



# Somerset County Council and Milestone Infrastructure

## Local Community Network (LCN)

### Highways Parish Pilot

Proposed works specification  
and process map (April 2022)



Parish works programme identification and prioritisation by Parishes



Parish works programme to be sent to the [HighwaySteward@somerset.gov.uk](mailto:HighwaySteward@somerset.gov.uk) where it will be reviewed and translate into a Task List for the Contractor



Contractor to issue works programme to Highway Steward and update Parishes on programme timeline, ensure tools and equipment, and health and safety checks are complete prior to works. (Programme communications needs to be resolved)



Highway Steward to undertake programmed and ad hoc works and liaise with Parishes as required and keep appropriate records



Records to be returned by the Contractor to Area Highways Office and Contractor for street maintenance history, measurement and payment

- Verges maintenance – grass cutting, hedge cutting, 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, highway 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.
- Any safety-related work (potholes, damaged regulatory signs, etc.) should be reported in the usual way for the Highway Authority to inspect and repair in the normal way.