

APPENDIX 2

Services Devolved from Buckinghamshire Council

Devolved Activity	Service & Description	Minimum Standard	Health and Safety	Conditions and Restrictions	Current Standards and Frequencies
Urban Grass Cutting	Urban Grass Cutting - Cutting of urban grass verges, as defined on the Parish Overview Map provided.	Information on traffic signs is legible to oncoming road users. Cuttings must be left to mulch on the road side, disposed of commercially or composted in the community. They must not be taken to the local household recycling site.	Personal Protective equipment (PPE) is worn/used. Correct type of grass cutting equipment used for different environments (steep verges, etc). A risk assessment must be carried out. Legislation relating to safe working on/near carriageways must be observed. When using specialist equipment staff must be properly trained.	Staff undertaking work should be competent, familiar with the Red Book and the Code of Practice, and also adhere to Health & Safety requirements in terms of risk assessments and PPE.	Grass should be cut as frequently as necessary so as not to restrict visibility. Arisings should be kept away from road and pavement areas. Activity is frequency based, generally performed 6 times per year between March and October.
Hedging	Hedge cutting - Cutting hedges which are a danger to road users/pedestrians. Landowners must be found in the first instance and issued a hedge cutting notice. If they cannot be found or they have not cut the hedge (and it is still deemed a danger), Parishes will cut the hedge.	Information on traffic signs is legible to oncoming road users. Visual splays are clear.	Personal Protective equipment (PPE) is worn/used when working on/near carriageways. Legislation relating to safe working on/near carriageways must be observed. When using specialist equipment staff must be properly trained.	Staff undertaking work should be competent, familiar with the Red Book and the Code of Practice, and also adhere to Health and Safety requirements in terms of risk assessments and PPE.	No specific standards although hedges are usually be trimmed to A-shape, which promotes healthy growth. Activity is reactive, performed as required throughout the year, but with a general proviso to avoid the nesting season (April – August).
Siding Out	Siding out of overgrown footpaths - Preventing the encroachment of verge soil and growth onto the footpath. This is essential if overgrown footpaths are obscuring visual splays.	Access for all pedestrian users is maintained along the footpath.	Personal Protective equipment (PPE) is worn/used when working on/near carriageways. Legislation relating to safe working on/near carriageways must be observed. When using specialist equipment staff must be properly trained.	Staff undertaking work should be competent and also adhere to Health & Safety requirements in terms of risk assessments and PPE.	No specific standards. Maintain clear sight to mandatory traffic signs. Activity is reactive, performed as required throughout the year.

	<p>Trimming vegetation obstructing footpaths (or liaising with landowner to carry out where appropriate)</p> <p>- Where vegetation is obstructing footpaths this should be removed to ensure pedestrians can navigate the route.</p>	<p>Footpaths must be removed of all obstructions. Footpaths are accessible to pedestrians. Encroaching grass must be cut out of footpaths. Where landowners are involved they must be made aware of their obligations and prompted to clear footpaths.</p>	<p>Personal Protective equipment (PPE) is worn/used when working on/near carriageways. Legislation relating to safe working on/near carriageways must be observed. When using specialist equipment staff must be properly trained.</p>	<p>Staff undertaking work should be competent and also adhere to Health & Safety requirements in terms of risk assessments and PPE.</p>	<p>No specific standard. Maintain clear sight to mandatory traffic signs. Activity is reactive, performed as required throughout the year.</p>
Weed Killing	<p>Weed control of noxious and injurious types</p> <p>- Control the spread of weeds which can damage habits and agricultural land. These are:</p> <ul style="list-style-type: none"> • Common ragwort • Creeping thistle • Field thistle • Spear thistle • Curled and broad-leaved dock. 	<p>To maintain green cover and protect habitats. Do not apply herbicide within two metres of the centre of a hedgerow, watercourse or field ditch, or within one metre of the top of the bank of a watercourse or field ditch.</p>	<p>Specific training in safe use of chemicals. The employer is responsible for providing all PPE stated on the herbicide's label. Legislation relating to safe working on/near carriageways must be observed. When using specialist equipment staff must be properly trained.</p>	<p>Staff undertaking work should be LANTRA (or equivalent) accredited, trained and also adhere to Health and Safety requirements in terms of risk assessments and PPE.</p>	<p>There is no absolute requirement to eradicate weeds, but to control and reduce spread where possible. Injurious weeds in locations of public access should be eradicated.</p> <p>Activity is reactive, dependent upon identification of weed growth and method of control, carried out during the growing season (generally March to October).</p>
Maintenance	<p>Maintenance of BCC street furniture including minor repair or repainting</p> <p>- Maintaining street furniture (defined as above street-level, objects on and at rear of footpaths), such as sign-posts, signs, seating, cycle racks, decorative bollards and village gateway features.</p>	<p>Inspect street furniture and undertake minor repairs (e.g. replace loose clips, tightening nuts/bolts, remove graffiti and cleaning) or repainting, using approved items. Report major damage or vandalism to local LAT.</p>	<p>Personal Protective equipment (PPE) is worn/used when working on/near carriageways. Legislation relating to safe working on/near carriageways must be observed. When using specialist equipment staff must be properly trained.</p>	<p>EXCLUDES any items with electrical feed (i.e. lit), e.g. street lights, lighting columns, lit signs and lit bollards.</p> <p>Limited to BCC street furniture erected within the public highway (defined as above street-level, objects on and at rear of footpaths).</p>	<p>Unless activity is non-technical, seek advice from Parish Council on standard required, specification/colour of paint and approved materials list. Activity is reactive, carried out on a prioritised basis throughout the year.</p>
	<p>Minor repairs to traffic sign</p>	<p>Information on Hazard and Speed limit signs must be</p>			<p>Use sign clips and materials supplied through local</p>

	- Such as tightening of brackets where a sign has slipped. Signs that are badly damaged (e.g. bent, buckled) must be reported to TfB for repair.	clearly visible and legible to oncoming road users.			Buckinghamshire depot where possible. Consult Parish Council if in doubt. Activity is reactive, carried out on a prioritised basis throughout the year.
	Cleaning of traffic signs - Information on Hazard and Speed limit signs must be legible to oncoming motorists.	Signs must be clearly visible. It is advised that they are cleaned with cold soapy water and a brush.			Use sign clips and materials supplied through local depot where possible. Consult local LAT if in doubt. Activity is reactive, carried out on a prioritised basis throughout the year.
	Removal of fly posters and other illegal signs - Fly posters and signs which are illegally erected must be removed to ensure the general tidiness and maintenance of the network. This becomes essential if they obscure signs.	Limited to those erected within the public highway or attached to street furniture. Procedure outlined in footnote(1).		Limited to those erected in the public highway or attached to street furniture in accordance with procedure attached at Appendix C.	No specific standards exist. Activity is reactive, carried out on a prioritised basis throughout the year.
	Checking for obstructions to footpaths - Check that footpaths are clear of obstructions, such as scaffolding and debris, and arrange for removal. A vehicle blocking a vehicular access or footpath should be reported to the local police, as they have sole enforcement powers.	Footpaths are accessible for pedestrians.		N/A	No specific standard exists. Footpaths should where practicable remain clear for pedestrian usage over their entire width (usually 1.2m width minimum). Safety must be maintained at all times. Activity is reactive, carried out on a prioritised basis throughout the year.