

Appendix 2 – Residents letter



Highways Directorate

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PO Box 352, Town Hall,

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Dear Resident,

When we consulted on how to spend our budgets last year, Manchester people said: get roads and pavements up to standard – and keep them that way. We've listened. A massive £130 million investment is underway to improve our roads, pavements and street lighting in the next five years.

Improving Your Street

We're pleased to inform you that **NAME OF ROAD** is included in the improvement work. The works will commence on **DATE OF COMMENCEMENT** and will take a number of days depending on the conditions we find as the work progresses and adverse weather may also affect progress.

Resurfacing work

Your road is going to be resurfaced, which will consist of removing the existing surface, adjusting the carriageway ironwork, the laying of a new surface and then renewing the road markings. **CONTRACTOR** will be carrying out the works on behalf of Manchester City Council.

Further details

During this period, the road will be officially closed to traffic and you are requested not to leave parked vehicles on the road. However, we shall endeavour to allow access to properties where possible, although there will be periods when this will not be possible due to the presence of the machinery that will be used.

Work of this nature will cause some disruption, but we shall endeavour to keep the inconvenience and noise to a minimum. However, if you are experiencing any undue problems, please contact our Supervisor **NAME OF SUPERVISOR** on Tel No. **MOBILE TELEPHONE No.**

We apologise for any inconvenience that you encounter and seek your cooperation. Should you require any further information, please contact **NAME OF CONTRACTOR'S CONTACT** on Tel No. **CONTACT NUMBER (S)**