



Sherborne Town Council

Local Winter Maintenance Plan January 2018

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1.0 BACKGROUND

The experience of the recent past winters highlighted the importance of co-operation between the various agencies and the value of the Town/Parish Councils' roles within their communities.

Sherborne Town Council (STC) does not have a statutory duty to prepare for and deal with snow and ice, but we are in a good position to inform the principle authorities about local needs and, operating within limited budgets, STC wants to do whatever else we can do for our communities.

Guidance has been published on preparing for winter events and on community resilience. This document draws from all of those in preparing STC's Winter Maintenance Plan which sets out to clarify what the community can expect from the principal authorities and what STC has put in place so we can be better prepared to help our community. The Winter Maintenance Plan will be reviewed annually.

Legal Advice

Throughout the country people have been hesitant to clear snow because of fears of litigation if someone should slip on the treated area. This contrasts strongly with winters of a few decades ago when the community would mobilise to clear footways.

Litigation

In a recent letter sent by the Ministry of Justice it stated that, "The prospect of a person who volunteers to clear snow from a pavement being successfully sued for damages by a person who subsequently slips on the cleared area and is injured are very small".

A snow clearer does have a duty to clear with reasonable care so as not to create a new or worse risk.

Do's

- Follow the Town Council Winter Maintenance Plan
- Move snow to a porous surface such as grass verge or garden
- Spread salt/grit evenly and at the appropriate spread rates (see Annex 9)
- Clear any excess salt or grit once the snow/ice has melted.

Don'ts

- Use water to melt snow and ice if there is a risk it will refreeze
- Move snow to a location where it will create another risk such as another part of the pavement, road or where people are likely to walk.
- Use excessive salt, grit or other material so as to create a new or worse risk.

Full details of the "Snow Code" can be found at www.direct.gov.uk.

2.0 CONTACTS

The Town Clerk will take the lead in co-ordinating local resources during adverse weather. The Town Clerk and Grounds & Property Manager (G&PM) will receive a copy of the Daily Decision issued by Dorset County Council (DCC) and liaise with other key personnel and local contacts as to any actions to be taken. **STC does not provide a 24 hour a day operation.**

Co-ordinator

- Takes a lead in co-ordinating local resources.
- Receives the Daily Decisions from DCC Duty Officer (1st November – 31st March).
- Liaises with other key personnel and local contacts.
- Makes decisions on triggering the implementation of the Winter Maintenance Plan.

1st Contact

Town Clerk
Mr Trevor Savage
Sherborne Town Council
The Manor House, Newland
Sherborne
Dorset, DT9 3JL

2nd Contact

Ground & Property Manager
Mr Paul Newman
Sherborne Town Council
The Manor House, Newland
Sherborne
Dorset, DT9 3JL

Work Tel: 01935 812807

Mobile: 07809 330429

Email: t.savage@sherborne-tc.gov.uk

Work Tel: 01935 812807

Mobile: 07971 486880

Email: p.newman@sherborne-tc.gov.uk

3.0 PRIORITY AREAS FOR ACCESS IDENTIFIED BY THE TOWN COUNCIL

| Priority 1 | Priority 2 |
|--|-----------------------------------|
| The Manor House | The Apples Surgery, Long Street |
| Digby Hall | Bute House Surgery, Wootton Grove |
| Sherborne Abbey Steps | Newland Surgery, Wotton Grove |
| Sherborne Cemetery | Yeatman Hospital, Hospital Lane |
| Greenhill, Digby Road & Yeovil Road Bus Shelters | Ambulance Station, Coldharbour |
| | Police Station, Digby Road |

The Town Council will mobilise its workforce to address the priority on a sliding scale as and when resources permit.

4.0 SALT BINS

Salt bins are located at the following locations:

| No. | Location | Responsibility |
|------------|-------------------------------------|-----------------------|
| 1 | Abbey Close | WDDC / DCC |
| 2 | Abbotts Way | STC |
| 3 | Acreman Street Car Park x 2 | WDDC/DCC |
| 4 | Blackberry Lane | STC |
| 5 | Castle Road | STC |
| 6 | Castletown Way | STC |
| 7 | Culverhayes Car Park | WDDC / DCC |
| 8 | Fairfield Heights | STC |
| 9 | Gainsborough Drive | STC |
| 10 | Hill House Close | STC |
| 11 | Honeycombe Rise | STC |
| 12 | Hound Street | WDDC / DCC |
| 13 | Hunts Mead | STC |
| 14 | Newlands | STC |
| 15 | Newland Car Park | WDDC / DCC |
| 16 | Quarr Drive | STC |
| 17 | School Drive | STC |
| 18 | Sherborne Primary School (footpath) | WDDC / DCC |
| 19 | South Avenue | STC |
| 20 | Swan Yard Car Park | WDDC / DCC |
| 21 | The Avenue | STC |
| 22 | Tinneys Lane | STC |
| 23 | Wooton Grove | STC |

These bins are checked by DCC/STC in the Autumn of each year and filled with salt either by DCC/STC. The salt supplied by DCC is for use on the public highway only.

