Aston University

Guidance on the placement & use of waste skips by Contractors

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Introduction

This document provides guidance to the University's contractor's and sub-contractor's regarding the safe management* of waste in skips awaiting disposal in order to:

- minimise the likelihood of fire;
- limit any associated health and environmental issues;
- ensure that safe means of access to and egress from the campus site is maintained at all times.

(*The University and its contactors have responsibilities under the Regulatory Reform (Fire Safety) Order 2005, the Environmental Protection Act 1990, and the Road Traffic Regulations Act, 1984.)

Skip Design/Dimensions

- Each skip must be no larger than 5 metres in length by 2 metres in width, if it is to be left on the public highway.
- Where possible, skips should have lockable lids to prevent arson attacks; if this is not possible then a fence must be erected to minimise unauthorised access to the skip and its contents.

Skip Markings

- Each skip must be clearly marked with the skip owner's or supplier's name and telephone number and all markings must also be kept clean and visible at all times.

<u>Public Highway</u>

- The sides of the skip facing traffic in both directions, must be painted yellow and must be fitted with vertical red and yellow fluorescent reflective markings. These markings must comply with British Standard BS AU152.
- Markings must be fitted as near as possible to the top outer corners of the ends of the skip, but no higher than 1.5 metres above ground level. The markings must not be fitted to lids and should only be fitted to a door when it is not possible to put markings on the end of the skip. When a marking has to be fitted to a door, the door should be kept closed, unless loading or unloading is actually taking place.

<u>On-campus</u>

- Where the position of the skip may present a danger to drivers or pedestrians, the requirements under the 'public highway' section above shall apply.

Skip Location

Public Highway

- Permission must be sought where a skip cannot be placed at least 8 meters away from any building if containing combustibles. Skips containing rubble only may be placed next to a building where there is a safe hard standing area and the conditions below can be me;
- Skips are to be sited in a roadway unless the University has granted permission for the skip to be placed elsewhere;
- Positioned on the road so that its longest sides are parallel to the edge of the road and are as near to the edge/gutter of the road as is possible;
- Positioned at least 15 metres from a junction, unless permission has been granted to site it closer.

On-campus

- Permission must be sought where a skip cannot be placed at least 8 meters away from any building if containing combustibles. Skips containing rubble only may be placed next to a building where there is a safe hard standing area and the conditions below can be me;

If permission is granted to place skips on a footway or grass verge, care must be taken not to cause any damage.

It must also be ensured* that ALL skips:

- do not obstruct access to premises;
- do not obstruct escape routes;
- do not obstruct access to fire hydrants;
- are not sited in fire brigade access routes;
- do not obstruct drivers and pedestrians in any way;
- do not prevent water drainage on the road or obstruct manholes or stop any functions that are need to be carried out by the University.

(*Unless special permission has been given by the University).

Provision of Warnings, lights etc

Public Highway

Skips placed on the public highway require traffic cones on the approach side to guide traffic safely past them.

During hours of darkness or in bad weather conditions, skips must be marked by amber flashing lights which are placed against the skip or attached to each corner of it. If there are 2 or more skips with less than 2 metres between them, lights can be put on the end corners of the row of skips. If the skip or skips are positioned on the road, lights should be placed between each of the road cones.

[Note that if the University becomes aware of an unsafe/unmarked skip, a charge will be made by the University if contractors have to be sent out to make a skip safe or to put lights on an unlit skip.]

Skip Filling/Skip Contents

- All rubbish must be placed in the skip not left on the ground nearby.
- A skip must not be overloaded.
- Contents of the skip must be kept covered, where possible, to prevent dust or other spillage onto the roadway.
- Skips must not contain any highly inflammable, explosive, toxic or other dangerous materials or anything which is likely to cause a nuisance to campus users.

Emptying Skips

- All materials placed in skips must be properly disposed of (this is the legal responsibility of the disposer, not the skip removal contractor).
- Full skips must be removed for emptying as soon as possible and in all cases not more than two working days after they have been filled.

Complaints/Reporting Procedures

Complaints about the locations or safety of skips should be reported using the below contact details.

Further information/Contact Details

Mr David White
Fire Safety Adviser
Safety Office
0121 204 4805
whiteda@aston.ac.uk