



### Skip Permit Application Form

Roads Department, Civic Offices, Dungarvan, Co. Waterford.

Ph: 0761 10 2020; email: contact@waterfordcouncil.ie; www.waterfordcouncil.ie

Please note that all applications for permits must be received by Waterford City and County Council at least 3 working days (excluding Saturday, Sunday and Public Holidays), prior to the delivery of the skip to allow for proper assessment of the application. Waterford City and County Council cannot guarantee permits for any application that fails to adhere to this requirement.

Location of Skip: (road/street name)				
Location of waste: (house no./shop name)				
Proposed dates of permit:	From: ____/____/____ @ ____ hrs			
	To: ____/____/____ @ ____ hrs			
Skip Operator Name:				
Skip Operator Licence Number:				
No. of Parking Spaces Required:				
Size of Skip:	e.g. Mini, Midi, Standard, Large 14 Cu Yds, Roll on Roll off, Skip Bag etc			
	_____			
Area to be affected: <i>please tick appropriate box</i>	Paid Parking	<input type="checkbox"/>	Carriageway	<input type="checkbox"/>
	Footpath	<input type="checkbox"/>	Yellow Lines	<input type="checkbox"/>
	Loading Bay	<input type="checkbox"/>	Other	<input type="checkbox"/>

Name of Applicant:	
Address of Applicant:	
Contact Name:	
Telephone:	
Email:	

**Signature of Applicant:** \_\_\_\_\_

**Name (in block CAPITALS):** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Documents to be submitted with Application Form

1. A copy of skip operator's **Public Liability Insurance and Employers Liability Insurance cover** (Indemnity up to €6.5m and €13m respectively).

2. Copy of Waste Collection Permit under the Waste Management Act, 1996 as amended.

3. Licence Fee -

- (i) Where it is intended to place a skip on a public road where pay parking is in operation, a fee equal to the sum of the parking charges current at the date of issue of the Skip Permit, plus an administration charge, is payable.
- (ii) Where it is intended to place a skip on a public road **other than a road where pay parking is in operation**, an administration charge is payable.
- (iii) The administration charges in respect of sub-sections (i) and (ii) of this bye-law shall be as follows:
  - (a) One week or less: €20.
  - (b) More than one week but less than one month: €40.
  - (c) Greater than one month: €60 per month.

Payment can be made by phone, cheque/postal order or at the Customer Services Desks (locations below) and receipts for payment must accompany the application form.

### **Completed application forms can be submitted as follows:-**

ONLINE - contact@waterfordcouncil.ie with the receipt number for payment.

IN PERSON: Customer Services Desk, Bailey's New Street, Waterford or Civic Offices, Dungarvan,  
Co. Waterford.

BY POST: Roads Department, Civic Offices, Dungarvan, Waterford.

*FOR OFFICE USE ONLY: Receipt date and Number \_\_\_\_\_*  
*Receipt code: 6TRA002*

## Notes to the Applicant

### **Note 1: Work Method Statement / Traffic Management Plan**

Where it is proposed to place a Skip on or near a carriageway a Work Method Statement / Traffic Management Plan, which includes the following, must be submitted:

- ☐ Proposed arrangements to ensure minimum impact on traffic flow.

### **Note 2: Traffic and Pedestrian Management Plan**

Where it is proposed to place a Skip on or near a footpath a Traffic and Pedestrian Management Plan, which includes the following, must be submitted:

- ☐ Arrangements for Pedestrian Diversions including proposals for temporary footpaths, ramps, signage, fencing etc.

### **Note 3: Map/ Sketch of Planned placement of skip**

Dimensions showing on map or sketch access for vehicular and pedestrian traffic.

### **Note 4: Closed lid**

location within the city bounds must have a closed lockable lid when left overnight.