Over salting damages the environment and the spread rate for hand salting should not exceed 20g/m² (this is about a tablespoon).

STC will maintain a store of salt at the Terrace Playing Field. If sufficient warning is known about impending adverse weather STC will make arrangements to hold a limited supply of salt at Sherborne Cemetery.

STC holds a limited supply of snow clearing equipment which will be used by STC employees as directed.

If necessary and subject to their stock levels, it may be possible to request access to DCC's salt supply from its depot at Henstridge Airfield.

Members of the public should contact the Town Council if salt bins need refilling. Town Council staff will then refer the matter to DCC or replenish the salt.

5.0 PARISH VOLUNTEERS

The Town Council does not run a Parish Volunteer snow clearing group.

6.0 GUIDANCE ON SNOW CLEARING AND SALT SPREADING

Snow clearers have a duty to take reasonable care so as not to create a new and possible worse hazard, such as piling up heaps of snow, blocking drains or leaving an area in such a condition as to make slips more likely.

Snow is easier to clear when it's fresh than when it has been compacted and frozen. Clearers should take care not to over exert themselves when clearing snow.

Residents are asked to respect STC's responsibility to manage the supply of salt and to observe the guidance.

Pre-salting footways prior to snow aids its removal.

Do:

- Wear suitable clothing and footwear.
- Clear a 1.0m path along the footway ensuring not to create a worse hazard.
- Make sure that salt is accessible before commencing work.
- Clear snow as soon as possible to prevent any compaction.
- Pay particular attention to steps and steep slopes.
- Move snow to porous surfaces such as verges or gardens.
- Treat surface immediately with salt.
- Spread salt evenly at a rate of 20g/m² (tablespoon).
- Do not spread salt on private areas.
- Avoid applying salt to plants or grass.
- Return unused salt to the bin.

Don't

- Use salt from public bins on private paths and drives.
- Use water to melt ice and snow if there is a risk it will refreeze.
- Move snow to a location where it will create another hazard.
- Block drives, paths or drains or pile snow against buildings.
- Use excessive salt, 20g/m² is sufficient

7.0 DCC CONTACTS

To ensure effective communication between local councils and DCC highways a single point of contact should be established. For DCC Highways the single point of contact is the Winter Service Manager whose contact details are listed below.

