

BISHOP BURTON PARISH COUNCIL

Severe Weather Plan

SNOW CLEARANCE

APPENDIX TO COMMUNITY EMERGENCY PLAN

1) SCOPE OF ARRANGEMENTS

The snow clearance activities set out in this plan will be carried out on a best endeavours basis, subject to resources being available.

Activities will only be carried out if conditions allow people to work safely.

2) TRIGGERING SNOW ARRANGEMENTS

Routine gritting of pavements/footpaths will be triggered by the Clerk.

Emergency snow clearance will be triggered by the Parish Community Emergency Team (see page 1 of Emergency Plan) who will monitor weather forecasts and ground conditions and will trigger these arrangements when:

- conditions causes, or threaten to cause, a significant risk of injury
- conditions causes, or threatens to cause a significant and prolonged disruption to transportation, food, water, gas, electricity or health services

And / Or

- When advised by the Clerk that the situation has escalated requiring emergency snow clearing procedures.
- when members of the community report serious and prolonged difficulties being experienced with slips, trips and falls, transportation or with essential services

BISHOP BURTON PARISH COUNCIL

Severe Weather Plan

3) COORDINATION OF SNOW CLEARANCE ACTIVITIES

Routine gritting of pavements/footpaths will be co-ordinated by the Clerk.

Emergency Snow Clearance activities will be co-ordinated by the Community Emergency Team.

4) TRIGGERING COMMUNITY EMERGENCY PLAN

The Community Emergency Team will trigger the Emergency Plan if they deem it necessary.

5) WINTER TREATMENT(S) / SNOW CLEARANCE TEAMS

Routine gritting of the pavement/footpaths will be undertaken by a contractor as directed by the Clerk.

Emergency snow clearance activities. The following members of the Community Emergency Team have volunteered to take part in Snow Clearance Activities:

Name	Contact Information	Home address	E-mail address
D. Oxtoby)		
A. Oxtoby)		
J.Wray) See page 1 of	Emergency	Plan
M. Gray)		
L. Byass)		

BISHOP BURTON PARISH COUNCIL

Severe Weather Plan

6) PRE-IDENTIFIED SNOW CLEARANCE AREAS

Routine gritting of the pavement/footpaths.

The pavements/footpaths to be routinely gritted are shown in red on the map in section 11 of this document.

Emergency snow clearance.

The Parish Council has agreed that the Village roads, pavements and paths shall be cleared as shown below. Road clearance shall commence with the Primary Roads. Under extreme conditions, priority will be given to clearing the primary routes.

Primary Roads

- School Green
- Pudding Gate
- Bryan Mere
- Finkle Street

Secondary Roads

- Joby Lane
- Callas and Rattan Row
- Dalegate

Tertiary Roads

- Church Side/Church Lane
- The Green
- North End
- School Green (Service Road)
- Garth End

Pavements/Paths

If appropriate pavements/paths will be cleared.

7) ROADS TREATED BY EAST RIDING OF YORKSHIRE COUNCIL

The following roads are on the East Riding of Yorkshire Council Precautionary Network:

- York Road

BISHOP BURTON PARISH COUNCIL

Severe Weather Plan

8) RESOURCES FOR SNOW CLEARANCE

The Parish Council have identified the following resources for use during snow clearance activities:

Resource	Kept at:
Snow Plough	D. Oxtoby, Raikes Farm See page 1 of Emergency Plan for contact details.
Salt/Grit Spreader	S. Ellerington, Knights Garth Farm See page 1 of Emergency Plan for contact details.
JCBs, Telehandlers,	D.Oxtoby, A. Oxtoby, L. Byass, M. Gray, S. Ellerington.

Salt Bins

Parish Council salt bins are at the following locations: -

<u>Location</u>	<u>Number</u>
Joby Lane/Church Lane	381
School Green/York Road	382
Finkle Street/York Road	383
North End o/s Eastfield Farm	384
Ratten Row/Callas	385
Finkle Street/Bryan Mere	386
Finkle Street o/s Post Office	789

ERYC salt bins are located on York Road.

