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Assets & Infrastructure

Neighbourhoods

8-9 Billet Lane

Scunthorpe

North Lincolnshire

DN15 9YH

Clerk to Epworth Town Council
Cemetery Lodge
Burnham Road
EPWORTH
DN9 1BY

EMAIL: epworth.council@btconnect.com

Dear Sir / Madam

OPPORTUNITY TO TRANSFER RESPONSIBILITY FOR GRASS CUTTING TO THE TOWN & PARISH COUNCILS

Following a two-year pilot scheme with selected Town & Parish Councils (T&PCs), North Lincolnshire Council now offers the opportunity for all T&PCs to organise their own grass cutting in the calendar years 2020, 2021 and 2022. This scheme is in respect of:

1. **Highway Verges and Small Open Spaces** – amenity grass panels/roadside verges, generally within the 30mph speed limit zone

Full details of grass panels within your Parish are specified on a map (in green) and can be found on <http://s.northlincs.gov.uk/grasscutting>.

Based on this information and 9 cuts during the year, the grant payable to your Council for 2020 will be **£10,863.00**.

If accepted, you would agree to cut the verge grass to at least the minimum specification required by North Lincolnshire Council (currently 9 cuts per season on a three working week cycle to the length of 30mm, with strimming around obstructions, street furniture and arisings blown clear of footways).

You may cut the grass to a higher standard but there would be no additional payment for any extra work.

2. **Public Rights of Way (PROW)** – Bridleways, Footpaths, Restricted By-ways

Full details of the PROWs in your Parish can be found at <http://s.northlincs.gov.uk/grasscutting>.

Based on this information and 3 cuts during the year, the grant payable to your Council for 2020 will be **£4,023.00**.

You may cut the grass to a higher standard but no additional payment will be paid for any extra work. Timings of the cuts can be determined by your Council, but would typically be in May, late June and late August. The minimum specification required by North Lincolnshire Council would be a cut to the length of 50mm over a width of 1.5 metres for footpaths and 3 metres for other ways (where the physical width permits), and should include surface growth, overhanging growth (allowing a height of at least 6.5 feet on a footpath and ten feet on other ways), and growth around signposts, waymark posts and structures, such as bridges, gates and stiles; but not hedges (unless these are rooted within the path or way itself), nor crops, or trees, shrubs or other vegetation ostensibly being grown for commercial reasons.

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The scheme allows T&PCs to exercise flexibility in delivering the amenity grass cutting programme, but specifies minimum service standards to be achieved and this forms the basis of the grant award. Your T&PC will be able to retain in full any savings that you are able to realise.

Terms and Conditions can be viewed at <http://s.northlincs.gov.uk/grasscutting>. As soon as possible after 9 March 2020 you will need to follow the prompts to accept the Terms and Conditions by following this link so we can pay the grant to your T&PC. To assist us with our operational delivery plans, it would be helpful if you could give me a 'non-binding' indication of whether you wish to take up this opportunity as soon as possible. The deadline for accepting this offer by following the prompts is 25 March 2020. However, should your Council be interested in pursuing this opportunity, but are unable to meet this deadline, please contact me where alternative dates for accepting and commencement may be possible.

I list below some of the main issues in the Terms and Conditions around insurance, health and safety and handling any complaints:

- Your Council must obtain and maintain at its own cost a comprehensive insurance policy against all loss and damage for which the Parish Council are responsible under the terms of this Agreement in the sum of ten million pounds. It must produce the policy for inspection by North Lincolnshire Council on request.
- Your Council shall indemnify and keep indemnified North Lincolnshire Council, its servants or agents against all losses or claims of any nature whatsoever in respect of personal injury or damage to or loss of any property arising out of negligence on the part of the T&PC, its servants or agents in the performance of this Agreement. The sum so insured should be to a minimum of ten million pounds.
- Your Council must undertake the cutting operations in an orderly manner complying with all relevant safety regulations, including signing for public safety. Please refer to the Code of Practice for Safety at Street Works and Road Works for further information which can be found at <https://www.gov.uk/government/publications/safety-at-street-works-and-road-works>
- Your Council undertakes to effectively manage and respond to any complaints/community concerns received and will designate an officer and contact details to be maintained and updated for the duration of the Agreement.

I apologise that we were not able to offer this opportunity any earlier and appreciate the tight timescales to achieve a start date of 1 April 2020. If you wish accept this offer and cannot organise a contractor for the commencement date, we will organise the mowing and a pro rata adjustment will be made to the grant, based on the number of cuts remaining.

The grant will be paid in two equal instalments by BACS transfer on 30 June 2020 and 30 September 2020. The second payment is subject to a satisfactory inspection by a North Lincolnshire Council Officer.

If you have any questions about the contents of this letter please do not hesitate to contact me via the contact details above. I would also be happy to organise a meeting with yourselves if you feel this would be beneficial.

I look forward to hearing from you.

Yours faithfully



Andy Tate
Principal Neighbourhoods Officer (Service Transformation & Partnerships)