Tel: 01305 251000

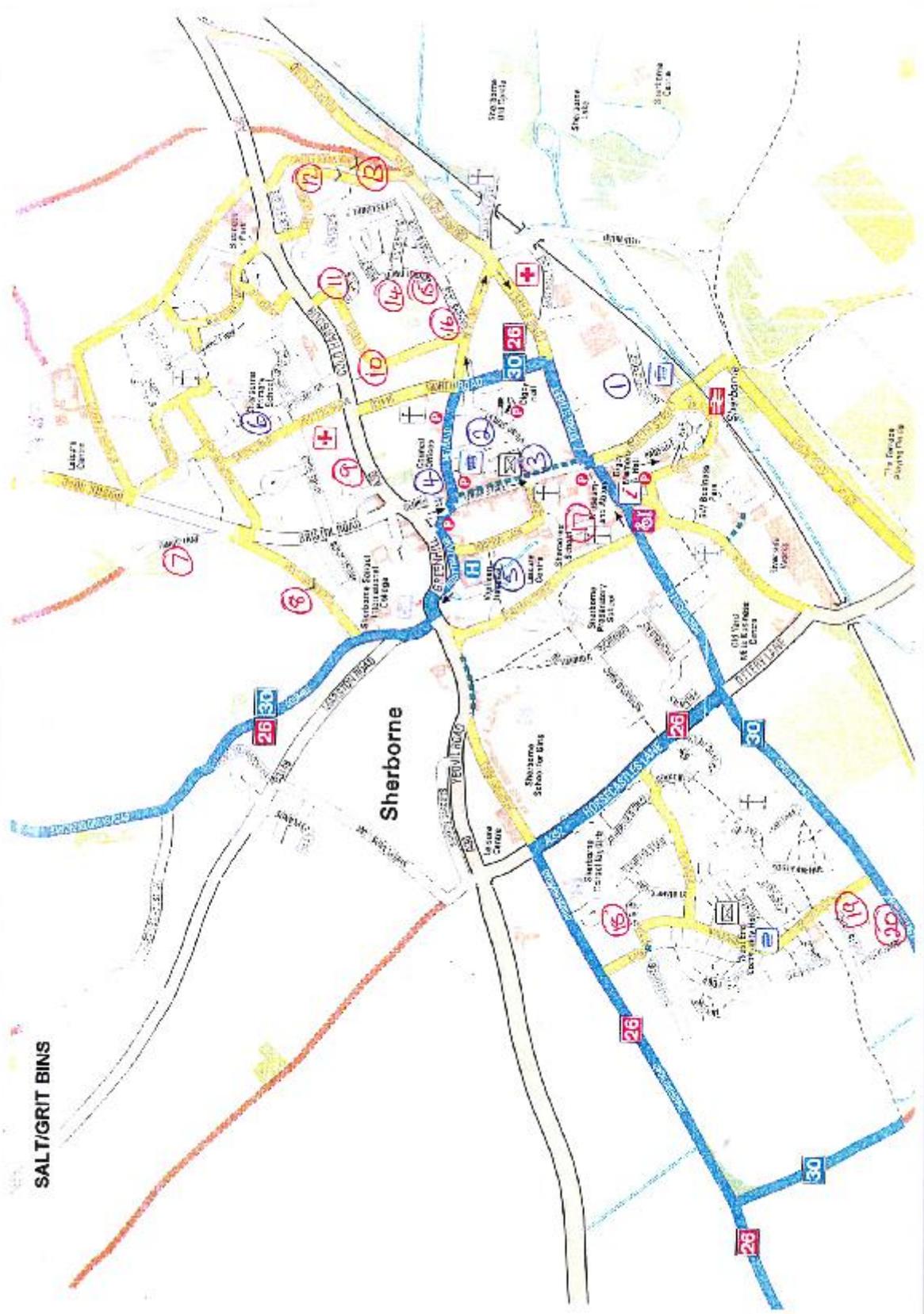
Email: winterservice@dorsetcc.gov.uk

Post: DCC Highways, Charminster Depot, Wanchard Lane, Charminster, Dorchester

Other information can be found on DCC's web site: www.dorsetforyou.com/winter.

8.0 PARISH MAP

See next page



9.0 GUIDANCE ON SNOW CLEARING AND SALT SPREADING BY VOLUNTEERS

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- Do not spread salt on private areas.
- Avoid applying salt to plants or grass.
- Return unused salt to the bin.

Don't

- Use salt from public bins on private paths and drives.
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10. CO-ORDINATION

Once effective lines of communication have been established understanding each party's capabilities and limitations are essential to ensure co-ordination of efforts. Advanced knowledge of these capabilities aid a realistic attitude to what can be achieved and will prevent disappointment and unrealistic expectations.

DCC's service includes

- Bulk purchase and storage of salt
- Filling salt bins and delivering bulk bags (where resources permit)
- Issuing farmers with snow ploughs (see Section 5)
- Pre-treatment of selected roads (see Section 2,3 & 4)
- Reactive treatment of roads when resources permit
- Monitoring local weather forecasts
- Issuing a daily decision based on the forecasts
- Provide advice and training (see Section 6 to 8)
- The daily decision is issued by email between 1st November and 31st March.

Appendix 1 - GLOSSARY OF TERMS

Precautionary Salting Network

There are c.4,000km of roads within Dorset and whilst it would be convenient to spread salt on all roads during adverse weather realistically we have to prioritise which road we treat. The Precautionary Salting Network is c.1,100 km of roads which meet the criteria for inclusion (see Section 3) and forms the network which is treated in advance of adverse weather. In addition to this network there is a Community Route Network which is only pre-salted when snow is forecast.

Priority Ploughing Network

This network is used during very severe snowfall when the resources available to DCC are not sufficient to keep all of the Precautionary Salting Network clear of snow and open to traffic. Once this network has been cleared and open to traffic then the Precautionary Salting Network is cleared.

Weather Stations

Currently there are 9 weather stations across the County to assist in the domain based decision making. These stations provide real time information on road surface temperatures, air temperature, dew point and precipitation.

