



Individually addressed to all
Town & Parish Councils

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Textphone: 0344 800 8011

Your Ref:
Date: 18 June 2015

My Ref: HI/12/GEN/DH/PD
Tel No.: 0344 800 8020
Email:

From the Cabinet Member for Planning and Transportation

Dear Sir/Madam

Delivering local highway improvements in partnership with Town and Parish Councils

I am delighted to inform you that due to the success of working in partnership with Parish/Town Councils for the last four years the Parish Partnership Scheme Initiative will be repeated in the financial year 2016/17, and will continue each year after that.

The County Council has allocated £300,000 on a 50/50 basis to fund schemes put forward by Town and Parish Councils to deliver projects that are priorities for local communities.

To encourage bids from Town and Parish Councils with annual incomes below £2,000, we will consider providing additional County Council funding (on a scheme by scheme basis). This will depend on the number and value of bids received, and evidence of income.

This letter provides more information on the process and invites you to submit bids, and explains how the County Council can support you in developing your ideas. We are sending it earlier than in previous years, to give you more time to develop proposals. The closing date will be 15 December 2015. If you need any advice in developing your ideas, especially around the practicalities and cost estimates, please consult your local Highway Engineers based at your local Area Office.

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Once all bids have been received we will assess them and inform you of our decision in March 2016.

What sort of schemes would be acceptable?

- Small lengths of formal footway
- Trods (a simplified and low cost footway)
- Improved crossing facilities
- Improvements to Public Rights of Way
- Flashing signs to tackle speeding. We would encourage you to consider Speed Awareness Mobile Signs, these mobile signs (SAM2-which flash up the driver's actual speed) rather than fixed signs (VAS- which flash up the speed limit). The number of fixed VAS in Norfolk has grown, and checks show that speed reduction can be minimal; we are therefore concerned that their effectiveness is becoming diluted. SAM2 mobile signs are moved around on an agreed rota and can be jointly purchased with neighbouring Parishes, and we believe consider these to be more effective at reducing speed. **SAM2 signs would be owned and maintained by the Parish/Town Council** (Whilst we will still consider fixed VAS in bids, in assessing these we will need to be satisfied that they will be more effective in reducing speed)
- Part-time 20mph signs with flashing warning lights, outside schools. The County Council trialed these in 2008/9, and generally had a favourable community response, with some moderate reductions in average speeds during peak times. Whilst the County Council supports the aspiration to have part-time, 20mph speed limits outside each school in Norfolk, to do this would cost in the region of £3.75 million

Schemes can be within or off the highway provided they are linked to the highway. If they are off highway the future responsibility for the maintenance will fall to the Parish or Town Council.

Schemes should be self-contained and not require other schemes or works to make them effective.

Schemes that support the Local Transport Plan objectives will have a higher priority for funding. The LTP can be found by clicking [here](#) (or visit our website, www.norfolk.gov.uk and search for "Local Transport Plan").

With the County Council's agreement Parishes can employ private contractors to deliver schemes. Any works on the highway would be subject to an agreed programme, inspection on completion, and the contractor having £10m public liability insurance.

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What schemes will not be considered?

- Bids for minor traffic management changes such as speed limits or waiting restrictions will not qualify
- Bids for installation of low-energy LED lighting in streetlights to help cut energy bills and maintenance

What information should you include in your bid?

- Details of the scheme, its cost and your contribution
- Who, and how many people will benefit
- How it supports the objectives of the Local Transport Plan
- Local support, particularly from your local Member, frontagers and land owners
- For 'off highway' schemes, your proposals for future maintenance

Please find a simple bid application form attached to this letter. When assessing your bid we will consider the points above, but also look at:

- The potential for casualty reduction
- Any ongoing maintenance costs for the County Council

Your bids should be emailed to the Capital Programme Manager, Paul Donnachie (email: paul.donnachie@norfolk.gov.uk) or posted for his attention to the above address. If you need further information on the bid process please contact Paul, by email or by phoning 01603 223097. For advice on the scheme practicalities and/or likely costs, please contact your local Highway Engineer.

Yours sincerely



Richard Coke
Chairman of Environment, Development and Transport Committee

Parish Partnership bid application form

Fund applied for:	Parish Partnership Fund
Applicant details:	
Submitted by/contact:	
Sum applied for:	
Total project cost:	
Project title:	
Project detail:	
Proposed start date:	
Proposed completion date:	
Any other funding:	
Reason for works:	
Any relevant supporting documents (eg supportive correspondence) :	
Discussed with:	