

**FULL PLANNING APPLICATION FOR THE PROPOSED
BUILDING ADJACENT TO THE EXISTING CENTRAL RECEPTION BUILDING
TO PROVIDE AN OWNERS LEISURE & RELAXATION FACILITY**

AT

CHURCH FARM HOLIDAY VILLAGE

PAGHAM, Nr CHICHESTER

WEST SUSSEX

PO21 4NR

SITE WASTE MANAGEMENT PLAN

CLIENT:	BOURNE LEISURE LTD
PROJECT REF:	3150/MH/KE
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1.0 INTRODUCTION

- 1.1 This Site Waste Management Plan (SWMP) comprises part of the planning application submitted on 12th August 2010 to Arun District Council for the construction of a new building adjacent to the existing central reception building to provide an owners leisure & relaxation facility at Church Farm Holiday Village.
- 1.2 Planning applications for development of 5 housing units or more or 500 square metres of built development are required to submit a Site Waste Management Plan, with the aim of showing how the amount of potential waste arising from the project will be reduced. The planning application for Church Farm Holiday Village is not creating built development of over 500 sqm, but a SWMP has been provided.

Background

- 1.3 The Planning Statement accompanying the application explains that Church Farm Holiday Village is a large and long established leisure and tourist attraction, which annually attracts some 100,000 guests. However, the holiday village requires investment to maintain its attractiveness to guests and, as a consequence, to maintain its important economic role in the Pagham/Bognor Regis area.
- 1.4 At present the holiday village comprises of holiday caravans, facility buildings that include clubroom/bars and swimming pool complex. The central complex building provides the main hub for park guests and provides an attraction within the overall park available.
- 1.5 It is now proposed to provide a facility for the owners, to enable a higher level of service for these annual visitors to the holiday village. This facility will provide a private leisure & relaxation area, for caravan owners. A full explanation of the scheme is set out in the Planning Statement and Design and Access Statement that accompanies the planning application.

Bourne Leisure's approach to Waste Management

- 1.6 Bourne Leisure is already committed to reducing waste wherever possible, and employs a Waste Management Consultant, Waste File UK, who visits its holiday parks regularly to advise on waste management solutions and what can be introduced to minimise unnecessary waste production.

- 1.7 Church Farm Holiday Village already actively encourages the recycling of many materials within the park. The park supplies recycling bins for glass at the main complex building. It also regularly sends all cardboard waste to be flat-packed and baled for recycling and retains a skip for waste metal which, once filled, is taken for recycling. The park also reuses any trees that are felled. Trees are chipped on site by an independent contractor and held for recycling on the flower beds within the park.
- 1.8 Church Farm Holiday Village also employ a Hazardous Waste Management programme, ensuring that all refuse is separated into the following items: refrigerators, television sets, oil/grease products, fluorescent lighting, aerosols, light bulbs and paint cans. This ensures that any hazardous waste is disposed of in an environmentally friendly manner and guarantees that waste is disposed of efficiently.

Purpose of the Statement

- 1.9 The purpose of this Site Waste Management Plan (SWMP) is to explain how Bourne Leisure Ltd intends to deal with waste management throughout the construction of the project and to show how the amount of potential waste arising from the development will be reduced. The Statement sets out a brief description of the proposed scheme (Section 2); a summary of the planning policy context (Section 3); details of waste production and management (Section 4); and implementation of the SWMP (Section 5).
- 1.10 The overall responsibility for the SWMP will lie with Bourne Leisure Ltd. The principal contractor (details to be provided to the local planning authority following appointment) will be responsible for preparing and implementing the SWMP once work has begun on site.

2.0 THE PROPOSED SCHEME

A. Existing Reception and Caravan Sales area

- 2.1 The existing holiday reception and caravan sales currently located in Becketts Barn and other buildings in the same location are outside of the proposed site area and will not be affected or altered during any of the proposed works. The proposed site for the new owners leisure & relaxation facility is to the south of the current holiday reception building. No demolition will be required as part of the proposals.