BISHOP BURTON PARISH COUNCIL

Severe Weather Plan

9) HEALTH AND SAFETY / WELFARE ARRANGEMENTS

The team co-ordinating the winter weather activities will make sure that:

Before the plan is triggered

- Appropriate risk assessments have been undertaken and applicable methods of safe working put in place (see 13)
- Adequate insurance cover is in place.
- Appropriate resources (e.g. shovel, rock salt, sack-barrow / wheelbarrow) can be made available
- Appropriate protective equipment can be made available (e.g. hats, gloves, safety boot, high visibility padded jackets)

During Snow Clearance

- People taking part in snow clearance have been briefed on activities and risk assessments
- People have ready access to suitable equipment e.g. shovel, rock salt, sack-barrow / wheelbarrow, mobile phone
- People have adequate protective clothing to ensure that they remain warm and safe; this might include hats, gloves with a good grip, safety boots and high visibility padded jackets. There are shoe grips on the market that provide extra purchase during icy condition.
- People take appropriate breaks, and if appropriate, are provided with somewhere warm to take breaks, have a hot drink and dry their clothing.
- People involved in the snow clearing activities remain fit and well and are not suffering from the effects of the weather.
- All hand tools / resources are removed from footpaths / highways

BISHOP BURTON PARISH COUNCIL

Severe Weather Plan

10) SNOW CLEARANCE ACTIONS

Routine gritting pavement/footpaths:

- Light snow falls of 25mm or less, will be treated with one or more applications of salt.

This will involve gritting of the pavements/paths shown in red in section 11. It will be coordinated by the Clerk and carried out by a contractor.

The aim of the gritting is to make the situation better and safer when finished than it was before the work commenced.

The Clerk to the Council will contact the Community Emergency Team if the situation becomes more than routine.

Emergency snow clearance:

The aim of the gritting is to make the situation better and safer when finished than it was before the work commenced.

Falls of snow reaching a depth of between 25mm and 100mm, or more, or light falls of snow with drifting will trigger the following emergency procedures:-

- Deployment of the Parish Council resources/clearance teams who will
 - Clear Primary routes / areas before moving on to the secondary and tertiary routes
 - commence snow clearing as soon as possible so as to prevent snow becoming hard packed from motor traffic or pedestrians.
 - take care not to block or obstruct footpaths, drains, access to properties or roads in any way.
 - salt cleared areas to prevent the residual film icing over.
- Salt will be spread at the following rates:

Freezing conditions	10-20 g/m ²
Freezing conditions expected after rain	15-25 g/m ²
Freezing conditions and / or light snow expected	15-25 g/m ²
Continuous snow expected	20g/m ²
Ice Formed	10-25 g/m ²
Hard packed / snow ice	20-40 g/m ²
Snow cover exceeds 30mm	20-40 g/m ²

BISHOP BURTON PARISH COUNCIL

Severe Weather Plan

- Salt doesn't work instantly; it needs sufficient time to dissolve into the moisture on the ground. In the absence of salt grit, sand or ash shall be used.
- Water will not be used as it may freeze and make the situation more hazardous.
- Refer to the Health and Safety / Staff Welfare Section of this plan.
- When clearing snow it is possible to make conditions worse if you do not follow the precautions listed above.

Encouraging others to clear snow and ice

Every member of the community can play an important part in clearing snow and ice. The Parish Council keep copies of an East Riding of Yorkshire Council information leaflet that encourage people to clear around their own property, or the leaflet is available at <http://www.eastriding.gov.uk>

