inform if unable to tender for any part of the Works as defined

in the tender documents.

Relevant parts: Define, stating reasons for inability to tender.

330 ACCEPTANCE OF TENDER

The Employer and The Employer's Representatives will:

Offer no guarantee that the lowest or any tender will be recommended for acceptance or accepted.

- Not be responsible for any cost incurred in preparation of any tender.
- Provide written acceptance of a successful tender which shall constitute a binding agreement pending preparation and completion of contract documents.

335 TENDERING PROCEDURE

General: In accordance with the principles of the Construction Industry Board 'Code of practice for the selection of main contractors'.

350 PERIOD OF VALIDITY

Period: After the date fixed for submission or lodgement keep tenders open for consideration (unless previously withdrawn) for not less than 12 weeks.

DATE for COMMENCEMENT: See clause A60/310.

360 PRICING OF SPECIFICATION

Alterations: Do not qualify any document without written consent. Tenders containing unauthorised qualifications may be rejected.

Unpriced Items: Costs relating to items in the specification which are not priced will be deemed to have been included elsewhere in the tender.

365 CREDITS FOR MATERIALS ARISING

General: Itemise all components and materials which are to become the Contractor's property giving, for each one, the value of the credit included in tender.

Applications for Payment: Allow the value of components and materials under Contract Clause 25.

370 DAYWORK CHARGES

Pricing: Submit a copy of Preliminaries clause A60/950, priced and extended, with the tender.

380A TENDER STAGE METHOD STATEMENTS

Method Statements: Prepare, describing how and when the Contractor proposes and undertakes to carry out the works.

390 HEALTH AND SAFETY INFORMATION

Statement: Submit with tender describing organisation and resources which the Contractor proposes and undertakes to provide to safeguard health and safety of operatives, including those of subcontractors and others who may be affected by the works, including:

- A copy of the Contractor's health and safety policy document, including risk assessment procedures.
- Accident and illness records for past five years.
- Records of previous Health and Safety Executive enforcement action.
- Records of training and training policy.

Number and type of staff responsible for health and safety on this project with details of their qualifications and duties.

MANAGEMENT OF THE WORKS

410 IN WRITING

When required to notify, inform, instruct, agree, confirm, obtain information, obtain approval or obtain instructions do so in writing.

420 APPROVAL (and words derived there from)

Approval in writing by the CA unless specified otherwise.

425 CONSIDERATE CONSTRUCTORS SCHEME

REGISTRATION: Before starting work register the site and pay the appropriate fee:

- Address: Considerate Constructors Scheme Office, PO Box 75, Great Amwell, Ware, SG12 9UY.
- Tel. 01992 550050
- Fax. 01992 550041.
- Web. www.ccscheme.org.uk
- E mail. enquiries@ccscheme.org.uk

Standard: Comply with the Scheme's Code of Considerate Practice.

430 SUPERVISION

General: Accept responsibility for co-ordination, supervision and administration of the Works, including all subcontracts. In addition to the constant management of the Works by the Contractor's person in charge, all significant types of work must be under the close control of competent trade supervisors.

Co-ordination: Arrange and monitor a programme with each subcontractor, supplier, statutory undertaker and the Local Authority and obtain and supply information as necessary for co-ordination of the Works.

Notices for inspection: Allow in programme for periods required by the Local Authority or statutory undertaker.

435A PROGRAMME

General: As soon as possible and before starting work on site, prepare in an approved form a programme for the Works, which must make allowance for all:

- Planning and mobilisation by the Contractor.
- Subcontractor's work.
- Work resulting from instructions issued in regard to expenditure of provisional sums.
- Work by others concurrent with the Contract.

Copies of programme: Submit to the CA.

440 MEETINGS

Before commencement of work on site: Hold a meeting with the CA, Local Authority, statutory undertakers and police to agree demolition procedures.

Progress meetings: Hold regular meetings with the CA to review progress and other matters arising from the administration of the Contract.

450 SITE INSPECTIONS

Access to the site for the CA: Provide at all reasonable times.

Dates and times of inspections: Agree with the CA several days in advance, to enable the CA and other affected parties to be present.

455 ESTIMATED COST OF VARIATIONS

General: If the CA issues details of a proposed instruction with a request for an estimate of cost, submit such an estimate without delay and in any case within 7 days.

460 INSURANCE CLAIMS

Before commencement of work: Provide documentary evidence and/ or policies and receipts for the insurances required by the conditions of contract.

Claims: If any event occurs which may give rise to any claim or proceeding in respect of loss or damage to the Works or injury or damage to persons or property arising out of the Works:

- Give notice forthwith in writing to the Employer, the CA and the Insurers.
- Indemnify the Employer against any loss which may be caused by failure to give such notice.

