

**COMMUNITY SELF-HELP SCHEME**



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**FOR ENGAGING SUFFOLK HIGHWAYS**

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### **1. INTRODUCTION**

- 1.1 Suffolk County Council, as the highway authority, has a duty to uphold and protect the rights of the public to use and enjoy all highways for which it is responsible.
- 1.2 Suffolk County Council, as the highway authority, remains bound by statute (ref. Highways Act 1980) to maintain the highway network in a safe condition. The County Council sets out in its policies the level of service it will provide to discharge its duty to maintain.
- 1.3 Suffolk Highways maintains the highway network in Suffolk in accordance with Suffolk County Council's Highway Maintenance Operational Plan ("HMOP") and Highway Infrastructure Asset Management Plan ("HIAMP").
- 1.4 The purpose of this agreement is to enable a local council to engage Suffolk Highways for works that are either over and above the standard set out in the HIAMP or that do not meet the intervention criteria set out in the HMOP.

### **2. TERMS of the AGREEMENT**

The following terms apply:

- 2.1 Suffolk County Council commits to make available a Suffolk Highways operational gang to undertake general maintenance work requested subject to:
  - The work being a minimum of one week in duration
  - The location, nature and scale of work being clearly defined
  - A lead-in period of at least 14 weeks, thereby allowing sufficient time to secure road space, including any road closures through temporary traffic regulation orders
  - The requested work not conflicting with any similar work planned by Suffolk Highways at that location within the following 12-month period
  - An estimate of the cost of the works being provided in advance of such work being formally commissioned
- 2.2 The local council commits to:
  - Paying all costs incurred by Suffolk County Council in carrying out the work
  - Settling any invoices for such work within 28 calendar days of receipt

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### 3. Scope of Works

Under the terms of this agreement, the following range of work may be undertaken:

- 3.1 Repairs to carriageway surfaces
- 3.2 Repairs and enhancements to footway and footpath surfaces
- 3.3 Repairs and enhancements to road network laybys and passing places
- 3.4 Siding out – the removal of excess grass, soil and weeds where it encroaches upon footpaths and footways.
- 3.5 Sign cleaning – the repair, repositioning or cleaning of highway signs
- 3.6 Vegetation clearance – cutting back roadside growth of trees, hedges and shrubs that either partly obstruct the highway or obscure road signs.
- 3.7 Other works – as agreed with Suffolk Highways' Engagement Officer or other nominated authorised Suffolk Highways representative.

### 4. Signatures

4.1 Signed and dated on behalf of Suffolk County Council by:

Name (print) \_\_\_\_\_

Signature \_\_\_\_\_

Position/Role \_\_\_\_\_

Date \_\_\_\_\_

4.2 Signed and dated on behalf of .....Council by:

Name (print) \_\_\_\_\_

Signature \_\_\_\_\_

Position/Role \_\_\_\_\_

Date \_\_\_\_\_