

**TERMS AND CONDITIONS FOR THE PLACING OF SKIPS ON THE PUBLIC HIGHWAY  
WITHIN THE LONDON BOROUGH OF RICHMOND UPON THAMES  
SECTIONS 139 & 140 OF THE HIGHWAYS ACT 1980**

**1. GENERAL**

- 1.1 No skip shall be deposited on any highway within the London Borough of Richmond upon Thames without first being in receipt of a written valid licence to do so. We do not allow 'wait and load' skips anywhere in the Borough. ALL skips deposited on the highway must be licensed even for short periods.
- 1.2 No skip shall remain on the highway pursuant to this permission after the period of the permission stated on the licence. To renew a licence you must make a fresh application.
- 1.3 Each licence issued permits a single skip to be deposited on the highway as specified on that licence. Licences are not transferable.
- 1.4 The skip owner shall allow a minimum of between 3 - 7 clear working days between submitting a licence application and the date on which the licence is intended to commence. 3 working days following the application date are required for processing licences in non-parking controlled zones and 5 working days required for processing licence and bay suspensions in locations within a controlled parking zone.
- 1.5 All skip companies must have a valid Public Liability Insurance Policy (minimum £5,000,000 indemnity) in place at all times and ensure that the Council is provided with a copy of the Policy confirmation.
- 1.6 All skip companies operating in the Borough must be registered with the Environment Agency as a waste carrier and/or broker at all times and provide proof of registration to the Council on request.
- 1.7 All skip companies must notify the Council of any changes to Company details or contact information to ensure licences remain valid.

**2. SPECIFICATION OF SKIPS**

- 2.1 Each skip shall not exceed 5 metres in length by 2 metres in width.
- 2.2 Each skip shall be clearly and indelibly marked with the owner's name and telephone number.
- 2.3 Each skip or group of skips shall be marked in accordance with the Builder's skips (Markings) Regulations 1984 copies of which are available on request. Each skip must have 4 reflective strips attached vertically to the outside edge of the skip so as to be visible to traffic at all times. These strips must be kept clean so as to remain reflective at all times.
- 2.4 During all hours of darkness a warning lamp shall be placed against or attached to each corner of the skip or the end corners of the row of skips where two or more skips are deposited in a row and the distance between adjacent skips does not exceed 2m. Each lamp shall have an illuminative power of not less than 1 candela and shall remain lit throughout hours of darkness.

### **3. POSITIONING OF SKIPS**

- 3.1 Each skip shall be deposited as stated above and shall be positioned so that its longer sides are parallel to the edge of the carriageway and as near to the edge of the carriageway as is reasonably practicable and so that it does not impede the surface water drainage of the highway nor obstruct access to any gully, manhole, fire hydrants or the apparatus of any statutory undertaker or the London Borough of Richmond upon Thames.
- 3.2 Skips must not be placed causing obstruction of the highway or access to premises unless the consent of the occupier of those premises has been obtained. Where more than one skip in one location is licensed on the highway at any one time the skips should be positioned adjacent and as close to each other as possible, and no more than 2 metres apart.
- 3.3 A skip must be removed or repositioned when required by the Police or the Council.
- 3.4 No skip should be placed on any footway or verge unless otherwise specified on licence.
- 3.5 In controlled parking zones skips should be placed in parking bays only. No skip should be placed in a loading/unloading/disabled parking bay.
- 3.6 No skip should be placed on any yellow or white lines, unless there is an official dispensation in writing from the Parking Team at the London Borough of Richmond upon Thames.
- 3.7 All skips to be placed at least 10m from any junction, bend or corner unless otherwise specified on licence.
- 3.8 All skips to be placed 20m away from any bus stop.
- 3.9 When 'R' controlled parking zone is in effect (on some rugby match days at Twickenham Rugby Stadium), for the majority of roads skips must only be placed in parking bays and not on any single yellow lines unless licence specifies 'No Skips are Allowed'. When 'R' zone is not in effect, for the majority of roads skips can be placed in parking bays and on single yellow lines unless licence specifies 'No Skips are Allowed'.
- 3.9 No permission is given for any skip to be placed on any red route. You should apply to Transport for London (TfL) as the Highway Authority for red routes for a highway licence by email at [centrallicencing@tfl.gov.uk](mailto:centrallicencing@tfl.gov.uk).

### **4. CONTENTS OF SKIPS**

- 4.1 No skip, when standing in the highway, shall contain any asbestos, inflammable, explosive, noxious or dangerous material or any material which is likely to putrefy or which otherwise is, or is likely to become, a nuisance to users of the highway.
- 4.2 No skip shall be used in such a way that any of its contents fall on to the highway, or that there is an escape of dust from the contents of the skip when standing on the Highway.
- 4.3 Each skip shall be removed for emptying as soon as practicable, and in any case no later than 24 hours after notification that it has been filled has been made.
- 4.4 All materials placed in each skip shall be properly and legally disposed of and the highway where the skip(s) have been deposited shall be left in a clean, tidy, and undamaged condition. Any damage caused to the highway should be reported to the Council and the owner of the skip will be held responsible for the cost of reinstatement.

## 5. SANCTIONS

- 5.1 Companies whose conduct falls short of that which can be reasonably expected of a business to be conducted in a proper and lawful manner may be excluded from the Council's approved list of skip companies for a period of time or permanently.
- 5.2 Examples of conduct that is likely to lead to removal from the Council list, includes (and is not limited to):
- i. Persistent offences in relation to the deposit of skips on the highway
  - ii. Successful prosecution for offences in relation to the deposit of skips on the highway
  - iii. Successful prosecution for offences in relation to the transport or disposal of waste
- 5.3 Removal from the list remains at the Council's complete discretion.

**The Highway Authority may seek to rectify any skip that is not placed in accordance with the above schedule and the cost of carrying out such works will be charged to the company / person depositing the skip. In particular this will apply to the lighting of the skip and keeping this area clean.**

**At all times you must comply with a request from the London Borough of Richmond upon Thames in relation to a skip on the highway. Failure to do so may result in formal enforcement action being taken against you.**