

### **Street Maintenance Policy and procedure for budget expenditure.**

When suggesting additional work individual members are asked to identify the following:

- what additional work they want;
- why they consider it is needed (whether it is for practical or aesthetic reasons);
- (if known) whether the land/vegetation is highway or private. If private can they identify the property owner/house number etc.
- have they reported the problem to the Highway Authority at any time (reference number to be given if possible)?

The Environment Committee will consider requests for the budget to be allocated and has identified the following criteria/requirements that need to be considered before a decision is made.

Is the issue on Highway property (verges/footways) and have reasonable attempts been made to get the Highway Authority to do the work?

Encroaching vegetation from private property. The Highway Authority can send a letter requiring the work be done and this can be arranged via the Highway Inspector<sup>1</sup>. Alternatively the parish council will send its own letter.

Footways, especially if on a school, cycle or access to public facilities route are considered a priority by the Environment Committee. Salt bins are now only supplied if the County Councillor pays for them.

Vision splays are a H & S issue if they are overgrown and should be cut as and when required. This is the same as vegetation around speed signs and highway directional signs. KCC now works to a safety critical policy<sup>2</sup> which often means work requested is refused.

When considering projects Environment Committee should consider the following

- Whether the request is commensurate with the possible cost.
- H & S issues if it is going to arrange for work to be done.
- Who uses the footway, footpath etc?
- Why is it used (does it connect to a bus stop etc.)?
- Benefit to the wider community.
- Is it a 'make it pretty' request or a practical request?

There is a limited budget for work and where possible problem areas will be given priority. The Environment Committee can consider work for aesthetic reasons but these should not take priority over work needed for practical reasons. Funds will be normally be released in quarterly amounts.

### **Street Maintenance Procedure for submitting projects for consideration.**

Members identify precisely what work they want done. Where possible this is to include site plans, approx.. measurements and photographs.

The request is submitted to the Environment Committee to decide whether they agree in principle to the project, at this stage it might be possible to give an indication of cost of the work.

The parish office will work with the members to draw up a job specification.

Quotes can then be obtained and the Environment Committee can then agree whether to fund the project. The office will then obtain any permissions required or arrange the work.

Ref. Policy/Street maintenance policy and procedure 2015.

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<sup>1</sup> In the past it has proved difficult to get KCC to send such letters.

<sup>2</sup> KCC has never, despite requests supplied the safety criterial criteria