Interim Waste Bulking Facility,
Kays & Kears Blaenavon

Method Statement

TORFAEN COUNTY BOROUGH
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Contents

1. Introduction 3
1.1 Purpose of Method Statement 3
1.2 Site Location 3
2. Proposed Waste Operation 3
2.1 Waste Streams 3
2.2 Two-Bay Arrangement 3
2.3 Operating Hours 4
2.4 Staffing 4
2.5 Plant and Equipment 5
3. Waste Handling Process 5
3.1 Arrival and Vehicle Management 5
3.2 Mixed Paper/Cardboard 6
3.3 Glass 6
3.4 Material Storage and Removal 6
4. Vehicle Movements 7
5. Waste Tonnages and Capacity 7
6. Waste Destinations 8
7. Environmental Management 9
7.1 Noise Management 9
7.2 Drainage and Pollution Prevention 9
8. Site Management and Monitoring 11
9. Cessation of Temporary Operations 12
Appendix 1: WRAP Depot Capacity Model 13

1. Introduction

1.1 Purpose of Method Statement

This Method Statement accompanies the full planning application for the temporary waste bulking facility at Units 1 and 2, Kays & Kears Industrial Estate. It describes the proposed operation, waste streams, vehicle movements and environmental management controls. It should be read with the Design and Access Statement (TCBC, Document Ref. TCBC-BLV-DAS-001, Rev. P01), World Heritage Impact Assessment (SLR, Document Ref. 402.065983.00001-HTN, Rev. 1; Pack Ref. BLV-016), application drawings and other supporting technical reports.

1.2 Site Location

The temporary facility is located at Units 1 and 2, Kays & Kears Industrial Estate, Blaenavon, Pontypool, NP4 9AZ (Grid Reference: SO 24519 09441). The application site boundary and extent of the land associated with the proposal are shown on the Site Location & Boundary Plan (Drawing No. 402.065983.00001.002, Rev. PA0).

2. Proposed Waste Operation

2.1 Waste Streams

Only paper, cardboard and glass will be accepted at the Blaenavon temporary bulking facility. Paper and cardboard will be combined as a mixed stream, while glass will remain separate. Other materials collected by the vehicles will be deposited at the Council's other waste transfer arrangements. No residual or garden waste will be deposited at Blaenavon under this application; these materials will continue to be taken to New Inn.

2.2 Two-Bay Arrangement

The proposal comprises two operational bays—one for mixed paper and cardboard and one for glass—alongside a temporary welfare cabin, one standard 20 ft shipping container and, if required, an additional 10 ft container. See Temporary Storage Container Details x2 (TCBC, Drawing Ref. TCBC-BLV-TD-002, Rev. 1; Pack Ref. BLV-011) and Proposed Site Layout (SLR, Drawing No. 402.065983.00001.004, Rev. PA0). Torfaen's current paper reprocessor will cease collecting paper waste separately from December 2026, which has prompted changes to the original site design, removing the need for a third bay and standing trailers. Instead of requiring two separate bays for paper and card, Paper and cardboard will be bulked together as a single stream, with all materials stored in their designated bays pending collection for onward processing. No standing trailers will be kept on site. A roof will be included in the design to keep mixed paper and cardboard dry, in line with the new reprocessors' preference. It will also reduce windblown litter, helping to meet the exemption permit requirements. See also Proposed Elevations (SLR, Drawing No. 402.065983.00001.007, Rev. PA0).

2.3 Operating Hours

The proposed normal operating hours are 07:00 to 17:00 Monday to Friday, including bank holidays. During winter, vehicles will only tip waste in daylight and within the hours of 08:00–16:00, including during weekend and bank-holiday operations. This restriction supports safe working and avoids the need to install external operational lighting, as the site has no power supply. Avoiding external lighting will also help reduce disturbance to wildlife. Most operations will be completed by 15:00. From 15:00 onwards, activities will mainly comprise site maintenance and cleansing.

Weekend opening may occasionally be needed for catch-up collections following adverse weather, unexpected events or haulage delays. The site will also operate a weekend schedule to catch up collections where Christmas Day and New Year's Day fall on weekdays. Opening hours will remain 07:00 to 17:00, subject to the winter daylight-tipping restriction set out above.