## ***A Skip Placement Licence will be issued subject to the following General Conditions***

1. This Licence will only apply to areas within the jurisdiction of Waterford City & County Council.
2. The licensee, as well as complying with the General and Specific conditions attaching to the Skip Placement Licence, shall comply with section 72 of the Roads Act 1993, Waterford City & County Council Bye-Laws for the Regulation & Control of Skips 2015 as well as all appropriate national and local legislation including Health & Safety legislation.
3. In the execution of the work to which this licence relates, the licensee shall exercise all reasonable care to avoid inconvenience to pedestrians and vehicular traffic.
4. On completion of the works, the public road shall be cleaned and restored, and any damage made good to the satisfaction Waterford City & County Council. On default Waterford City & County Council may execute any necessary works and recover the cost from the Applicant/Deposit.
5. All costs incurred by Waterford City & County Council or a Service Provider, including repairs to the public road and services necessary arising as a result of this licence, shall be at the expense of the licensee.
7. No claim for compensation shall be entertained in respect of damages or losses suffered as a direct or indirect consequence of the maintenance requirements of Waterford City & County Council or any service provider.
8. On the direction of An Garda Siochana or an authorised employee of Waterford City & County Council, a skip must be immediately removed and safe provision made for pedestrians and vehicular traffic flow.
9. The licensee shall be required to remove all skips for particular events or dates on written notification from an authorised employee of Waterford City & County Council or a local District Superintendent of An Garda Siochana.
10. The licensee, unless expressly permitted by this licence, is not to cause, permit or suffer any bills, notices, papers or other advertisements to be posted on any skip.
11. A skip shall not, at any time be placed on or allowed to remain on a public road:
  - a) At a taxi stand
  - b) In any place, position or manner that may result in the skip obstructing, delaying or interfering with the entrance to or the exit from a Fire Station, Ambulance Station, Hospital or Garda Station
  - c) In any place, position or manner that may result in the skip obstructing an entrance for vehicles to premises, except when the hirer of the skip who is the occupier of such premises consents
  - d) On a pedestrian crossing, or at pedestrian lights or within 15 metres (on approach side) or 5 metres (on the side other than the approach side) , of a pedestrian crossing or pedestrian lights or any part of a pedestrian crossing complex
  - e) Within 15 metres (on the approach side) or within 5 metres (on the side other than the approach side), of a signal controlled junction
  - f) Within 15 metres (on the approach side) or within 5 metres (on the side other than the approach side) of an uncontrolled road junction
  - g) Either wholly or partly on a median strip
  - h) In any location likely in the opinion of An Authorised Person to cause a hazard to any road user or to a member of the public
  - i) In any location prohibited by an Authorised Person
  - j) On a cycleway / Bus Stop or A disabled persons parking bay
  - k) On a water main cover, sewer manholes or service access points for Waterford City & County Council, ESB, Gas Company or Telecom services
  - n) In any place, position or manner that may result in the skip obstructing fire hydrant or public lighting & associated equipment.

o) In any place, position or manner that may result in the skip obstructing the visibility at a junction or access to a property.

12. A skip shall not be placed or allowed to remain on a public road (restricted times/conditions):

a) on a part of which is a casual trading area , during hours of trading

b) on a clearway during the periods when the clearway is in operation

c) on a bus lane during the periods when the bus lane is in operation

d) on a footway or footpath unless previously authorised in writing by Waterford City & County Council

e) Skips may only be placed in parking controlled areas with the prior written approval of Waterford City & County Council upon payment of such sums shall in the opinion of Waterford City & County Council indemnify it in respect of lost revenue caused by the placement of a skip(s) in such parking controlled area(s)

13. Skips

Each skip placed or left on a public road shall –

(a) Plywood sheeting or other suitable material to be placed under a skip where it may be required e.g. **(paved areas)**.

