

**APPLICATION FORM**  
**COMMUNITY INVOLVEMENT SCHEME 2020/2021**

**TERMS AND CONDITIONS**

**The Local Community Contribution Rate** - options to participate in the Scheme are listed below and you are requested to tick your preferred option:

- |     |                                                                                                                                                                                                                                                             |                          |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| (a) | Local Authority will carry out all the necessary works and the local community will contribute a monetary contribution of 15% of the total cost of works.                                                                                                   | <input type="checkbox"/> |
| (b) | Where the local community contribution are willing to carry out up 30% of the value of the works on site, inclusive of materials, in consultation with District Engineer, no monetary contribution will be required to be paid directly to Local Authority. | <input type="checkbox"/> |
| (c) | Where the local community contribution is a combination of monetary and works then the local authority may set a minimum rate on a pro rata basis (between 15% and 30%).                                                                                    | <input type="checkbox"/> |

*For details of eligible works under the Community Involvement Scheme, please see Page 5.*

1. We, the undersigned, hereby apply to Waterford City and County Council to have the local road described hereunder repaired under the above Scheme.
2. We hereby appoint and delegate full power to: \_\_\_\_\_ **(Print name clearly)** of \_\_\_\_\_ to act for us in all correspondence and other business arising out of this application and we agree to be bound by applicants' representative's correspondence and acts.
3. We agree to pay the monetary contribution if required/requested, in accordance with the scheme, by the appropriate time period, as defined by Waterford City & County Council.
4. The District Engineer will contact the Applicants' Representative in regard to the work he/she considers appropriate for the beneficiaries to carry out or facilitate.
5. We agree to carry out works required of us under the control and supervision of the Council and to the specification of the Council.
6. We accept the Council must satisfy itself that the works have been completed in a satisfactory manner before accepting subsequent responsibility for the road.

Signature of Applicants' Representative: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Eircode \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

|     | Signature - Each applicant must personally sign below | Postal Address with Eircode to be submitted | Resident/Landowner |
|-----|-------------------------------------------------------|---------------------------------------------|--------------------|
| 1.  |                                                       |                                             |                    |
| 2.  |                                                       |                                             |                    |
| 3.  |                                                       |                                             |                    |
| 4.  |                                                       |                                             |                    |
| 5.  |                                                       |                                             |                    |
| 6.  |                                                       |                                             |                    |
| 7.  |                                                       |                                             |                    |
| 8.  |                                                       |                                             |                    |
| 9.  |                                                       |                                             |                    |
| 10. |                                                       |                                             |                    |
| 11. |                                                       |                                             |                    |
| 12. |                                                       |                                             |                    |
| 13. |                                                       |                                             |                    |
| 14. |                                                       |                                             |                    |
| 15. |                                                       |                                             |                    |
| 16. |                                                       |                                             |                    |

*Further signatures with postal addresses may be written on a separate sheet.*

## DETAILS OF ROAD

1. Location: Electoral Area: *Please tick as appropriate*

Dungarvan/Lismore

Comeragh

Metropolitan

2. Townland Name: \_\_\_\_\_

3. Exact location: *(Please submit location map, clearly marking road/footpath where proposed work starts and finishes. Applications will be returned if a map is not submitted)*

\_\_\_\_\_

4. Road Name and Number: \_\_\_\_\_

5. Number of Dwellings on Road: \_\_\_\_\_

6. Brief Description of Work Required: \_\_\_\_\_

\_\_\_\_\_

7. Length and width of road in metres: \_\_\_\_\_

8. Total Area of Work (Sq. M.): \_\_\_\_\_

9. Works proposed to be carried out by the applicants *(Where the local community contribution comprises of Options B or C above)*

\_\_\_\_\_

\_\_\_\_\_

10. Works required by the Local Authority: \_\_\_\_\_

\_\_\_\_\_

The Application Form must be fully completed and submitted with map showing the Townland, road marked in red and indicating the property owners by a numbering system which should relate to the Application Form. Maps can be accessed on Google Maps.

Application Forms will be returned in the absence of a map identifying the proposed road to be included in the Community Involvement Scheme.

