



Form SPL
LICENCE APPLICATION TO PLACE A SKIP ON A PUBLIC ROAD/FOOTPATH

Applicant: _____
(applicant must hold Skip Operators Licence)

Skip Operators Licence No: _____ **Applicant Ref:** _____

Address of Applicant: _____

Designated Contact Person: _____ **Tel No: DAY:** _____ **NIGHT:** _____

Name of Hirer: _____

Address of Hirer: _____

Tel No of Hirer: DAY: _____ **MOBILE:** _____ **FAX:** _____

Exact Location of Proposed Skip Placement: _____

Reason for Skip: _____

Length of Skip: _____ metres **Width of Skip:** _____ metres **Depth of Skip:** _____

Indicate if the following relate to this application:

Extension of time for a previous licence: Yes No If Yes, insert original Licence No. _____

Is the Skip to be placed in a Casual Trading Area: Yes No If Yes, see condition 12 (a)

Is the Skip to be placed in a Clearway: Yes No If Yes, see condition 12 (b)

Is the Skip to be placed in a Bus Lane/ Green Route: Yes No If Yes, see condition 12 (c)

Are Traffic Lanes Affected: Yes No If Yes, how many? _____ (Inbound) _____ (Outbound)

Are Disc Parking Spaces affected: Yes No If Yes, how many? _____

Is a Road Closure required: Yes No If Yes, complete Form R1.

Are Footpaths affected: Yes No **If Yes, see condition 17 (d) and text below.**

If it is proposed to place a skip on a footpath the applicant must submit a proposal with this form as to how it is proposed to protect the underlying footpath. Furthermore if pedestrian movement is affected, the applicant must submit a Pedestrian Management Plan.

Planned duration of Skip Placement: _____ days **Dates From** _____ **To:** _____
 _____ Hours **From** _____ **To:** _____

THE FOLLOWING MUST ACCOMPANY THIS APPLICATION:

- (i) A detailed plan / sketch showing the proposed location of the Skip, its exact dimensions, surface protection etc.
- (ii) A Work Method Statement/Traffic Management Plan. (See Note 1)
- (iii) A Pedestrian Management Plan (See Note 2)
- (iv) Application Fee. (See Note 3)

I hereby apply for a licence to place a skip on the public road at the location specified above. I agree to be bound by the general conditions as specified and any specific conditions imposed by Cork City Council. I agree to comply with Section 72 of the Roads Act 1993 and Cork City Council Bye-Laws for the Regulation and Control of Skips 2000.

I shall be solely liable for and shall indemnify Cork City Council from and against all claims in respect of injury or damage to persons or property that may be occasioned in connection with or arising out of this application and/or the activities associated with or arising thereout and against all actions or proceedings that may at any time be brought against Cork City Council in consequence of such injury or damage and against all costs expenses and liability connected therewith.

Designated Contact Person/ Co-ordinator of Safety and Health on site: _____

Mobile Tel. No. _____ **Tel No. Night** _____ **(BLOCK CAPITALS)**

Date : _____ **Signed:** _____

NAME: (BLOCK CAPITALS) _____

For official use only

Application Ref. No:		Deposit:	€
Road Impact Number:		Receipt Number:	
Application Fee:	€	Footpath Charge:	€
Receipt Number:		Parking Charge:	€
Date Licence Issued:		Receipt Number:	

