



**KERRY COUNTY COUNCIL**

**APPLICATION FOR INCLUSION IN COMMUNITY INVOLVEMENT SCHEME  
TO IMPROVE PUBLIC ROADS**

1. Exact location of road: (include road number, townland and Electoral Area)  
\_\_\_\_\_
2. Exact location of where work should start and end:  
\_\_\_\_\_
3. Type of Works required:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Length of road to be included in scheme (meters): \_\_\_\_\_
5. Width of road to be included in scheme (meters): \_\_\_\_\_
6. Number of dwellings on the road in question: \_\_\_\_\_
7. Number of residents on the road in question: \_\_\_\_\_
8. Number of landowners (farms), other than residents on road: \_\_\_\_\_

Indicate by an "X" in the appropriate box(es) if residents are agreeable to the condition that beneficiaries are required to contribute a minimum of 8% of the cost of improvement works.

Yes ☐

No ☐

9. Indicate whether beneficiaries will be willing to facilitate any works which may include the following:

(1) Opening drains in adjoining lands

Yes ☐

No ☐

(2) Piped drainage under gateways

Yes ☐

No ☐

(3) Provision of hard stands on private lands in the vicinity of gateways and between the gateway and the metalled road surface

Yes ☐

No ☐

(4) Removal of overhanging trees to provide minimum clear height of 8m (25ft) above road surface.

Yes ☐

No ☐

The Area Engineer/Municipal District Engineer will contact the Applicants' Representative in regard to the work he/she considers appropriate for the beneficiaries to carry out or facilitate.

**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. The map can be obtained on google maps. Alternatively, if you have difficulty in obtaining a map, please contact your local Roads Area Office who will be in a position to provide same.**

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

## **Terms & Conditions**

1. We, the undersigned, being members of a local community in County Kerry, hereby apply to Kerry County Council for participation in the Community Involvement Scheme to improve local public roads.
2. We hereby appoint and delegate full power to: \_\_\_\_\_  
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 as required, in accordance with the scheme, by the appropriate time period, as defined by Kerry County Council.
4. We agree to carry out works required of us under the control and supervision of the Council and to the specification of the Council. We understand that claims arising from any works carried out by us outside the control and supervision of, or in a manner unsatisfactory to the Council, are not covered by the Council's insurance.
5. We accept the Council must satisfy itself that the works have been completed in a satisfactory manner before accepting subsequent responsibility for the road.
6. We accept to exclude all vehicles and mechanically propelled plant from the works we will carry out which do not have proper Tax/Motor Insurance Cover etc. (where appropriate)
7. We undertake to report immediately any accident or claim to the Council arising out of the works and accept that the Council will have sole control over the handling or settlement of the claim.
8. We undertake to be bound by the scheme's exclusion of claims made for injury, loss or damage to individual persons who are part of the group, employees of persons who are part of the group, or family members of persons who are part of the group.

Please complete the table below in respect of residents and landowners residing along the public road that is subject to this Community Involvement Scheme application.

<b>Name</b> <b>BLOCK CAPITALS</b>	<b>Postal Address</b> <b>BLOCK CAPITALS</b>	<b>Signature</b> Each applicant should personally sign the form	<b>Resident or</b> <b>landowner</b>

Further names and Signatures, with Postal Addresses, may be written on a separate sheet.

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

Contact Number for Applicants' Representative: Home: \_\_\_\_\_ Mobile: \_\_\_\_\_

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

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

Date: \_\_\_\_\_

**Completed application forms should be returned to:**  
**Roads Maintenance & Operational Services, Kerry County Council, Room 115,**  
**County Buildings, Rathass, Tralee, County Kerry.**

**Tel. 066-7183588**  
**Email: [roads@kerrycoco.ie](mailto:roads@kerrycoco.ie)**

On receipt of the completed application form, the Council will assess same under the following headings, and prioritise roads based on the criteria below.

**Table 1**

<b>Local contribution rates for the Community Involvement Scheme</b>	
<b>Minimum Local contribution rate</b>	<b>Where applicable</b>
8%	Local community contribution is monetary only - no works are undertaken by the local community
20%	Local community contribution comprises works only

**Certain requirements will apply to the Community Involvement Scheme**

1. The Council will assess the condition of the road under consideration using the Paving Rating Manual (rating range is 1 to 10 with 1 being very poor and 10 being excellent).
2. The Council will record the road length, width and the number of dwellings along the roads under consideration.
3. The Council will estimate the overall cost of each scheme taking account of material, labour, machinery and traffic management costs. The community contribution may in each case be in money or in kind (labour/machinery) or both. This will then determine the percentage contribution.
4. Taking into account the findings of points 1-3 above, the Council will then prioritise the roads for funding.

**The Scheme is limited to the most cost effective proposals submitted  
(subject to funding being made available)**