

Local Community Network
Parish Pilot – Highways (Exmoor)
Provision of a Highway Steward Scheme

Parish Steward Pilot Proposal

The proposed Parish Steward scheme is intended to provide a trained operative to deliver small scale discretionary highway works to town and parishes in the Exmoor Division.

The proposed Parish Steward Pilot specification is:

1. The Parish Steward is a skilled highway operative, in a branded vehicle, who visits parishes and towns to a defined works programme, but is also empowered to undertake ad hoc works when identified;
2. The Parish Steward only undertakes work on or adjacent to the publicly maintainable highway that benefits the safety of the travelling public;
3. The Parish Steward scheme delivers minor works within the capability of a single operative;
4. The parish or town council has a nominated highway representative who decides the local proprieties for the Parish Steward;
5. The identifying and issuing of works is undertaken by the parish or town council representative, preferably in collaboration with the teams based at the Area Highway Offices to avoid the risk of works duplication. However, the Pilot will explore direct engagement by the parish with the Parish Steward ensuring contemporary records of works are captured;
6. All the Local Highway discretionary services are delivered by the Parish Steward Scheme;
7. The Parish Steward will feedback to the parish or town council as requested.
8. The Parish Steward Scheme is only for discretionary parish works. Any statutory or safety-related work (potholes, damaged regulatory signs, etc.) should be reported in the usual way for the Highway Authority inspect and assess the appropriate response. (Leaving statutory or safety-related work to the next Parish Steward visit will slow the response and could put the safety of highway users at risk.)

The scope of the Parish Steward works could include;

Verge maintenance – grass cutting, hedge cutting, flower beds, general amenity areas, etc.

General service improvements – Additional grass cutting / strimming, sweeping, litter collection, weed removal, weed control, encroachment of vegetation over footways, removal of fly posting, street name plates cleaning and repair, fence repairs.



Drainage maintenance - cleaning existing grips and outfalls, localised ditching, hand cleaning gullies/channels, rodding of pipes

Signs (including reflector posts) - cleaning / painting and minor repairs.

And finally, acting as 'eyes and ears' for the community having regard to vulnerable people and anti-social behaviour.



Parish Steward Skills and Capabilities

- Safe working in the Highway
- Repair of a wide range of minor defects
- Underground apparatus detection
- Use of light plant and tools inc hand compactors, strimmer/brush cutter, chain saw
- A wide variety of other duties of value to the community

Images courtesy of Ringway and Wiltshire Council