470 LABOUR AND PLANT RECORD

Requirement: Provide a record each week showing:

- Number and description of persons employed on the Works on each day of that week, including those employed by subcontractors.
- Number, type and capacity of all mechanical and power operated plant employed on the Works on each day of that week.

Verification: Submit records to Contract Administrator.

USE OF LOCAL LABOUR

Wherever possible the Contractor should utilise the local labour force from within the East Brighton area.

The Contractor will be required to submit proposals for the use of local labour within his tender.

SECURITY/ SAFETY/ PROTECTION GENERALLY

500 PRE-TENDER HEALTH AND SAFETY PLAN

Content: Integral with Preliminaries and Specification.

Commonplace hazards: Not listed. Must be controlled by good management and site practice.

Specific hazards: Listed elsewhere in Preliminaries and Specification, relevant to risk to health and safety of demolition operatives.

505 DEMOLITION PHASE HEALTH AND SAFETY PLAN

Content: Developed from the Pre-tender Health and Safety Plan.

Before commencement of work: The Employer must confirm in writing a view that the Working Phase Health and Safety Plan includes procedures and arrangements required by the Construction Design Management (CDM) Regulations.

The plan must include: Detailed proposals for managing health and safety during the working phase, together with site rules and emergency procedures.

- Method statements related to hazards identified in Preliminaries and Specification and/ or statements on how they will be addressed and other significant hazards identified by the Contractor.

Period for submission to the CA: Not less than 2 weeks before proposed date for commencement of demolition work.

508 Health & Safety Executive (HSE) APPROVED CODES OF PRACTICE

Comply with the following:

- Management of health and safety at work.
- Managing for Health and Safety in construction.

510 SECURITY

Protection: Adequately safeguard the site, the Works, products, materials arising, plant, and existing buildings affected by the Works from damage and theft.

Unauthorised access: Take all reasonable precautions to prevent to the site, the Works and adjoining property.

520 PUBLIC SAFETY

Protection: Adequately safeguard public and occupiers of adjoining property by erection of temporary fences, hoardings, fans, footpaths, warning lights, etc. before starting work.

533 EMPLOYER'S REPRESENTATIVES SITE VISITS

Safety: Give notice in advance of all safety provisions and procedures (including those relating to materials which may be deleterious) which will require compliance of the Employer or the Employer's representatives when visiting the site.

Protective clothing and/ or equipment: Provide for the Employer and the Employer's representatives as appropriate.

537A HEALTH AND SAFETY FILE

Information: Provide as reasonably required by the Planning Supervisor

PROTECT AGAINST THE FOLLOWING

540 EXPLOSIVES

Use: Not permitted.

551A NOISE

Compliance: Generally with BS 5228.

Silencers: Fit all compressors, percussion tools and vehicles with effective type recommended by manufacturers.

Radios and other audio equipment: Do not use in ways or at times that may cause nuisance.

560 POLLUTION

General: Take all reasonable precautions to prevent pollution of the site, the Works and general environment including streams and waterways.

If pollution occurs:

- Inform appropriate authorities and the CA without delay and
- Provide all relevant information.

570 NUISANCE

Prevention: Take all necessary precautions to prevent nuisance from smoke, dust, rubbish, vermin, etc.

580 FIRE

Prevention: Take all necessary precautions to prevent personal injury, death, and damage to the Works or other property from fire.

590 FLOOD

Hazardous build up of water: Prevent.

Provide for temporary conveyance and disposal of rainwater from existing structures and the site during course of the Works.

600 BURNING OF MATERIALS ARISING

On site burning: Not permitted.

610 RUBBISH

Waste production on site: Minimise.

Rubbish, debris and surplus material and spoil: Remove regularly and keep the site and Works clean and tidy.

Rubbish, dirt and residues from voids and cavities: Remove before filling or closing in.

Recyclable materials: Wherever practical, sort and dispose at a Materials Recycling Facility approved by the Waste Regulation Authority.

Unwanted non-hazardous material and rubbish: Dispose of in a manner approved by the Waste Regulation Authority.

Surplus hazardous materials and their containers: Remove regularly for disposal off site in a safe and competent manner as approved by the Waste Regulation Authority and in accordance with relevant regulations.

Waste transfer documentation: Retain on site.

620 ELECTROMAGNETIC INTERFERENCE

Excessive electromagnetic interference: Take all necessary precautions to avoid disturbance of apparatus outside the site.