(b) have permanently attached horizontal reflected markings of a type clearly visible to road users which  
- are at least 150 millimetres high; and  
- extend along the full length of all sides, approximately half-way between the top and bottom of the skip; and

(c) be marked on all sides with the name, address, telephone number and licence number of the skip operator in clearly legible indelible illuminated or reflected lettering at least 125 millimetres high ; and

(d) not be painted in any colour likely to decrease visibility at night ; and

(e) be maintained in a clean and safe condition , without sharp edges or rust

(f) have a unique identity number in numerals 100 millimetres high

14. A skip placed or allowed to remain on a public road shall not be placed closer than one metre to a drainage gully

15. A skip sited on a roadway shall be sited so that the longer sides of the skip are parallel or approximately parallel to the kerb and with the inner or near side, a maximum of 225 millimetres from the kerb face, but without obstructing the drainage channel which must at all times be kept clear of spoil or rubbish being loaded

16. Skip operators shall ensure that no skip is loaded higher than one metre above the upper edge of the skip and shall include such a condition in any contract for hire of a skip to third party

17. Skip operators shall ensure that skips are not used for the disposal of any hazardous or noxious material and shall include such a condition in any contract for hire of a skip to a third party

18. Skip operators shall ensure that each skip shall be provided with a secure cover which shall be put in place at times when the skip has been fully loaded and when the loaded skip is being transported

19. An Authorised Person may restrict the capacity, or the dimensions, length and / or width of a skip at a particular location. Any direction from an Authorised Person to remove a skip or replace it with a smaller skip shall be complied with within 24 hours or any lesser time in excess of two hours that may be ordered.

20. Skips not removed in accordance with paragraph (7) above may and / or be removed by Waterford City & County Council or its agents. In such cases, the full cost of

(a) loading and / or unloading ;

(b) the dumping of the contents

(c) the transport and storage of the skip(s) and ;

(d) all administrative and other costs arising from same shall be charged against the skip operator in accordance with the charges set out in the Road Traffic (Removal, Storage and Disposal of Vehicles ) Regulations, 1983 to 1998 and shall be payable within 7 days by operator ;

21. The design of skips shall not incorporate any feature which may cause hazard or injury to the public. Waterford City & County Council may direct that modifications be made to any skip when in the opinion of the Authorised Person a hazard to the public may arise and such direction must be complied with by the skip operator.

22. Upon the issue of a direction or a modification to the skip operator neither the skip requiring modification nor any similar skip may be deposited by the skip operator within the administrative area of Waterford City & County Council until the necessary modifications(s) have been completed to the satisfaction of Waterford City & County Council
- 23 Waterford City & County Council reserves the right to remove or arrange to have removed any skip, placed on a public road, that does not have a licence in accordance with section 72 of the Roads Act 1993 & Waterford City & County Council Bye-Laws for the Regulation & Control of Skips 2015 or is considered to present an immediate and serious hazard to persons using the public road.
24. Waterford City & County Council reserves the right to refuse, cancel, withdraw, suspend or vary the terms of the Licence at any time. No claim for damages or loss of income under any heading shall be taken against Waterford City & County Council for refusing, suspending, cancelling, withdrawing or varying the terms of the licence.
25. Failure to comply with the terms and conditions of this Licence constitutes an offence which is subject on summary conviction to a fine not exceeding €1,270 or at the discretion of the Court, to imprisonment for a term not exceeding six months, or to both such fine and imprisonment.
26. A Skip shall not be placed on a public road until a Skip Placement Licence has been issued by Waterford City & County Council.
27. A Skip Placement Licence will only be issued to a Skip Operator holding a current Skip Operators Licence from Waterford City & County Council. All fees due are payable by the hirer and a licence will not be issued until all appropriate fees are paid.
28. The Applicant must provide evidence of Public Liability Insurance cover and **Employer's Liability Insurance cover and for limits of not less than €6.5 million and €13 million respectively** in respect of legal liability for bodily injury or third party property damage claims arising in connection with the activities, the subject of this application, for the duration of the licence period. These policies must be extended to indemnify Waterford City & County Council. Waterford City & County Council reserves the right to review this limit of indemnity for adequacy. The insurance policy shall be submitted for inspection before the Licence will be issued. The licensee is required to maintain a valid policy for the duration of the licence period.
29. This licence shall be retained on company premises for inspection by authorised employees of Waterford City & County Council or members of An Garda Síochána.