Existing Holiday Reception Building



Location of Proposed Owners Leisure & Relaxation Facility

B. Proposed Building to form Owners Leisure & Relaxation facility

- 2.2 It is proposed to construct a new building to complement the existing barns providing the Holiday Reception and Caravan Sales area, to provide an owners leisure & relaxation facility. This building will allow the Holiday Park to provide an area for caravan owners only, giving these annual visitors a high level of service for there loyalty.
- 2.3 Overall the project is relatively small scale. The works are primarily concerned with the excavation of sub soil material to create foundations. This involves some amendments to levels and the removal of topsoil and the digging of trenches to install services. It is anticipated that all excavated material will remain on site and be used within the construction process or else where on site. The production of waste will be limited.

3.0 PLANNING POLICY CONTEXT

Planning Policy Statement 10: Planning for Sustainable Waste Management (July 2005)

- 3.1 PPS10 states: *"the overall objective of Government policy on waste, as set out in the strategy for sustainable development, is to protect human health and the environment by producing less waste and by using it as a resource wherever possible. Through more sustainable waste management, moving the management of waste up the 'waste hierarchy' of reduction, re-use, recycling and composting, using waste as a source of energy and only disposing as a last resort the Government aims to break the link between economic growth and the environmental impact of waste"* (para. 1).

Definition of Waste

- 3.2 Part II of the Environmental Protection Act 1990 deals with Waste.
- (i) Waste is defined as any substance which constitutes a scrap material or effluent or otherwise; any unwanted surplus arising from the application of any process; or any substance or article which requires to be disposed of as being broke, worn out, contaminated or otherwise spoiled.
 - (ii) Waste management is defined as the minimising, controlling, separating and disposal of all waste arising from construction activities.

- (iii) Waste management incorporates the hierarchy of reduction, reuse and recycling to minimise the quantum of waste produced.

DEFRA Consultation on Site Waste Management Plans for the Construction Industry (April 2007)

- 3.3 Defra is currently consulting on Site Waste Management Plans (SWMP). The consultation document defines a SWMP as *"a plan that details the amount and type of waste that will be produced on a construction site and how it will be reused, recycled or disposed of. The plan is then updated during the construction process to record how waste is managed and to confirm the disposal of any materials that can not be reused or recycled at a legitimate site"* (paragraph 1.4).
- 3.4 It also notes the aim is first, to reduce and, secondly, to recover waste. This can be delivered by *"requiring those responsible for projects to forecast how much of each type of waste they will produce and to record how much will be reused or recycled; and, secondly, by building on the savings in material and disposal costs already secured, to promote the opportunities of preventing or minimising waste as source, i.e. through efficient design and construction methods"*. The document also emphasises the need to understand the destination and carrier of waste from the site.
- 3.5 The draft document confirms that a final decision on the information to be provided has not yet been made (page 13) and that *"the requirement to produce a SWMP will need to target construction projects that produce a significant quantity of waste."* (page 12).

General

- 3.6 Developers are encouraged to reduce, reuse and recycle construction and demolition waste and to reduce the quantities of construction and demolition waste being sent to landfill by encouraging recycling and waste minimisation. In addition, design to achieve waste minimisation and to enhance the use of construction and demolition waste as a resource for construction and engineering.
- 3.7 Outline factors that should be considered during the various stages of development are; (a) site selection and project inception; (b) design of development; and (c) project planning.
- 3.8 At the **site selection stage**, consideration should be given to whether the development could incorporate existing buildings and

features without demolition or excavation and suggests that material could be re-used on the development for landscaping bunds, base material for roadways etc., and as second hand materials for new buildings, with the remaining unavoidable waste being transported off site for re-use and recycling elsewhere

- 3.9 At the **design stage**, consideration should be given to whether existing buildings or hard surfaces on the site could be re-used and whether waste materials and excavated soil could be re-used elsewhere on the site. Also consideration should be given to opportunities to use second hand, recycled, renewable or local materials and whether the development layout can incorporate recycling facilities for future users of the site – such as collection facilities for glass and paper and compost bins for green waste.
- 3.10 At the **project planning stage**, consideration should be given to returning packaging; allocating space on site for the separation and storage of different waste materials for use later in the construction period/and for transfer off site for recycling; and whether there is scope to modify the design to reduce the amount of waste. Sites should be designed to reduce waste throughout the entire lifetime of the building, not just during the construction and demolition stages.