PROTECT THE FOLLOWING

640 EXISTING SERVICES

Proposed Works: Notify all service authorities and/ or adjacent owners not less than one week before commencing site operations.

Before commencement of work: Check positions of existing services.

Service authority's recommendations: Observe for work adjacent to existing services.

Do not interfere with their operation without consent of the service authorities or other owners.

Damage to services: Notify the CA and appropriate service authority without delay.

Make arrangements for making good to satisfaction of service authority or other owner as appropriate.

Marker tapes and protective covers: Replace where disturbed by site operations to service authority's recommendations.

645 EXISTING TOPSOIL/ SUBSOIL

Protection: Prevent over compaction of existing topsoil and subsoil in those areas which may be damaged by construction traffic, parking of vehicles, temporary site accommodation or storage of materials and which will require reinstatement prior to completion of the Works.

Before commencement of work: Submit proposals for protective measures.

650 ROADS AND FOOTPATHS

Location: Within and adjacent to the site.

Maintenance: Keep clear of mud and debris.

Damage: Make good to satisfaction of the Local Authority or other owner any damage consequent upon the Works. Bear costs arising.

660 RETAINED TREES/ HEDGES/ SHRUBS/ GRASSED AREAS

General: Prevent damage. Adequately protect and preserve.

Mature trees and shrubs: If uprooted, destroyed or damaged beyond reasonable chance of survival in their original shape, replace with similar type and age. Bear costs arising.

670 RETAINED TREES

Protected area: Do not dump spoil or rubbish, excavate or disturb topsoil, park vehicles or plant, store materials or place temporary accommodation within an area which is the larger of:

- branch spread of the tree.
- an area with a radius of half the trees height, measured from trunk.

Roots: Do not sever roots exceeding 25 mm in diameter. If unintentionally severed give notice and seek advice.

Ground level: Do not change level of ground within an area 3 m beyond branch spread.

675 RETAINED FEATURES

Protection: Prevent damage to existing buildings, fences, gates, walls, roads and other site features which are to remain in position during execution of the Works.

681 ADJOINING PROPERTY

Precautions: Prevent trespass of work people. Take all reasonable precautions to prevent damage to adjoining property.

Permission: Obtain as necessary from the owners to erect scaffolding on or otherwise use adjoining property. Pay all charges.

- Clear away and make good on completion or when directed.
- Bear cost of repairing damage arising from execution of the Works.

SPECIFIC LIMITATIONS ON METHOD/ SEQUENCE/ TIMING

710A METHOD/ SEQUENCE OF WORK:

Specific limitations:

- Working hours: 8.00am - 6.00pm Mon - Fri.
- 8.00am - 1.00pm Sat.

FACILITIES/ TEMPORARY WORK/ SERVICES

810A GENERAL COST ITEMS

Include for:

- Management and staff.
- Site accommodation.
- Services and facilities.
- Mechanical plant.
- Temporary works.

820 TEMPORARY WORKS, SERVICES AND SPOIL HEAPS

Locations: Give notice of intended siting.

Maintenance: Alter, adapt and move as necessary. Clear away when no long required and make good.

840A ROADS AND HARDSTANDINGS

Use: Permitted .

850A TEMPORARY FENCING

855A TEMPORARY HOARDINGS

860A TEMPORARY SCREENS

The contractor will supply and erect 2m high Heras fencing as shown on Drawing A4/01, complete with all necessary precast concrete foundation blocks and health and safety notices. The fencing is to remain on site until eight weeks after completion of the demolition contract. When requested to do so by the CA the contractor shall remove the fencing.

865A TEMPORARY SHORING

880A LIGHTING AND POWER

Electricity supply: Provide power for the works.

890A WATER

Supply: Provide water for the works.

SECTION 2

SPECIFICATION CLAUSES AND SCOPE OF WORKS FOR DEMOLITION WORKS

SPECIFICATION CLAUSES

C10 DEMOLISHING STRUCTURES

To be read with Preliminaries/General Conditions.

GENERAL REQUIREMENTS

110 SURVEY: Before starting work, examine all available information and submit a method statement to the Employer's Representative covering all relevant matters listed below and in the Health and Safety Executive Guidance Note GS29/1 paragraph 32:

- The form, condition and demolition methods of the structure(s).
- The form, location and removal methods of any toxic or hazardous materials.
- The type and location of adjoining or surrounding premises which may be adversely affected by noise, vibration, dust or removal of structure.
- The identification and location of services above and below ground.

121 EXTENT OF DEMOLITION: Subject to the recycling of materials specified elsewhere strip out all fixtures, finishes and fittings etc and demolish structures down to and including lowest floor slab levels including all retaining walls, bases, yard construction and foundations.

