



COMHAIRLE CONTAE CHORCAI

CORK COUNTY COUNCIL

## COMMUNITY INVOLVEMENT SCHEME - APPLICATION FORM

*(Please read the attached explanatory Memorandum before completing this Application Form)*

Townland(s) /Location of Road: \_\_\_\_\_

Start of Proposed Works: \_\_\_\_\_

Finish of Proposed Works: \_\_\_\_\_

Approx. Length (metres): \_\_\_\_\_ Average width (metres): \_\_\_\_\_

Road No (if known): \_\_\_\_\_

State if the road is a cul de sac or through road: \_\_\_\_\_

No. of occupied dwellings: \_\_\_\_\_

Number of other non-resident land (property) owners: \_\_\_\_\_

Description of works required to road:

---

---

---

---

**Please note that a local financial contribution of 15% of the total estimated cost of the works as determined by the Council's Engineer is required. Once a Scheme is approved and payment is received, the Council will carry out all of the approved works, subject to availability of Grant funding.**

I, the undersigned hereby act as representative on behalf of the local community in respect of this application. I certify that the information shown is correct.

(Please complete in block letters)

Name: \_\_\_\_\_

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

Home Tel.No. \_\_\_\_\_ Mobile No. \_\_\_\_\_ email: \_\_\_\_\_

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

Completed Application form should be returned to your local Municipal District Engineer's office  
*Please see overleaf Cork County Council's Privacy & Data Protection Statement*

***Privacy & Data Protection:***

*Personal information collected by Cork 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 at <https://www.corkcoco.ie/Privacy-Policy> or hardcopy from our offices at County Hall, Carrigrohane Road, Cork, Ireland. Should you have any questions about our privacy policy or the information we hold about you, please contact us by email to [dpo@corkcoco.ie](mailto:dpo@corkcoco.ie) or write to us at Data Protection Officer, Cork County Council, County Hall, Carrigrohane Road, Cork, Ireland.*

**CORK COUNTY COUNCIL  
COMMUNITY INVOLVEMENT SCHEME**

**EXPLANATORY MEMORANDUM**

**GENERAL CONDITIONS OF THE SCHEME**

1. The Community Involvement Scheme is a joint venture approach between the Council and local communities, for the purpose of carrying out maintenance and improvement works on suitable Regional and Local Roads.
2. Applications will be assessed and estimated by Cork County Council and prioritised in accordance with the terms of the Scheme.
3. The value of the contribution by the local community will be **15%** of the estimated cost of the Scheme, as determined by the Council's Engineer. Cork County Council will only accept monetary contributions in advance from the community and will carry out all of the approved works on the Scheme, on payment of the required amount, subject to Grant funding being available to the Council.
4. Section 70 of the Roads Act, 1993 obliges landowners and occupiers of land to take all reasonable care to ensure that structures, trees, hedges and other vegetation on their land are not, or could not become, a danger to people using or working on a public road.
5. Section 76 of the Roads Act, 1976 obliges landowners and occupiers of land to take all reasonable steps to ensure that water can drain off a public road onto their land and to ensure that water, soil or other materials do not escape from their land / property onto the road.
6. The Council may decide not to proceed with the Scheme if :
  - a. The statutory obligations outlined at 4 & 5 above are not met,
  - b. The local contribution is not promptly made when requested, or
  - c. The Council has no matching grant funding to proceed.
7. It is a matter for the Community to agree on the amount each participant contributes. If individual participants wish to make separate payments, these will be accepted by the Council and separate receipts issued. However all payments should be made on the same date and should ideally be collected and brought to the Municipal District Engineer's Office, by the Community Representative.
8. The Scheme will be administered by each Municipal District Engineer's office, and the appointed representative can liaise with the Municipal District Engineer regarding their application.
9. Completed Applications should be returned to your local Municipal District Engineer's office.
10. If applicants are dissatisfied with any aspect of the works or have any issues relating to the works undertaken by the Council, they shall bring it to the attention of the Council's Engineer at the time of construction or immediately on completion of the works, as the Council will take no responsibility for any such issues subsequently arising.