2.4 Staffing

The facility will be operated by a team comprising three members of staff. Two staff members will manage daily procedures and maintain operational standards throughout the site. There will also be a designated member of staff for litter picking. There will be regular supervisor visits to ensure the site is safe and working within the safe system of work procedures. All staff will receive training to cover the activities on site.

A temporary portable cabin is scheduled for installation on site to address staff welfare needs. The facility will feature both restroom and kitchen areas, designed to comfortably accommodate up to three personnel and store welfare essentials. The cabin will have maximum dimensions of 21 feet by 10 feet but may be slightly smaller, depending on availability at the time of order. The unit will be an anti-vandalism container due to the isolated location of the site. Figure 1 below shows the likely size of the portable cabin. See Temporary Welfare Facility Details (TCBC, Drawing Ref. TCBC-BLV-TD-001, Rev. 1; Pack Ref. BLV-010) and Proposed Site Layout (SLR, Drawing No. 402.065983.00001.004, Rev. PA0). There will be CCTV on site to improve site security. Currently there are three CCTV cameras covering the site, and more can be installed if required.



Figure 1: Example welfare cabin located on site

2.5 Plant and Equipment

Operational equipment on site will include one JCB Telehandler and one forklift truck, each playing a key role in the movement and management of recyclable materials.

One standard 20 ft shipping container will provide secure storage for operational equipment and supplies, including tools, salt, oil and maintenance materials. An additional 10 ft container may be provided if required. These storage containers will be separate from the staff welfare cabin. See Temporary Storage Container Details x2 (TCBC, Drawing Ref. TCBC-BLV-TD-002, Rev. 1; Pack Ref. BLV-011) and Proposed Site Layout (SLR, Drawing No. 402.065983.00001.004, Rev. PA0). Oil storage arrangements are described in Section 7.2.

3. Waste Handling Process

3.1 Arrival and Vehicle Management

Recyclable materials, including food, are collected from both households and businesses (trade) using Romaquip kerbside sort vehicles as shown in Figure 2. Kerbside sort vehicles are specialised multi-compartmental waste collection vehicles. These vehicles allow the council to separately co-collect cardboard, paper, plastics and cans, food, glass, textiles, small WEEE and batteries. The vehicles use internal rams and smart flooring to eject material from the compartments into specified bays. As previously mentioned, these vehicles will only eject mixed paper/card and glass at the site. All other materials will be taken to New Inn.



Figure 2: A Romaquip kerbside sort vehicle

Vehicles will enter the car park and stop at the marked waiting line until directed forward by site staff. Vehicles circulating within or leaving the operational area will give way to vehicles entering the car park at the designated give-way point. Drivers will follow the one-way system shown on the traffic-flow plan and proceed to the appropriate unloading position only when instructed. This section should be read alongside the Proposed Site Layout (SLR, Drawing No. 402.065983.00001.004, Rev. PA0) and Transport Assessment (WSP, Document Ref. UK0029247.4683, Rev. 1).

No more than two vehicles will tip at any one time, subject to the approved layout and site safe system of work. Staff will coordinate tipping and mobile-plant movements to prevent conflicting activities and maintain separation from pedestrians. Waiting vehicles must not obstruct the entrance, pedestrian routes or emergency access. Staff will manage arrivals to prevent queues extending onto the public highway.

3.2 Mixed Paper/Cardboard

Romaquip vehicles feature automated offloading from the rear and side. Paper and cardboard will be discharged first into the combined paper/cardboard bay and stored there pending collection for onward processing.

3.3 Glass

Glass will then be discharged separately into the glass bay and stored on the floor pending collection by the local recycling processor, Recresco. After each vehicle deposits glass, mobile plant will reposition the material as required to minimise the risk of vehicle tyre damage and maintain safe capacity.

3.4 Material Storage and Removal

Mixed paper and cardboard will be stored within the combined bay pending daily collection for onward processing. Glass will be collected twice a week. Collections will be arranged

frequently enough to prevent material accumulating outside the bay. The operating limit on vehicle loads awaiting collection will be set through the site safe system of work and available bay capacity. No waste will remain on site for longer than seven days.

The JCB telehandler will shovel stored material from the bays into trailers for transport off site. Loading will be undertaken in accordance with the site safe system of work and the handling restrictions set out in the Noise Impact Assessment (Hunter Acoustics, Document Ref. 8043/NIA1, Rev. 1).