140 **BENCH MARKS:** Report to the Employer's Representative any bench marks and other survey information found on structures to be demolished. Do not remove or destroy unless instructed.

FEATURE(S) TO BE RETAINED: The following are to be kept in place and adequately protected:

Boundary fences

Retaining perimeter walls

SERVICES AFFECTED BY DEMOLITION

210 **SERVICES REGULATIONS:** Any work carried out to or which affects new or existing services must be in accordance with the bylaws or regulations of the relevant statutory authority.

220 **LOCATION OF SERVICES:** Locate and mark the positions of services affected by the work. Arrange with the appropriate authorities for the location and marking of the positions of mains services.

231 **DISCONNECTION OF SERVICES:** Before starting demolition arrange with the appropriate authorities for the disconnection of services and removal of fittings and equipment.

240 **DISCONNECTION OF DRAINS:** Locate and disconnect all disused drain connections. Seal within the site to approval.

250 **DRAINS IN USE:** Protect drains, manholes, gullies, vent pipes and fittings still in use and ensure that they are kept free of debris at all times. Make good any damage arising from demolition work and leave clean and in working order at completion.

DEMOLITION WORK

310 **WORKMANSHIP GENERALLY:**

- Demolish structure(s) in accordance with BS 6187 and Health and Safety Executive Guidance Notes GS29/1, 3 and 4.
- Operatives must be appropriately skilled and experienced for the type of work and hold or be training to obtain relevant Construction Industry Training Board (CITB) Certificates of Competence.
- Site staff responsible for supervision and control of the work are to be experienced in the assessment of the risks involved and in the methods of demolition to be used.

320 **GAS OR VAPOUR RISKS:** Take adequate precautions to prevent fire or explosion caused by gas or vapour.

- 330 DUST: Reduce dust by periodically spraying demolition works with water.
- 340 HEALTH HAZARDS: Take adequate precautions to protect site operatives and the general public from health hazards associated with dangerous fumes and dust arising during the course of the Works.
- 392 ASBESTOS BASED MATERIALS: Asbestos within the building has been identified within Amstech Environmental Limited's Type II Survey of Asbestos Products.
- Removal is to be carried out by a Contractor licensed by the Health and Safety Executive and prior to any other works starting in these locations.
- 410 UNKNOWN HAZARDS: Inform the Employer's Representative of any unrecorded voids, tanks, chemicals, etc. discovered during demolition work. Agree with the Employer's Representative, methods for safe removal, filling, etc.
- 440 COMPLETION: Upon completion the Contractor is to allow for brushing down and clearing all debris and leaving the site in a tidy, secure and safe condition.

Where individual elements have been removed the integrity of the remaining structure and fabric is to be left in a secure and sound condition.

MATERIALS ARISING

OWNERSHIP: Components and materials arising from the demolition work are to become the property of the Contractor except where otherwise stated. Remove from site as work proceeds.

The Contractor is to state below how all materials arising from the demolitions are to be disposed of. Wherever possible materials should be recycled and should not be taken to landfill.

Method of recycling/disposing of materials:

The Contractor is to state here his proposed methods for recycling/disposal of materials

Structural steelwork	
Other steelwork	
Aluminium	
Asphalt	
Timber	
Glass	
Copper	
Brass	
Plastics	
Ceramic Tiling	
Suspended ceiling tiles and grids	
Carpet	
Vinyl tiling/linoleum	
Sanitary Fittings	
Blockwork and plastered blockwork	

Plasterboard	
Electrical Fittings	
Internal Fittings/Fixtures	
Green Waste	
Soil & Excavated Materials	
Other	

SECTION 3 SCOPE OF WORKS

			£	p
	Demolition			
A	Remove all asbestos.	Item		
B	Fill all fuel tanks as necessary and remove.	Item		
C	Demolish existing building and associated external plant and structures to underside of lowest floor slab levels including breaking up all retaining walls, foundation bases, removing plant and machinery and disconnecting/capping off existing services.	Item		
D	Break up all external pavings	Item		
E	Allow for crushing all brick and concrete arising from the demolitions above to a suitable size and standard to meet a DOT Type I granular filling specification and stockpile on site	Item		
F	Allow for grubbing up all underground drains and filling with granular material from Item E above	Item		
G	Remove all remaining posts and structures on the site including breaking up bases	Item		
H	Less Value of Credits	Item		
	The Contractor is to itemise below the value of all items			

	of credit: -			
	CARRIED TO SUMMARY	£		

**SECTION 4
PROVISIONAL SUM AND DAYWORKS**

	Provisional Sums			
	Contingencies	Item		
	Day works			
	Labour before PC: Provisional Sum			
	Add - Overheads and Profit % _____			
	Labour after PC: Provisional Sum			
	Add - Overheads and Profit % _____			
	Plant: Provisional Sum			
	Add - Overheads and Profit % _____			
	CARRIED TO SUMMARY			