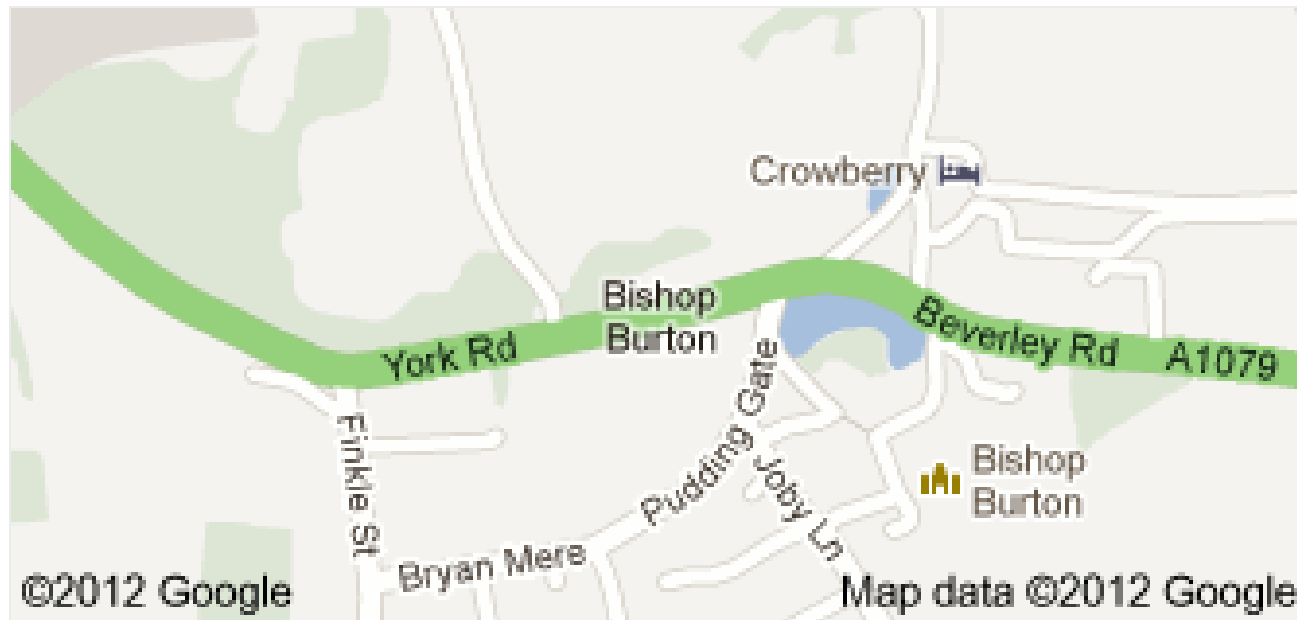
BISHOP BURTON PARISH COUNCIL

Severe Weather Plan

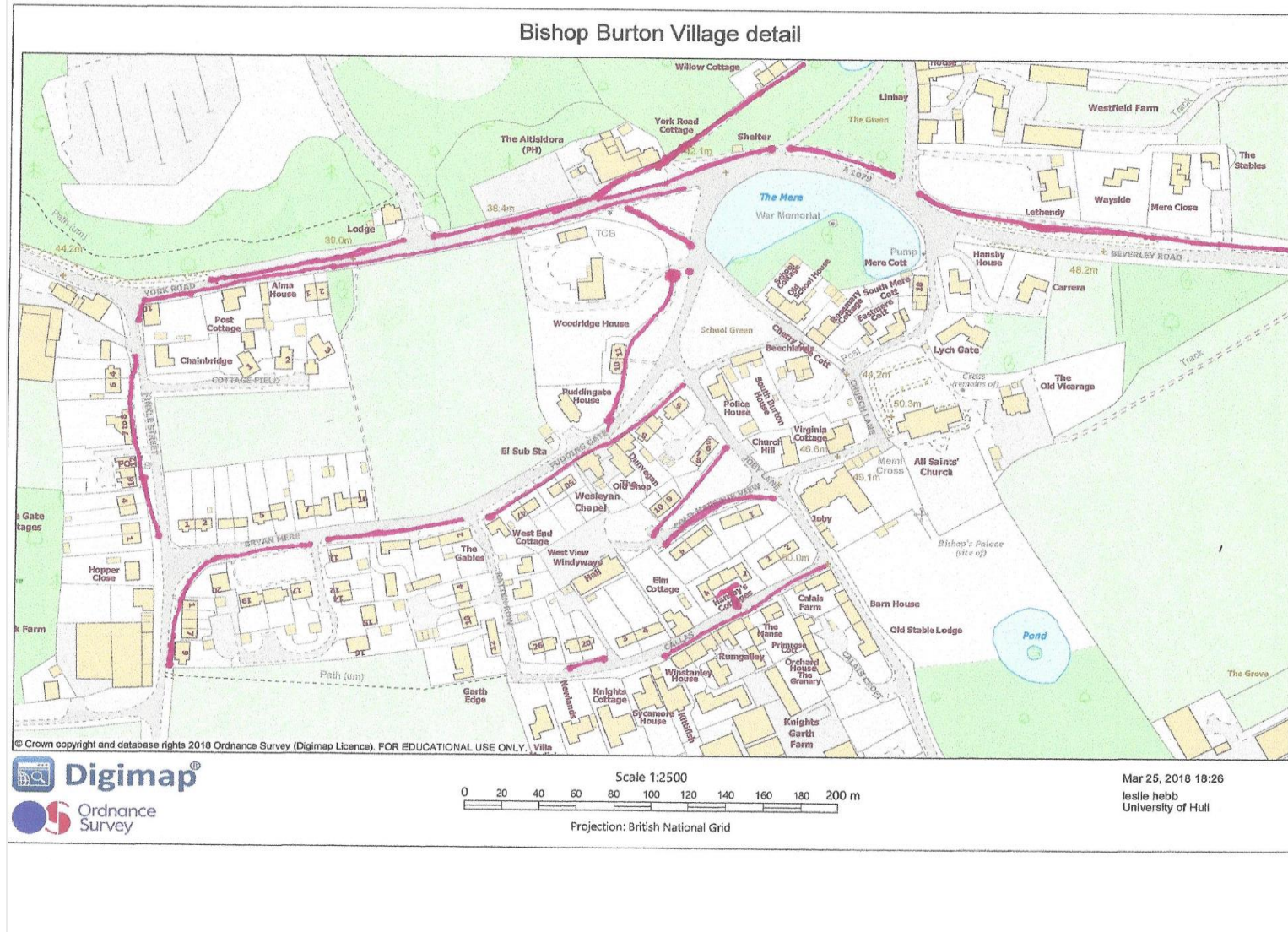
11) SNOW CLEARANCE MAP

During adverse winter weather, every effort will be made by the Parish Council to clear the roads named in section 6 above, depending on the availability of resources, when snow in excess of 25mm has fallen.

York Road/A1079 - shown in green on the map below will be cleared by East Riding of Yorkshire Council.



BISHOP BURTON PARISH COUNCIL Severe Weather Plan



The pavements/
footpaths show in
red will be gritted
as part of the
routine gritting of
pavements/
footpaths.

BISHOP BURTON PARISH COUNCIL
Severe Weather Plan

**12) Record of Snow Clearance Work
undertaken by Town / Parish Council**

Date / Time	Work done	Work Carried out by	Comments

BISHOP BURTON PARISH COUNCIL

Severe Weather Plan

13 RISK ASSESSMENTS

General Risk Assessment & Safe Working Method

Bishop Burton Parish Council Emergency Team.		
Originally Assessed by: J. Wray	Date: 20th Jan. 2013	Planned Review 20th Jan. 2014
Last reviewed, updated and adopted	16th Sept. 2019	September 2020
Task/Operation and location: : Severe Winter weather, and Snow & Ice Clearance from public footpaths and roads.		

RISK ASSESSMENT

Hazards Identified:	Risk Rating	
	Without Controls	With Controls
a) Untreated snow or ice on walkways;	High	Low
b) Snow & ice clearance/treatment activities;	High	Low
Potential for Harm:		
Potential physical injury, including broken/fractured bones, to any persons on site through slips & falls on untreated snow or ice.		
Potential risk of physical strain & injury to persons from snow-clearing activities, and manual handling of bags of sand, salt, or grit, etc.		
Persons at risk:	Number of persons at risk:	
members of the public; Parish emergency management team	All potentially at risk, but with increased risk to any elderly and/or infirm.	
