



# LAOIS COUNTY COUNCIL

## LOCAL IMPROVEMENT SCHEME APPLICATION FORM

### Part 1: APPLICANT DETAILS

Name of Lead Applicant : \_\_\_\_\_

Postal Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

### Part 2: PARTICULARS OF WORKS FOR WHICH APPLICATION IS MADE

Townland(s): \_\_\_\_\_

Type of Work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approximate Length (Metres): \_\_\_\_\_

Exact location of work (describe where it starts and ends. **Include O.S. map (or equivalent) to show road/lane**): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Part 3: DETAILS OF LANDHOLDINGS AND OCCUPIED RESIDENCES**

**3.1 Landholdings**

Provide confirmation of:

- 3.1.1 Total Number of Landholders:
- 3.1.2 Landholders signatures (includes consent refer to pg. 6)
- 3.1.3 Postal Address
- 3.1.4 Each landholder shall provide evidence of their landholding, e.g. Folio/Herd Number.
- 3.1.5 Confirmation of Landholders engaged in Agricultural Activity
- 3.1.6 Map to be provided showing location of each landholding to which road provides access.

3.1.2 Signatures (each applicant must sign personally)	3.1.3 Postal Address	3.1.4 Evidence of Landholding (tick box opposite signature to confirm evidence is enclosed)	3.1.5 Agricultural Activity (tick if engaged in above)

**3.1.5** Confirmation of number of Landholders engaged in agricultural activity:

Names of applicants (**minimum of 2**) engaged in agricultural activities on the parcels of land accessed by the road project and a herd/flock number should be indicated in above table. Please attach a copy of the maps associated with Basic Payment Scheme application provided by the Department of Agriculture, Food and the Marine, or equivalent documentation

**3.1.6** All Maps attached showing location of each landholding to which road provides access.

**Note:** By signing the above, and becoming party to this application, you agree to the terms and conditions and consent as outlined on page 5 & 6 of this application. Please read these carefully.

### 3.2 Occupied Residences

Please provide details of: -

3.2.1 Total number of occupied residences

3.2.2 Signature

3.2.3 Postal Address

3.2.4 Map to be provided showing location of each occupied property on the road

<b>3.2.2 Signatures</b> (each applicant must sign personally)	<b>3.2.3 Postal Address</b>	<b>3.1.4 Evidence of Occupied Residence</b> (tick box opposite signature to confirm evidence is enclosed)

Note: By signing the above, and becoming party to this application, you agree to the terms and conditions as outlined on page 5 & 6 of this application. Please read these carefully.

### 3.3 Special Circumstances (if any)

#### 3.3.1 Disability/Health Issues (if relevant)

Provide details of residences disability/health issues, supported by appropriate documentation from relevant authority, e.g. HSE, Occupational Health, etc.

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### 3.3.2 Community/Amenity Access

Details of the road being used as access to community facilities (burial Grounds, sports facilities, etc.). Supporting documents to be provided from relevant community group.

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#### DATA PROTECTION CONSENT – Data Protection Acts 1988 to 2018

I, \_\_\_\_\_ consent to the collection and processing of the data provided by me, by Laois County Council and the sharing of this data with relevant agencies/bodies for the purposes of processing my application.

I agree that Laois County Council when assessing my application may contact other Government Departments including Department of Agriculture to confirm the information provided.

Any personal information which I provide may be shared/exchanged with other Government Departments/Agencies in accordance with the law and will be used by Laois County Council and other Agencies to carry out our legal obligations, for the detection of fraud or for the prevention of crime.

Laois County Council will treat all information and personal data you give us as confidential. We will retain your data for no longer than is necessary for the purpose of processing your application and in accordance with the Council's Retention Policy.

#### Part 4 Declaration

- (i) I have and understood the terms and conditions as outlined in the attached Schedule/Terms and Conditions and the data protection consent above.
- (ii) I have the consent of all landowners/occupiers affected by the works applied for, to act on their behalf in relation to this application.
- (iii) All information provided and supporting documentation is accurate to the best of my knowledge.

