

From: Ian Hollinrake <Ian.Hollinrake@hertfordshire.gov.uk>
Sent: 07 August 2019 13:37
To: Eric Buckmaster <Eric.Buckmaster@hertfordshire.gov.uk>
Cc: Richard Jones <Richard.Jones@hertfordshire.gov.uk>; Chrissy Jacques <Chrissy.Jacques@hertfordshire.gov.uk>

Subject: RE: Highways authority duties

Eric,

There is a wealth of information about Highways Together on our Website, which can be found by the link below:-

www.hertfordshire.gov.uk/highwaystogether

Colin will need to log in though, the user name is: **highways.together** and the password is: **t0wnp4rish** . The information contained on Highways Together within the Website is not in the public domain, it is for Town and Parish Council use only, hence the need to log in.

However generally speaking if a Parish or Town Council wish to engage in the Highways Together activity, then HCC will need to issue them with a letter of enablement, which is effectively the means of us giving them permission to do the work they identify. Ahead of this though, at least one Member of the Parish Council, or someone who will be engaged with the proposed work will need to attend a training course, to enable them to complete a Site Specific Risk Assessment for the works proposed.

Generally speaking though, Highways Together activities are limited to the following:-

- Tree maintenance (basal growth, obstructing branches)
- Cutting back overgrown vegetation, hedges etc
- Clearing overgrowth to edges of footways (siding out)
- Clearing leaves from footways and road gullies
- Weeding – removal and spraying footways & roadside
- Maintenance of existing planted areas
- Sign cleaning
- Re-paint street furniture

And are also generally limited to the following types of locations:-

- Local Access Roads
- 30mph speed limit or less
- With a footway
- With <250 pedestrians per day

That said however, it may be possible to undertake works outside the scope of the above, but the location will need to be assessed by Raj, in his capacity as the Ringways DSA for East Herts.

The work can be undertaken by volunteers (including the Community Payback scheme), or alternatively if costs are involved with sourcing the required labour / materials etc then HLB can be used to fund the work, on the basis that the funds requested are reasonable given the activity.

In terms of grass cutting, it is possible for the Parish to enter into an Agency Agreement with us to cut any highway verges within the Parish area, where we will pay the Parish a yearly sum, for the discharge of our of functions.

I have also had it confirmed that we will not consider delegating gully emptying functions, as this service is provided Strategically at a County Wide Level, however we may consider delegating ditch and grip clearance works.

Hopefully the above sets out the context, but if you need anything further, please let me know. It may still be useful to meet with Colin to discuss if he does wish to engage with us further in terms of Highways Together.

Regards,

Ian.

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