The above Risk Assessment has been completed in accordance with the Parish Councils management of Health and Safety Policy. The risk potential has been deduced from analysis of the significant hazards identified and using the following criteria: - Number of persons at risk, the severity of harm and the probability of an event occurring.		

BISHOP BURTON PARISH COUNCIL

Severe Weather Plan

Control measures to be used:

To clear and/or salt & grit the principal footpaths along the most used routes as early as reasonably possible, and as early as reasonably possible after frost or snow;

Stock of sand, salt, & grit etc. to be maintained by the parish council (in advance of the winter weather), and persons involved in snow clearance work will be made aware of the location of the stocks of sand, salt and grit.

Persons undertaking snow clearance work will use equipment suitable for the work.

Lone-working 'control' - A person attending a snow clearance site alone in the early morning to clear overnight snow & ice, shall have a mobile-phone and his/her presence on site will be known to a family member; in addition, they will contact the parish council Clerk by phone from the snow clearance site to inform the parish council emergency team of the conditions at the snow clearance site and the areas being cleared and/or treated;

Personal Protective Equipment Required:

Boots, warm gloves & clothing, protective clothing from the weather, protective gloves against the salt, etc.

Training Requirements:

On-site instructions will be provided as to which paths to clear & treat, which areas not to treat and how to use the equipment involved safely.

Emergency Arrangements:

Community Emergency Plan

Standing procedures for first-aid assistance in case of falls, or injury, etc.

Additional Assessments Relevant To This Work Operation/Task:

Plan of Action:

The Parish Council have produced the Action Plan shown in section 6 and 11 above.

The Parish Council will arrange for the snow clearing equipment to be properly maintained.