Weather Domains

Dorset is divided into 5 weather domains to reflect the topographical and meteorological differences across the County. The decision to treat the network is based on the individual forecasts for each of these domains. You will need to know which of the domains you are in to interpret the forecast and associated decision.

Weather Forecast Provider

DCC has employed the services of a weather forecast provider to provide specific daily weather forecast of road surface temperatures and conditions across the County.

De-icing Road Salt

Salt is the preferred material used for treating the Precautionary Salting Network. When salt is spread on the road surface it combines with moisture on the surface or air to form a brine solution which freezes at a lower temperature than rainwater. Salt loses its effectiveness at temperatures below -8.0 degree Celsius.

Grit

Grit or sharp sand are used either as an alternative to salt or in combination. Grit can provide traction when spread on top of compacted snow or ice but has no melting capability.

Salt bins

Permanent roadside receptacle for the storage of salt or grit for use on the public highway, as a form of self help. Bins are not provided by DCC but will be filled with salt or grit when resources allow.

Bulk Bags

One tonne bags of salt have been delivered to councils where undercover storage has been provided. This salt has been made available for the councils to top up grit bins and to treat key areas during adverse weather (snow).

Spread Rates

The amount of salt applied to a surface varies depending on the forecast received.

Typically:

- 10 grams of salt is applied to each square metre of road surface as a precautionary treatment when frost, hoarfrost or icy patches are expected.
- 15 grams per square metre is spread if widespread icy or ice following rain if forecast.
- 20 grams per square metre is spread at the formation of widespread ice.
- 20 grams per square metre is spread following a forecast of snow.
- 20 grams per square metre is spread following ploughing, subsequent applications are made with 50% salt / grit mix.

Precautionary / Reactive Treatments.

As the name suggests precautionary treatments take place before the predicted event to allow time for the salt to turn into brine. Reactive treatments such as snow ploughing can only take place once snow has accumulated.

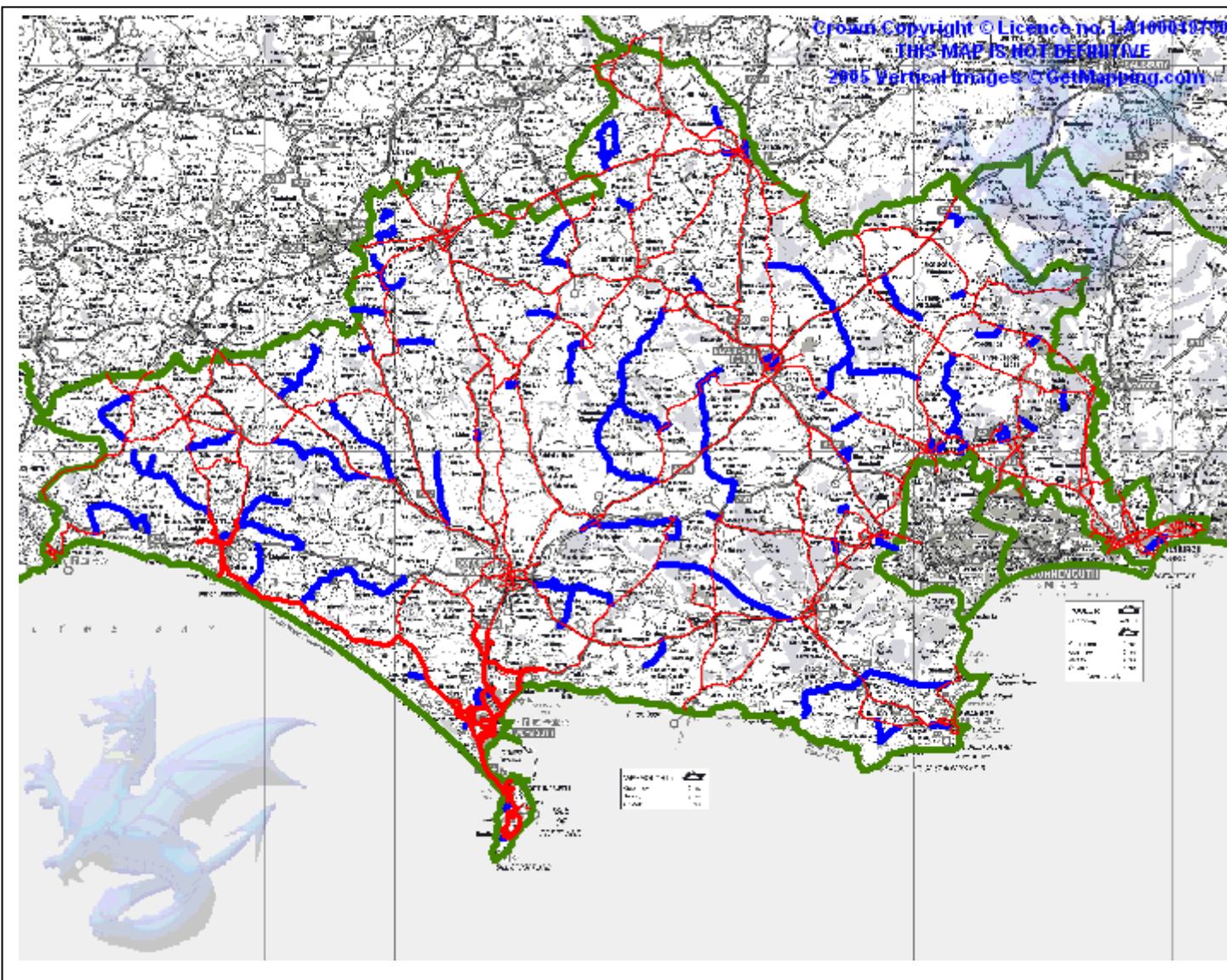
Appendix 2- CRITERIA FOR INCLUSION IN DCC PRECAUTIONARY SALTING NETWORK

