

**Date received:**

**Ref No:**

**HIGHWAYS ACT 1980**

**Section 139 - APPLICATION TO PLACE A BUILDER’S SKIP ON THE HIGHWAY**

|  |  |  |
| --- | --- | --- |
| **How to submit you completed form:**  **Email:**  [skip.permits@newcastle.gov.uk](mailto:skip.permits@newcastle.gov.uk)  **Post:**  Building Control Section  Newcastle City Council  Civic Centre  Newcastle upon Tyne  NE1 8QH  **You may also apply on line at:**  <https://eforms.newcastle.gov.uk/popup.aspx/>  RenderForm/?F.Name=k2hSFeJfXJr    For assistance in completing this form telephone:  0191 211 6102 |  | **Minimum notice for application to deposit a Builders’ Skip on the Highway:**   * **2 Working Days –** Skips placed in situations **not involving yellow line** **restrictions or City Centre locations.** Please note that for double yellow lines, permission will only be granted in exceptional circumstances. * **5 Working Days –** Skips placed in other situations including Metered bays, Pay and Display bays, Loading or Taxi bays.   For skips placed in parking bays it will also be necessary to contact Parking Control on (0191) 2772737 and pay for the appropriate parking suspension charge for the bay(s) that are to be taken up. (There is no suspension charge for skips placed in resident permit scheme parking places). Confirmation that permission has been obtained may be required in certain circumstances. |

**PLEASE USE BLACK INK AND BLOCK CAPITALS April 2023**

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| **1. Skip Hire Company details (The applicant)** |  |
| Name of Skip Hire Company: | Name of contact person: |
| Address: | Telephone number: |
| Out of hours contact telephone number (in case of emergency): |

|  |  |
| --- | --- |
| **2. Client Details (person requiring the Skip)** |  |
| Name: | Telephone number: |
| Company (if applicable): | Out of hours contact telephone number (in case of emergency): |

**3. Location of Skip(s) 4. Highway Position** (pleasetick the appropriate box)

|  |  |  |  |
| --- | --- | --- | --- |
| Address: |  |  | front carriageway |
|  |  | rear carriageway |
|  |  | side carriageway |
| If other position, please specify: | |
| Postcode: |  |

**5. When will the skip be required?** (Maximum 28 days)

|  |  |
| --- | --- |
| From (date): | Until (date): |

**6. Details of Public Liability Insurance** (This Section is to be completed if you have NOT previously supplied the information to Building Control or your insurance details have since changed)

|  |  |
| --- | --- |
| Name of insurance company: | Level of cover (minimum £5 million required): |
| Address of insurance company: | End date of cover: |
| Policy number: |

**7. Permit Charge**

Consideration of the application for a permit will attract a payment of **£35.00** for the period specified (not exceeding 28 days). Permit applications withdrawn after submission to the council will be charged. The consideration of an application for a currently ‘unauthorised’ deposit of a skip on the highway will attract a charge of £105.00. The term ’unauthorised’ includes skips deposited before obtaining a permit or where a permit has expired.

**8. Payment of permit charge**

In signing the declaration below, the Skip Hire Company (as detailed in Section 1), agrees to receive a monthly invoice to recover the payment of this permit and other skip permit applications received from yourselves during the period. Payment shall be made within the terms of the invoice.

**9. Declaration**

|  |  |  |
| --- | --- | --- |
| I/we declare that the information provided is correct to the best of my/our knowledge and agree to deposit the skip in the position indicated and in accordance with the terms and conditions of the permit as outlined overleaf.  I/we confirm that my/our company carry Public Liability Insurance to a minimum value of £5 million as set out in Section 7.  I/we agree to the terms of payment for the permit as outlined in Section 8. | | |
| Signature of applicant: | Please print name: | Date: |

**IMPORTANT INFORMATION**

**SKIP PERMITS ISSUED BY NEWCASTLE CITY COUNCIL**

**In dealing with permits for the deposit of a skip on the highway, the City Council would wish to draw your attention to the limits of their responsibility within the terms of the Highways Act.**

Section 139(10) of the Highways Act 1980, states that:

*Nothing in this section is to be taken as authorising the creation of a nuisance or of a danger to users of the highway or as imposing on a highway authority by whom a permission has been granted under this section any liability for any injury, damage or loss resulting from the presence on a highway of the skip to which the permission relates.*

It is therefore incumbent upon the permit holder to ensure that the conditions attached to the permit are fully complied with and the requirements concerning the marking and lighting of the skip should be duly noted.

Any permit issued by the Council will be subject to a specified time period not exceeding 28 days. In the event that a skip remains on the highway after the expiry date without a further permit being issued to cover any subsequent period then the placing of the skip on the highway will be deemed to be unauthorised. This may result in enforcement action including removal as a matter of course. Please refer to Section 140 of the Highways Act regarding the provisions relating to the removal or repositioning of a skip deposited on the highway.

**7. Decision (for office use)**

|  |  |
| --- | --- |
| Decision: | Special conditions: |
| Authorising officer: |  |
| Date: |  |

**Section 139 Highways Act 1980**

**Permit to place a builder’s skip on the highway**

**Terms and Conditions**

1. The builder’s skip shall not exceed 5 metres in length and 2 metres in width and must comply with the appropriate Construction and Use Regulations.
2. Each skip shall be placed on the highway with its longer side parallel to the carriageway and as near to the edge of the carriageway as possible without obstructing any fire exit, access to property, bus stops, surface water drainage, fire hydrants, gullies, manholes or other apparatus.
3. Skips shall be marked and lit in accordance with the following requirements:
   1. each end of the skip shall be painted yellow with suitable marking in accordance with the Builders’ Skips (Markings) Regulations 1984;
   2. during the hours of darkness (that is to say the period between half an hour after sunset and half an hour before sunrise) an amber lamp shall be fixed securely to each corner of the skip and the lighting, signing and guarding of the skip shall conform to the requirements of Chapter 8 of the Traffic Signs Manual or as directed;
   3. warning lamps must be checked daily and kept clean.
   4. the skip shall be clearly marked with the owner’s name and address, and with his telephone number.
4. A minimum unobstructed carriageway width of 3.1 metres shall be maintained at all times.
5. When more than one skip is to be placed on the highway at any one time they shall be positioned as close as possible to each other without contravening any of the above conditions.
6. No skip shall contain any inflammable, explosive, noxious, dangerous or other material that is likely to putrefy or is likely to become a nuisance to users of the highway.
7. No skip shall be used in such a way that any of its contents fall onto the highway. Any spillage on the highway shall be removed at once.
8. Each skip shall be removed for emptying as soon as possible and in any case not later than 2 working days after it has been filled.
9. Each skip shall be removed at the expiration of the period for which the permission has been granted and the highway shall be left in a clean and tidy condition.
10. Skips provided in the City Centre shall be removed overnight or be of a type fitted with lockable covers.
11. Where rubbish chutes are used to fill a skip, the skip should be completely enclosed at the discharge point to prevent any escape of debris or dust.
12. No skip shall be placed on the footway or verge.
13. Any skip shall be carefully positioned and the permit holder will be liable for any damage to the highway resulting from the deposit and removal of the skip.
14. The skip permit is valid for the period indicated and for not more than twenty eight days. Renewal is not automatic and the appropriate notice period as specified on the application form should be allowed for in making a further application.
15. Evidence of Public Liability Insurance cover is required with a minimum level of £5 million.
16. In accordance with Section 140 of the Highways Act 1980 an officer from the Highway Authority or a constable in uniform may require the skip to be removed or repositioned.

April 2023