**Privacy & Data Protection:**

*Personal information collected by Waterford City & County Council is done so in order for us to process your application. Legally we can process this information as it is necessary for us to comply with our statutory / legal obligations. The protection of your personal data is a key priority for the Council and your data will be processed in line with our Privacy policy which is available <http://www.waterfordcouncil.ie/administration/privacy-statement.htm> or hardcopy from our offices at Waterford City & County Council, City Hall, The Mall, Waterford. If you require further information regarding our Privacy Statement, you can contact us at [dataprotection@waterfordcouncil.ie](mailto:dataprotection@waterfordcouncil.ie) or write to us at: Data Protection Officer, Waterford City & County Council, City Hall, The Mall, Waterford, X91 PK17. Tel: 0761 102020*

Latest date for receipt of completed application forms is **4.00 p.m., Wednesday 14<sup>th</sup> August, 2019** and are to be returned to **Deirdre Moore, Roads Department, Civic Offices, Dungarvan, Co. Waterford - contact number - 0761 10 2023**

## **PARTICULARS OF COMMUNITY INVOLVEMENT SCHEME 2020/2021**

Waterford City and County Council operates a scheme for the improvement of Local Public Roads. The Council would seek a **minimum** contribution of 15% towards the cost of the proposed works from the immediate benefactors of the scheme.

The Scheme would operate on a basis similar to the Local Improvement Scheme, i.e. application made by the persons involved and the appointment of a representative of the applicants to liaise with the Council and to ensure that the contribution is paid.

The CIS will be based on community contributions within the range 15% to 30% and will be based on the following table:

| <b>Local Community Contribution Rate</b> | <b>Where Applicable</b>                                                                                                                                                  |
|------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 15%                                      | To avail of minimum rate community contribution must be monetary only – no works are undertaken by the local community                                                   |
| 30%                                      | Where the local community contribution comprises works only the minimum contribution rate will be 30%                                                                    |
| (between 15% and 30%)                    | Where the local community contribution is a combination of monetary and works then the local authority may set a minimum rate on a pro rata basis (between 15% and 30%). |

### **Eligible works under the CIS are as follows:**

#### **General (G):**

- Providing hard stands at field entrances
- Removal of grass verges or banks
- Site preparation works including the removal of grass from the centre of the road (where required)

#### **Drainage (D):**

- Opening, deepening and generally maintaining drains alongside roadway and adjoining land including the laying of drainage pipes, where appropriate
- Providing gully traps at suitable locations and piping to drains, where appropriate,
- Opening inlets
- Opening backshores
- Unlocking of shores/surface water drains

#### **Pavement Works (P):**

- Repair of potholes

- Surface dressing works
- Road strengthening works

**Footpaths (F):**

- Repair of footpaths
- Construction of new footpaths

An outline of the work necessary to improve the road must be included on the attached application form and must indicate the work proposed to be carried out by the applicants and the work proposed to be carried out by the Council and/or their nominated representative. The Council will agree the works to be carried out and by whom and will indicate the cost of the Council's proposed work and the local contribution payable.

If the proposal is taken up by the participants, their representative will liaise with the Council's District Engineer appointed for the purpose to finalise details of the work to be carried out by the residents and its time scale. When the agreed work is carried out and the contribution paid, the District Engineer or other Engineer appointed will arrange for the remainder of the works required on the road to be completed.

In the event of the work to be carried out by the residents not being undertaken within a reasonable period, a minimum of **2 months**, of the agreed commencement date, the application will be deemed to be withdrawn.

Projects will be prioritised by the Senior Engineer, Roads Department, on the basis of assessed needs and in accordance with the Scheme requirements.

Completed applications forms should be returned to **Deirdre Moore, Roads Department, Civic Offices, Dungarvan, Co. Waterford telephone 0761 10 2023** and the latest date for receipt of applications is **4.00 p.m., Wednesday, 14<sup>th</sup> August, 2019**

**Fergus Galvin,  
Director of Services,  
Roads, Water and Environment.**

**July 3<sup>rd</sup>, 2019**