Precautionary Network – Carriageways

The precautionary salting network for carriageways consists of the Treated Network and satisfy one of more of the following criteria.

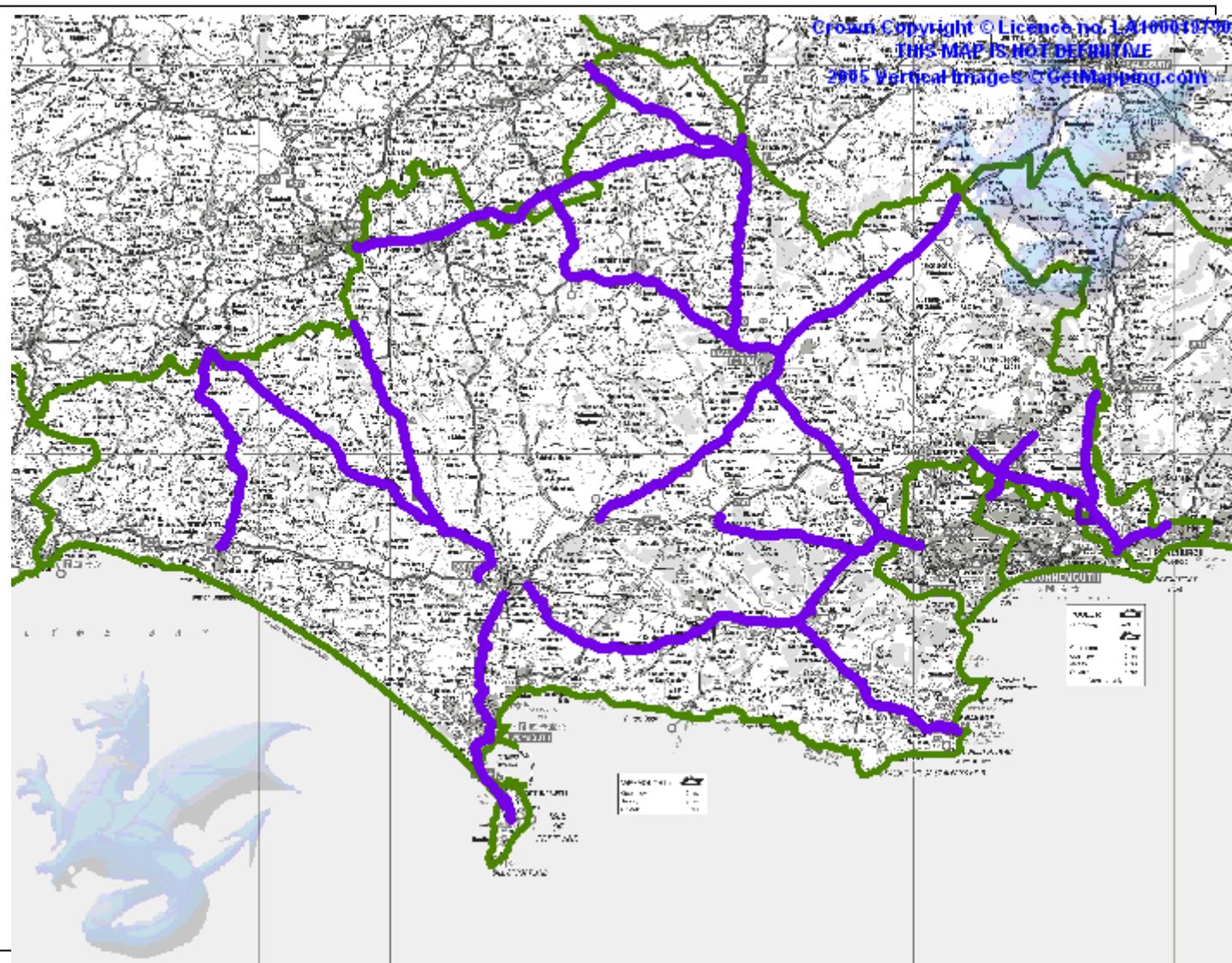
- District Distributors (A and B class roads)
- Important bus routes i.e. daily weekday service with a frequency of at least one bus per hour
- Access roads leading to large industrial establishments as defined by the Highway Network Manager.
- Access road to **large** educational establishments.
- Access roads to transport interchanges, emergency service depots.