4.0 WASTE PRODUCTION & MANAGEMENT

4.1 Site Selection

The site is already in use as a holiday park. The selection of the specific development site within the main site is based on the need for the owners facilities to be upgraded for reasons set out in the Planning Statement. Utilising existing developed areas will minimise construction works, as existing vehicular routes and hard standing areas can be retained and re-used. Wherever possible any waste material will be reused on the site for landscaping bunds and as base material for the extended terrace.

4.2 Design Stage

Demolition

The scheme proposals will generate a small amount of waste material, as described below:

- (i) Part of the area of grass and subsoil will be removed to allow for the proposed building. This can be used elsewhere on site, as compost or within existing borders.

4.3 Construction

The new building will be constructed using timber frame and traditional methods.

4.4 Project Planning Stage

Prior to construction starting on site, a careful evaluation of the material volumes will be made to prevent over and miss ordering, and reduce the generation of waste. In addition, the principal contractor will ensure the correct handling and storage of materials to prevent damage and wastage. Where appropriate, suppliers will be required to collect and dispose of/reuse packaging.

During the tendering process, the waste management requirements set out in the SWMP will be incorporated into contracts. In addition, Contractors will be required to ensure that subcontractors are aware of their responsibilities under the SWMP.

Once the building contracts are in place, further details of the type and volume of different waste types will be provided to the local planning authority, including details of the waste management action (i.e. reuse, recycling, recovery or disposal) proposed for each waste type. The principal contractor will ensure that waste management procedures are adhered to on site.

Throughout the construction of the project, Bourne Leisure is committed to retaining and reusing existing hard surfaces where possible and for reusing waste materials elsewhere within the site, where feasible. Remaining unavoidable waste will be transported off-site for re-use and recycling elsewhere or for disposal. A key part of the waste management on site will therefore be the correct containment, separation and storage of materials. An appropriate area will be identified by the principal contractor in liaison with Bourne Leisure for the storage of recyclable material during the construction process.

No development including demolition or excavation will take place until a written statement confirming how demolition and construction waste is to be recovered and re-used and stored on site, (including the name of a contractor on the Environment Agency's list of approved waste contractors), has been submitted to the local planning authority. Details of contractors, skip providers and any waste carriers, including copies of relevant licenses, will be appended to the SWMP.

5.0 IMPLEMENTATION

Requirements on Contractor

- 5.1 Following the appointment of the principal contractor, and in advance of development starting on site, details of the materials which can be re-used on site, recycled, or will need to be disposed of off site, will be provided to the local planning authority.
- 5.2 The Contractor will be required to ensure that packaging materials are returned to suppliers and that all waste is properly sorted on site into waste to be re-used on site; wastage to be sent off site for recycling; and waste to be disposed of, off site.
- 5.3 To ensure the proper removal of waste, a controlled waste transfer note will be required for each waste, setting out the type of waste, the current holder of the waste (the transferor), the person collecting the waste (the transferee) and details of the disposal point. Again, these will be available for inspection by the local planning authority. Details of the waste carriers utilised and details of the disposal sites to be used will be attached to the SWMP.

Monitoring

- 5.4 During the course of the development, the volume of waste will be measured, e.g. by type of waste and number of skips on a regular basis, along with details of the waste disposal sites utilised. All records will be available to the local planning authority.
- 5.5 The SWMP will be kept up to date with actual quantities of waste arising by recording information included on waste transfer notes against expected waste quantities.
- 5.6 The Project Manager will be responsible for recording the identity of the waste management contractor removing the waste, the types of waste removed; and the site that the contractor is taking the waste to.
- 5.7 Within one month of the work being completed, the Project Manager will be responsible for confirming that the site waste management plan has been monitored on a regular basis; and for recording details of any lessons learnt from any differences in circumstances between the first draft of the SWMP and the actual performance.