If an operational failure or missed collection prevents continued acceptance at Blaenavon, incoming material will be diverted to the New Inn facility, which receives the remaining kerbside waste, to prevent the designated bay capacity being exceeded.

The S2 exemption specifies the following storage limits at any one time over a 12-month period:

Glass: 5,000 tonnes.

Paper and cardboard: 15,000 tonnes, reduced to 1,000 tonnes when stored outdoors in an enclosure designed and maintained to prevent littering.

TCBC is taking all necessary measures to contain paper and cardboard within the bay and reduce windblown litter.

4. Vehicle Movements

Household and trade recycling vehicles will generally arrive for tipping between 09:00 and 11:00 and between 12:30 and 14:30. These peak waste vehicle arrival periods fall outside peak road traffic times. Detailed vehicle movements and highway impacts are addressed in the separate Transport Assessment (WSP, Document Ref. UK0029247.4683, Rev. 1).

5. Waste Tonnages and Capacity

Table 1 presents the monthly tonnage data for 2024-2025. The temporary bulking facility is projected to receive comparable annual volumes. The most significant increase in recycling normally occurs in January, corresponding with elevated material intake throughout the Christmas period.

In determining the sizes of the bays required for each material, we have used figures specifically modelled for Torfaen by the Waste and Resources Action Programme (WRAP). As well as assessing the site capacity requirements for each material, WRAP has incorporated a 25% contingency when determining the dimensions and number of days' storage shown in Table 2. The information in Table 2 has been taken from the Depot Capacity Model in Appendix 1.

Table 1: Material Tonnages from 2024-2025

Month	**Cardboard (t)**	**Paper (t)**	**Glass (t)**
April-24	287	70	167

May-24	225	48	212
June-24	263	60	190
July-24	229	37	195
August-24	232	37	188
September-24	226	63	160
October-24	301	49	215
November-24	217	41	168
December-24	296	40	196
January-25	369	60	249
February-25	224	61	149
March-25	244	40	184
Total	**3112**	**606**	**2274**

The total expected tonnage is circa 6,000tpa (tonnes per annum). Moving forward, the paper and card tonnage will be combined for households from December 2026 and businesses from April 2027.

Table 2: WRAP modelling on daily tonnage and number of days' storage.

Material	**Mass (Tonnes per day)[2]**	**Number of Days' Storage**
Mixed Paper & Card	13.4	1.5
Glass	10.8	11.5

The WRAP Depot Capacity Model in Appendix 1 established the minimum storage requirement and informed the initial bay design. Table 2 summarises the modelled daily tonnages and storage durations for the two-bay option. The mixed paper and cardboard bay dimensions have subsequently been revised to accommodate the roof structure, with the aim of maintaining a comparable usable storage area. The model is therefore retained as the design baseline, rather than a record of the final bay dimensions. The proposed arrangement is shown on the Proposed Site Layout and Proposed Elevations.

6. Waste Destinations

Materials will be bulked on site for onward processing. Below are the current end destinations. TCBC reviews current contracts yearly or as needed and goes through the procurement process every two years. Due to the nature of the recycling market, these are subject to change.

- **Glass** –
- Recresco, Springvale Industrial Estate, Cwmbran, Torfaen, NP44 5BE - EPR/DB3797TC
- **Cardboard & Paper** –
- Veolia; Unit 3, Chittening Industrial Estate, Chittening, Bristol, BS11 0YB - WEX380400

- Mile Oak Industrial Estate, Maesbury Road, Oswestry SY10 8GA - WEX353638
- Romiley Board Mill, Oakwood Rd, Romiley, Stockport, Cheshire, SK6 4DZ - EPR/BJ8995ID
- Ekman; Allan Morris Recycling, Unit 1, Sandypoint, Glendale Ave, Sandycroft Deeside CH5 2QP - WME-066804
- Plan B Management Solutions, Ind Est, 84 Seawall Rd, Cardiff CF245TH - DB3395CG

The European Waste Codes (EWC) are a standardised coding system to classify types of waste to ensure correct disposal and tracking. The EWC codes for the waste to be bulked at Blaenavon are shown in Table 3.