Appendix 3 - PRECAUTIONARY SALTING NETWORK (RED)
COMMUNITY ROUTES (BLUE)



A zoomable map can be found on DCC's web site: www.dorsetforyou.com/winter

Appendix 4 - PRIORITY PLOUGHING NETWORK



A zoomable map can be found on DCC's web site: www.dorsetforyou.com/winter

Appendix 5 – FARMERS’ SNOW PLOUGHS

Currently the whole of the scheme is subject to a major review but in brief the new scheme will be in two parts.

Firstly DCC will engage farmers/contractors directly to clear specific routes such as the precautionary salting network, priority ploughing network, community routes and other roads designated by the Highways Manager as conditions dictate.

The second part of the scheme will be instigated through the parish councils whereby they will arrange snow clearance of certain roads via volunteers. DCC will supply a plough as part of this scheme but will not carry out any maintenance; this will be the responsibility of the parish / volunteers.

Appendix 6 - WEATHER STATION MAP



APPENDIX 8 - ADVICE ON HAND SALTING

The photographs below illustrate some of the key features of effective hand salting.



Bulk bags. One tonne bags of salt or grit delivered to undercover storage.

Grit Bins. Located where hazards are present; gradient, junction, bend etc.



DCC recommends a spread rate of approximately 20 grams of salt or grit per square metre for hand salting. Although salt can be spread with shovels care is required to ensure over salting does not occur. Push-along devices can be used to cover large areas quickly with an even spread and less waste.

- Before applying salt the snow must be removed, snow shovels are very effective for small areas.
- Plough attachments and gritting units are available for quad bikes and small grounds maintenance machines and these are suitable for larger areas.



20 grams of salt is a very small amount, you don't need a lot of salt to protect a footway. Over salting is damaging to the environment and a waste of a limited resource. You may not get your salt or bulk bags replaced if salt stocks are critical. During precautionary salting for frost DCC uses just 10 grams per square metre.

Appendix 9 – DCC’s WINTER SERVICE POLICY

A full copy of DDC’s Winter Service Policy can be found on DCC’s website:- www.dorsetforyou.com

DCC Undertakes to do the following during adverse weather.

- Prepare an annual service plan approved by the cabinet member which defines policy and practice.
- Monitor the daily forecast provided by their weather forecast provider between October and April and take appropriate actions. Issue a Dailey decision by email to all interested parties.
- Treat c.1,100km of the county road network as part of the precautionary salting network.
- Purchase and store at our 5 depots c.12,000 tonnes of de-icing road salt.
- Liaise with Government ‘Salt Cell’ and actively participate in Mutual aid with adjacent Highway Authorities.
- Maintain a fleet of gritters and plough attachments between October and April.
- Fill road side salt bins prior to October each year.
- Deliver bulk bags of salt to parishes and towns where undercover storage has been provided prior to October each year.
- Fund contractors to help clear agreed local roads.

DCC does not undertake any of the following.

- To hand treat footways /cycleways/precincts as a precautionary operation.
- Treat private, 3rd party or non highway land.
- Refill salt bins or bulk bags when salt / grit supplies are critical.
- Fund farmers or contractors to clear additional roads over and above the agreed local roads without prior approval.