GENERAL SUMMARY

1.	Section 1 - Preliminaries		£	P
2.	Section 2 - Specification			
3.	Section 3 – Scope of Works			
4.	Section 4 – Provisional Sums and Day works			
5.	Other – please itemise: -			
	CARRIED TO FORM OF TENDER			

References:

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- Brighton & Hove City Council (2005), Brighton & Hove Local Plan
- BRE (2003) Construction and Demolition waste. GBG57 Part 1 and GBG57 Part 2.
- CIRIA (1999) The Reclaimed and Recycled Construction Materials Handbook
- CIRIA (1999) Waste Minimisation and Recycling in Construction – Board Room Handbook SPI35
- CIRIA (2004) Principles of Design for Deconstruction to Facilitate Reuse and Recycling. London.
- DTI (2004) Sustainable Construction Brief April 2004.
<http://www.dti.gov.uk/construction/sustain/fb.pdf>
- East Sussex County Council and Brighton & Hove City Council (2000) East Sussex and Brighton & Hove Structure Plan 1991-2011.
- East Sussex County Council & Brighton & Hove (2005/2002) Waste Local Plan.
- Environment Agency (2001) Construction & Demolition Waste Survey - High Quality Technical Summary PS368
- SEERA (2005) South East Plan. Draft for Public Consultation.
- SEERA (2004) Proposed Alterations to Regional Planning Guidance, South East – Regional Waste Management Strategy.
- ODPM (2004) Planning Policy Statement 10: Planning for Sustainable Waste Management.
- ODPM (2004) Planning Policy Statement 12: Local Development Frameworks.
- ODPM (2004) Creating Local Development Frameworks. A Companion Guide to PPS12
- ODPM (2004) Sustainability Appraisal of Regional Spatial Strategies and Local Development Frameworks. Consultation Paper.
- ODPM (2004) Survey of Arisings and Use of Construction, Demolition and Excavation Waste as Aggregate in England in 2003.

OPSI (2004) Sustainable and Secure Buildings Act 2004, review of Building Regulations, Part L

Symonds, ARGUS, COWI and PRC Bouwcentrum, (1999). Construction and Demolition Waste Management Practices and their Economic Impacts: Report to DG XI European Commission.

Department of the Environment Transport and the Regions, HMSO, London.

WRAP (2004) Establish Tonnages, and Cost Effectiveness of Collection, of Construction Site Packaging Waste

need a translation?

East Sussex authority contacts

EAST SUSSEX COUNTY COUNCIL

www.eastsussex.gov.uk

Waste Local Plan Team 01273 4818703 or wastelocalplan@eastsussex.gov.uk

If you would like our information in large print, in Braille, on audio tape or in another language, please contact 01273 481703 or visit www.eastsussex.gov.uk

Brighton and Hove authority contacts

BRIGHTON & HOVE CITY COUNCIL

www.brighton-hove.gov.uk

City Planning 01273 292505

Translation? Tick this box and take to any council office.

Perkthim? Zgjidhni kete kuti dhe cojeni ne cilendo zyre keshilli. Albanian

ترجمة؟ ضع علامة في المربع وخذها إلى مكتب البلدية. Arabic

অনুবাদ? বক্সে টিক চিহ্ন দিয়ে কাউন্সিল অফিসে নিয়ে যান। Bengali

需要翻译? 请勾选此框并送至任何理事会的办公室。 Chinese

ترجمه؟ چهارگوشه را نشانه گذاری کرده و به یکی از انجمن های مشاوره رجوع کنید. Farsi

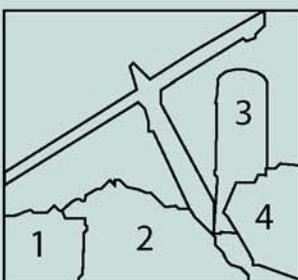
Traduction? Veuillez cocher la case et apporter au Council. French

Tradução? Coloque um visto na quadrícula e leve a uma qualquer repartição de poder local (Council Office). Portuguese

Tercümesi için kareyi işaretleyiniz ve bir semt belediye bürosuna veriniz Turkish

other (please state)

This can also be made available in large print, Braille or on audio tape



Cover photographs:

1. reclaimed bricks
2. inert waste
3. cement silo
4. recycling wood