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 Cork City 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, Cork City Council Bye-Laws for the Regulation & Control of Skips 2000 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. Prior to commencement of works, a set of colour photographs (Minimum 5 x 7) will be required of the location where the Skip is to be placed and submitted as part of the application. Such set of photographs shall be taken utilising a 35mm camera and prints shall be provided in albums that are catalogued and cross referenced. Failure to provide such prior photographic evidence will confirm to Cork City Council that all areas in its charge, affected by or adjacent to the works, are in pristine condition.
5. On completion of the works, the public road shall be cleaned and restored, and any damage made good to the satisfaction of Cork City Council. On default Cork City Council may execute any necessary works and recover the cost from the Applicant/Deposit.
6. All costs incurred by Cork City 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 Cork City Council or any service provider.
8. On the direction of An Garda Síochána or an authorised employee of Cork City Council, a skip must be immediately removed and safe provision made for pedestrians and vehicular traffic flow. The reasons for ordering a cessation will be confirmed subsequently in writing.
9. The licensee shall be required to remove all skips for particular events or dates on written notification from an authorised employee of Cork City Council or a local District Superintendent of An Garda Síochána.
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 40 metres (on the approach side) or within 10 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
 - k) At a Bus Stop
 - l) A disabled persons parking bay
 - m) On a watermain cover, sewer manholes or service access points for Cork City Council, ESB, Gas Company or Telecom services
 - n) In any place, position or manner that may result in the skip obstructing fire hydrant
 - o) In any place, position or manner that may result in the skip obstructing public lighting & associated equipment
 - p) 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 Cork City Council
 - e) Skips may only be placed in parking controlled areas with the prior written approval of Cork City Council upon payment of such sums shall in the opinion of Cork City Council indemnify it in respect of lost revenue caused by the placement of a skip(s) in such parking controlled area(s)
13. Skips
 1. Each skip placed or left on a public road shall –
 - (a) 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
 - (b) 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
 - (c) not be painted in any colour likely to decrease visibility at night ; and
 - (d) be maintained in a clean and safe condition , without sharp edges or rust
 - (e) have a unique identity number in numerals 100 millimetres high
 2. A skip placed or allowed to remain on a public road shall not be placed closer than one metre to a drainage gully
 3. 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
 4. 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
 5. 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
 6. 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
 7. 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.
 8. Skips not removed in accordance with paragraph (7) above may and / or be removed by Cork City Council or it's 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 ;
 9. The design of skips shall not incorporate any feature which may cause hazard or injury to the public. Cork City 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.
 10. 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 Cork City Council until the necessary modifications(s) have been completed to the satisfaction of Cork City Council
14. Cork City 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 & Cork City Council Bye-Laws for the Regulation & Control of Skips 2000 or is considered to present an immediate and serious hazard to persons using the public road.
15. Cork City 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 Cork City Council for refusing, suspending, cancelling, withdrawing or varying the terms of the licence.
16. 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 €1270.00 or at the discretion of the Court, to imprisonment for a term not exceeding six months, or to both such fine and imprisonment.
17. A Skip shall not be placed on a public road until a Skip Placement Licence has been issued by Cork City Council.
18. A Skip Placement Licence will only be issued to a Skip Operator holding a current Skip Operators Licence from Cork City Council. All fees due are payable by the hirer and a licence will not be issued until all appropriate fees are paid.
19. The Applicant must provide evidence of Employer's and Public Liability Insurance cover for limits of not less than €13 million and €6.5 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 Cork City Council. Cork City 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.
20. Cork City Council reserves the right to require an applicant to enter into a Deposit agreement prior to the commencement of works. See note 3 (c) below for the deposit amount.
21. This licence shall be retained on company premises for inspection by authorised employees of Cork City Council or members of An Garda Síochána.

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: Pedestrian Management Plan

Where it is proposed to place a Skip on or near a footpath a 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: Fees

- (a) A non-refundable Application Fee of € 110 must accompany each application.
- (b) **Charges**
- | | |
|---------------------------------|----------------------------------------------------------------------|
| Placement on footpaths | € 28.00/day or part thereof |
| Placement in Disc Parking Space | €10.00/€ 20.00 per day or part thereof (2 Hour/ 1 Hour Parking Zone) |
- (c) **Refundable Deposit**
- | | |
|-------------------------------|----------------------------------------|
| Placement on Enhanced Surface | €425 per square meter occupied by Skip |
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Note: Application for a licence must be submitted a minimum of 14 days prior to the proposed commencement of works.

Sketch of Location