Signed: \_\_\_\_\_

Print name: \_\_\_\_\_

Date: \_\_\_\_\_

## SCHEDULE

- (a) **Eligible Roads** – non-public roads, often leading to houses and community amenities or non-public roads that provide access to parcels of land, residences or provide access for harvesting purposes. The project must be of benefit to agricultural production and benefit two or more parcels of land owned or occupied by different persons engaged in separate agricultural activities.
- (b) **Non-Eligible Roads** – Roads servicing only houses or buildings occupied or used by those not engaged in agricultural activity and roads leading to commercial enterprises.

## TERMS AND CONDITIONS

1. The percentage local contribution will vary. Eligible roads with up to and including 5 residents will pay 10% contribution. Those with 6 or more residents will pay a contribution of 15%. The amount to be paid by an individual beneficiary is a matter for arrangement between the beneficiaries themselves.
2. Minor proposals which are within the competence of the applicants to do themselves and which, because of their small size would be uneconomic, will not be accepted.
3. A project may be extended to include a spur road or terminal section serving only one owner if the road/section forms an integral part of the whole road and the cost of including it is not disproportionate to the cost of the road as a whole.
4. The standard of work undertaken will be a matter for Laois County Council.
5. Applicants must arrange amongst themselves for the provision of any land which may be required for the construction or widening of a road and no charge in respect of compensation for such land may be made against the project.
6. The applicants must make the necessary apportionment amongst themselves of their respective portions of the joint contribution and must arrange to collect the agreed amount and lodge it with the Laois County Council before the work is put in hand.
7. Contributions in kind, e.g. free labour and materials, will not be accepted in lieu of cash.
8. The contributors and any other persons whose lands or interests appear to be affected by the proposed work must, when required prior to the commencement of operation, sign the prescribed form giving their full consent to the execution of the work including entry to their lands etc.
9. Laois County Council will employ the necessary labour and will arrange to carry out the work subject to conditions that (i) the ganger in charge of the work will be appointed by the Council or their Agent, (ii) no person, whether a contributor or not, whose interests are affected will impede the execution of the work by making unreasonable demands on the ganger or other official in charge.
10. Laois County Council, in their discretion, will decide on the specification of the work to be done and on the best manner of carrying it out, and the applicants shall not have any claim against the Laois County Council for any imperfection which may exist in the finished work, nor for any failure to complete the full amount of the work which was envisaged.
11. Laois County Council will expend upon the work the sum agreed upon (i.e. the estimated cost); and in the event of that sum not being sufficient to complete the entire work specified the Laois

County Council will not have any liability to be bound to expend on the work for its completion any sum in addition to the agreed sum, but the making of a supplementary grant will be considered on its merits if the applicants so request and agree to pay such sum as may be required by way of additional local contribution.

12. The landholders contribution will be payable in advance of the starting of the work. Free labour or materials are not acceptable as a contribution.
13. The offer is subject to withdrawal or alteration without notice and to payment of the local contribution. It is also conditional on the state allocation to the Council for the current year not being already taken up when the contribution is paid.
14. The Councils acceptance of the applicants request is on the clear understanding that the applicants (and other users) will, when the project is completed, thereafter maintain the work in good order and repair at their own charge and expense and that the carrying out of any further works will not involve any liability on the part of the Council for subsequent maintenance.

### **CONSENT**

15. We, the persons listed in Part 3.1.2. above, in consideration of the advantages which would accrue to use from the construction and/or repair and improvement of the said road, do and each of us does as far as our respective interests in the land enables us, there to consent to the purpose aforesaid we severally agree to give up the land required for the road and the fences and drain thereof.
16. We hereby authorise the said Council, their Engineers, employees and workmen, and all other persons directed by them to enter upon our lands or holdings to make, construct, lay down and/or repair and improve the road and erect fences and cut drains and take necessary materials and such land in addition to the width of the road aforesaid as may be required for the construction of such road, fences and drains and to do all things necessary for the completion of the road.