BISHOP BURTON PARISH COUNCIL

Severe Weather Plan

Safe Working Method:

Lifting & handling of 20–25 kg. bags of sand, grit, & rock-salt, etc. shall be minimised by the use of a sack-barrow, and transfer of the loose materials into smaller containers and/or a wheelbarrow;

All persons involved in snow clearing work shall carry a mobile-phone and inform another person when working alone on a snow clearance site; the other person shall know who to contact in case of accident or emergency;

Where necessary suitable warning signs, to alert persons to the hazard, and keep to the cleared & treated paths shall be provided.

It is the responsibility of persons involved in snow clearance work to wear suitable protective clothing, and to ensure that effective 'lone-working' control measures are in place;

BISHOP BURTON PARISH COUNCIL

Severe Weather Plan

Date of Assessment	16th September 2019	Planned Review Date	September 2020
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Task/Operation and location:	Snow clearance / Gritting	Number of Persons at risk:	Members of the Public	1 or more
			Site Personnel and Visitors	1 or more

RISK ASSESSMENT

This Risk Assessment has been completed in accordance with the Parish Councils Code of Practice & Guidelines relating to the Management of Health and Safety at Work Regulations 1999. The risk rating has been deduced from the following formula – Likelihood x Severity.
Note – The likelihood of an accident/incident accruing may increase according to the frequency of the task. The severity of an accident/incident may be affected by the number of persons at risk.

Likelihood (L)		Severity (S)	
1	Almost impossible	1	Low -Causing a minor injury. Cuts or bruising
2	Improbable/ not very likely to happen	2	Medium – Absence from work for less than 3 days/strain and sprain
3	Possible/could happen	3	Major – Absence from work for more than 3 days/ fractures, burns etc
4	Very likely/would not be surprised	4	High – Long term absence from work/slipped disc
5	Inevitable/certain to happen	5	Fatality

Total Score	Risk Category
1	Considered tolerable risk, normal day to day activity
2-10	Risk is to be controlled as far as is reasonably practicable by completion of risk assessment & method statement
11-20	Hazard must be avoided or the level of risk reduced significantly by control measures & safe systems of work
21-25	Advice should be obtained from the Safety Services Unit before proceeding with the task.

BISHOP BURTON PARISH COUNCIL

Severe Weather Plan

Significant Identified Hazards	Existing Control Measures	L	S	Total Score = L x S	Existing Control Measures OK Y/N	Additional Control Measures Required to Reduce Level of Risk to Acceptable Level	L	S	Total Score = L x S
Collision with moving vehicles.	Wear reflective waterproof clothing at all times.	2	5	10	Y				
	Abnormal Conditions In addition to above re clothing. Use portable warning signs and barriers to identify work area. Use portable lighting when in dark unlit areas.	5	5	25	Y	Use a watch person to monitor traffic and to watch for possible dangerous situations from approaching vehicles.	5	2	10
Injury due to being struck by object, trips, slips or falls or by noise.	Ensure that adequate protective equipment is used at all times. Undertake risk assessment to determine possible risks. Use portable lighting when in dark unlit areas.	4	4	16	Y				
Muscular/skeletal –	Use equipment as required for	3	2	6	Y				

BISHOP BURTON PARISH COUNCIL

Severe Weather Plan

moderate strains to serious injury.	moving heavy or awkward objects. Ensure that adequate protective equipment is used at all times Persons are suitably trained in manual handling techniques. Undertake risk assessment to determine possible risks.								
Electrocution or drowning.	Undertake risk assessment to determine possible risks. Where possible ensure power supply is turned off. Drain water using suitable pumping system. Use life jackets when working near water.	1	5	5	Y				
Cuts, lacerations, loss of eyesight due to sharp objects.	Undertake risk assessment to determine possible risks. Ensure that adequate protective equipment is used at all times.	3	3	9	Y				

Personal Protective Equipment Required

- Appropriate protective clothing.
- Life jackets (as required)

BISHOP BURTON PARISH COUNCIL

Severe Weather Plan

Emergency Arrangements

Operatives to follow the parish council policies and guidelines including:

- First Aid procedures.
- In the event of accident call emergency services.
- All accidents should be recorded and reported in the accident book.

Additional Risk Assessments: Relevant To This Work Operation/Task (COSHH, Moving & Handling, Lone Working etc.)

Lone working.

Details of How The Task Will Be Carried Out

It is the operatives responsibility to comply with the safety instructions contained within this Safe Working Method:

- Compliance with HSE advice, Parish Council Safety Policies, guidance and codes of practice.
- Ensure risk assessments are in place and safe working practices are followed.
- Always obey instructions and safety notices/signs.

BISHOP BURTON PARISH COUNCIL
Severe Weather Plan