Table 3: The EWC for each material at Blaenavon

Material	**European Waste Code (EWC)**
Mixed Paper & Card	20 01 01
Glass	20 01 02

7. Environmental Management

The following controls address the environmental management of the temporary waste operation. The existing control and monitoring schedule is retained in Table 4.

7.1 Noise Management

Noise mitigation will include a 5 m-high interlocking concrete block structure around the bay, with shovelling restricted in accordance with the Noise Impact Assessment. High-impact glass handling will take place only during approved hours and in accordance with the assessment. Glass will be kept separate from mixed paper and cardboard and handled in a controlled manner, avoiding unnecessary drops from height. Plant and vehicles will be maintained, unnecessary idling avoided, and reversing movements supervised. TCBC has worked closely with Environmental Health to ensure consideration is given to the effects of glass-handling noise on local receptors. See Proposed Site Layout (SLR, Drawing No. 402.065983.00001.004, Rev. PA0), Proposed Elevations (SLR, Drawing No. 402.065983.00001.007, Rev. PA0) and Noise Impact Assessment (Hunter Acoustics, Document Ref. 8043/NIA1, Rev. 1).

7.2 Drainage and Pollution Prevention

The glass bay will have a sealed drainage system connected to an on-site holding tank to contain runoff from the bay. On-site staff will be responsible for checking the holding tank and ensuring it is emptied before reaching capacity. A SAB application for the proposed drainage arrangements will be submitted to the local authority's SuDS Approval Body.

See Proposed Drainage (SLR, Drawing No. 402.065983.00001.006, Rev. PA0), Drainage Statement (SLR, Document Ref. 402.065983.00001-DS, Rev. 1; Pack Ref. BLV-018) and Flood Consequences Assessment (SLR, Document Ref. 402.065983.00001-FCA, Rev. 1; Pack Ref. BLV-017). Existing site information should be read alongside Existing Site Layout

and Services (SLR, Drawing No. 402.065983.00001.003, Rev. PA0) and Topographical Survey (Total Surveying Solutions Ltd, Drawing Ref. KAY/01, Rev. 1; Pack Ref. BLV-009).

Oil will be stored within the storage containers on dedicated spill-containment flooring (drip trays) to contain leaks and spills. See Temporary Storage Container Details x2 (TCBC, Drawing Ref. TCBC-BLV-TD-002, Rev. 1; Pack Ref. BLV-011).

Waste and plant will remain within the approved operational area, and the glass area and drainage system will be used as designed. Spill kits will be readily accessible. Leaks and spills will be stopped, contained and cleaned up promptly, with contaminated materials managed appropriately. Drainage defects and pollution incidents will be recorded and escalated.

Table 4: Potential operating issues and control measures

Issue/Risk	**Control**	**Monitoring/Corrective Action**
Noise	Limit to approved hours; no unnecessary idling; plant maintained. Increase blocks to 5m around glass bay. Limit glass handling frequency and height.	Daily supervision.
Dust	Keep paper/card within the combined bay pending collection; sweeping.	Visual checks; increase sweeping.
Litter/Windblown Material	Housekeeping regime; litter picking; manage loads; pause handling in high winds if necessary; keep paper/card within the combined bay, heras fencing to contain litter.	Daily perimeter check; daily litter pick.
Odour/pests	Accept only paper/card/glass; no putrescible/residual waste; remove any non-conforming waste ASAP. Regular pest control visits.	Daily checks; record incidents; check collection vehicles if repeated contamination.
Lighting	During winter, vehicles will only tip waste in daylight and within 08:00–16:00, including weekends and bank holidays. No external operational lighting will be installed, avoiding the need for a power supply for lighting and helping reduce disturbance to wildlife. Stop tipping when daylight is insufficient or at 16:00, whichever occurs first, and	Continued monitoring; ongoing crew communication to prevent tipping outside of daylight hours.

	defer tipping until the next permitted daylight period.	
Fire	Good housekeeping; no build-up outside bays; keep access routes clear; no smoking outside of designated area; emergency procedures.	Daily checks; staff briefings; review after any near-miss or incident; regular waste removal from site; waste kept within designated bays.
Spills/Leaks	Spill kits on site; trained staff; plant maintenance managed; contain and clean spills immediately.	Routine checks of plant condition; incident log; replenish spill kit after use.

