



COMHAIRLE CONTAE CHORCAI

CORK COUNTY COUNCIL

LOCAL IMPROVEMENT SCHEME APPLICATION FORM

*Please read the attached terms and conditions before completing this Application Form
Please return completed form to your local Municipal District Engineer's office*

1. We the undersigned landowners in the Townland of _____ (as at 5 below), hereby apply for assistance by way of the carrying out of work involving the construction or improvement of a non-public road, as described below. If this application is approved, we understand that the work may be undertaken by Cork County Council as our Agent. We agree to be bound in all respects by the Terms & Conditions of the Scheme, as attached to this Application.

2. We hereby appoint the Representative named in (4) and delegate full power to him / her to act for us in all correspondence and other business arising from this application. We agree to be bound by all correspondence and actions of our Representative.

3. As appointed representative, I certify that No. (5) below contains the names of all Landowners and others whose lands/houses/properties would be served or benefitted by the work.

4. Representative		4(e) Postal address of representative
4(a) Name of Representative		
4(b) Signature of representative		
4(c) Telephone No. of representative		
4 (d) Email address of representative		

5. Name, Signature & postal address of each landowner participating in this scheme & benefiting from this grant (Additional names, signatures & addresses should be submitted on a separate sheet)		
Landowner Name (Block Capitals)	Landowner Signature	Landowner Postal address
a)		
b)		
c)		
d)		
e)		
f)		
g)		
h)		
i)		
j)		

6. Name of townland, the subject of grant aided works	
7. Municipal District in which townland is situated	
8. (a) Approximate road length (in metres) (b) Average road width (in metres)	
9. Describe start & end point of works	

10. Give a comprehensive description of the works proposed under this grant	
11. Does the proposal serve any outside families or the public?	
11 (a) If so, how?	
12. Does the proposal serve any community amenity / facility ?	
12 (a) If so, please give details	

13. Are all persons whose interests or lands that would be affected in any way by the proposed works, if carried out, prepared to give the necessary consent to the execution of the work?

14. Signature of representative who is submitting this application

15. Date of application _____

Privacy & Data Protection:

Personal information is collected by Cork County Council to enable the processing of your application. Cork County Council can legally process this information as it is necessary to comply with its statutory / legal obligations. Such information will be processed in line with the Council's Privacy policy which is available at www.corkcoco.ie

LOCAL IMPROVEMENT SCHEMES - TERMS AND CONDITIONS

1. Subject to the terms and conditions of the Local Improvement Scheme, a Road Authority may provide assistance by way of the carrying out of work involving the construction or improvement of an eligible non-public road.

An eligible non-public road is a road which shall be open to the public, and to which any one of the following applies:

- (a) provides access to parcels of lands of which at least 2 are owned or occupied by different persons engaged in separate agricultural activities, or
 - (b) Provides access for harvesting purposes (including turf or sea weed) for 2 or more persons separately and legitimately engaged in such activities, or
 - (c) Lead to houses and other important community amenities such as graveyards, beaches, piers, mountains, or other tourist / heritage sites, etc. Such amenity / facility can count as 1 of the land holders for the purposes of the Scheme.
2. The work must be strictly necessary (not merely ordinary maintenance) or of a kind which the Applicants could not be reasonably expected to do for themselves.
 3. It should be noted that "improvement" includes associated drainage works. Drainage works on their own **will not be eligible** under the Local Improvements Scheme. It will only be possible for drainage works to be carried out as part of a Local Improvement Scheme.
 4. Applications will be assessed and costed by Cork County Council and prioritised in accordance with the terms of the Scheme. The cost of the work (Cost of Labour, Materials and Equipment), is determined by the Council's Area Engineer and includes VAT. An Administration fee of 10% is also included in the overall cost of the project.
 5. Cork County Council will only accept monetary contributions from the community in advance 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.
 6. The proportion of Local Contribution is as follows:
 - a) **10%** of the overall cost of the project (inclusive of VAT and administration fee) for eligible roads with up to and including 5 householders / landowners, or

- b) **15%** of the overall cost of the project (inclusive of VAT and administration fee) for eligible roads with 6 or more householders / landowners.
 - c) The maximum amount of contribution payable by any individual household / landowner is capped at **€1,200**.
 - d) The maximum contribution cap is not being placed on the contribution of the Local Authority in relation to LIS roads that lead to important community amenities such as graveyards, beaches, piers, mountains, or other tourist / heritage sites, etc.
- 7.** The Applicants must decide amongst themselves how to organise their respective portions of the Local Contribution, and must arrange to collect the amount and lodge it with Cork County Council before the work begins.
- 8.** Contributions in kind (e.g. free labour or materials) will not be accepted in lieu of cash.
- 9.** The Council may decide not to proceed with the Scheme if:
- a. The local contribution is not promptly made when requested, or
 - b. The Council has no matching grant funding to proceed.
- 10.** All Landowners whose lands/interests may be affected by the proposed work must sign the prescribed form giving their full consent to the execution of the Work (including entry to their lands), before the work begins.
- 11.** The Applicants must arrange amongst themselves to provide to Cork County Council, without cost, any lands which may be required for the construction or widening of any roadway or drain.
- 12.** Cork County Council will arrange to carry out the work.
- 13.** Cork County Council at its discretion will decide on the specification of the work and on the best manner of carrying it out. The Applicants shall not have any claim against the Council for any imperfection which may exist in the finished work, nor for any failure to complete the full amount of the works anticipated.
- 14.** The carrying out of any works or the provision of assistance by Cork County Council under the Local Improvement Scheme does not make the Council liable for the maintenance of the non-public road in question nor impose any other duties or liabilities on the Council in respect of such road.