8. Site Management and Monitoring

The site supervisor will retain a site copy of the approved plans, traffic-management plan, this Method Statement and the Noise Impact Assessment. Staff and visiting drivers will be briefed on the waiting line, one-way system, give-way priority for entering vehicles and the maximum of two vehicles tipping at any one time. Operations will follow the site safe system of work.

As a controlled exception to the one-way system and normal give-way priority described in Section 3.1, large articulated haulage vehicles may need to leave through the entrance because the kerb at the designated exit restricts their manoeuvre. During these departures, the site supervisor will temporarily hold incoming traffic and suspend conflicting vehicle movements until the HGV has cleared the access. Normal circulation and give-way arrangements will then resume. This exception will be reflected in the traffic-management plan and has been checked in the swept path modelling.

Before operations commence, the Council will complete a pre-opening inspection to confirm that the waiting line, give-way markings, signage, vehicle routes and pedestrian arrangements are in place and consistent with the Proposed Site Layout referenced in Section 3.1. The inspection will also check environmental mitigation, spill-response equipment, site security and welfare provision.

Daily checks will confirm that markings and signs remain visible, waiting vehicles do not obstruct access, and tipping and loading are coordinated safely. Supervisors will visit regularly to review compliance. Incidents, near misses, complaints and corrective actions will be recorded, with affected activities paused where necessary until safe arrangements are restored.

The interlocking block walls must not be erected or loaded until a competent designer has confirmed their stability, foundation requirements, retained-material loading, impact protection and any necessary buttressing. Mobile plant must not strike, push against or compact material against the walls unless the engineered design expressly allows it.

9. Cessation of Temporary Operations

The temporary bays and welfare facility will be fully removable. Operations will cease four years after planning approval, or sooner if the new WTS becomes operational. The interlocking concrete blocks will be reused across the Council's waste infrastructure.

Following cessation, the temporary facilities will be removed and the car park restored to a usable condition for its original purpose, unless a separate planning permission authorises an alternative use. The car park may subsequently be used for residual and green waste bulking, subject to a separate future planning application and the necessary approvals. This future use does not form part of the current application.

Appendix 1: WRAP Depot Capacity Model

Original Contingency Depot Capacity Model – three separate bays

Type	Material	Mass (Tonnes per day)[i]	Planned Bay Dims (incl. Fire Free)			Bay Dims (Excl. Fire Free)			Number of bays	Number of days' storage
			H (m)	D (m)	W (m)	H (m)	D (m)	W (m)		
Stored	Paper (Contingency bay)	3.1	4.0	9.8	8.0	3.0	8.8	8.0	1	14.7
Stored	Card (Contingency bay)	10.3	4.0	9.8	10.0	3.0	8.8	10.0	1	1.9
Stored	Glass (Contingency bay)	10.8	4.0	9.8	8.0	3.0	8.8	8.0	1	11.5

Contingency **A** with one bay for mixed paper and card and one bay for glass.

Type	Material	Mass (Tonnes per day)[ii]	Planned Bay Dims (incl. Fire Free)			Bay Dims (Excl. Fire Free)			Number of bays	Number of days' storage
			H (m)	D (m)	W (m)	H (m)	D (m)	W (m)		
Stored	Contingency Mx Paper+Card	13.4	4.0	9.8	8.0	3.0	8.8	8.0	1	1.5
Stored	Glass (Contingency Bay)	10.8	4.0	9.8	8.0	3.0	8.8	8.0	1	11.5

This option allows for over one day of storage on site for mixed paper and card.

Contingency **B** with two bays for mixed paper and card and one bay for glass.

Type	Material	Mass (Tonnes per day)[1]	Planned Bay Dims (incl. Fire Free)			Bay Dims (Excl. Fire Free)			Number of bays	Number of days' storage
			H (m)	D (m)	W (m)	H (m)	D (m)	W (m)		
Stored	Contingency Mx Paper+Card	13.4	4.0	9.8	8.0	3.0	8.8	8.0	2	2.9
Stored	Glass (Contingency Bay)	10.8	4.0	9.8	8.0	3.0	8.8	8.0	1	11.5

This option allows for over two days of storage on site for mixed paper and card. If one day is insufficient but 2.9 days is too much, there is some scope to amend the bay sizes.