



WISBOROUGH GREEN PARISH COUNCIL WINTER RESILIENCE PLAN 2018 – 2019

The purpose of the Plan is to identify the arrangements in place as a response to **significant weather events ONLY** – the clearing of snow and ice – and the action taken by WSCC Highways, the Parish Council and self-help within the village. This document is supplementary to the existing Major Emergency Plan, which would come into effect if an emergency situation is declared by the Parish Council Major Emergency Team (PCMET).

1. WSCC Highways Commitment 2018/19

WSCC Highways undertakes to do the following:

- Monitor the daily forecast provided by our weather forecast provider between October and April and take appropriate actions. Issue a Daily Decision to all interested parties via @WSHighways.
- Treat the Precautionary Salting Network – approximately 1,600km of the county's roads. Typically this happens 42 times per year.
- Purchase and store at our three depots at least 8,000 tons of de-icing road salt during the summer months when prices are advantageous.
- Liaise with the Government's "Salt Cell" and actively participate in Mutual aid with adjacent Highway Authorities.
- Maintain a fleet of 23 gritters (bulk spreaders) between October and April.
- Issue a pre-snow trigger email in the event of a significant weather event to advise communities when to activate the Local Farmer and Contractor Agreement for WSCC funded activities.

WSCC Highways does not undertake any of the following:

- Treat any roads not identified as part of the Precautionary Network.
- Hand treat footways / cycleways / precincts as a precautionary exercise.
- Treat private, 3rd party or non-highway land.
- Refill salt bin or replace Hippo Bags during the winter period free of charge.
- Deliver salt bins or hippo bags once winter has started free of charge.
- Fund farmers to clear roads that have not been identified in the agreed Local Winter Plan.

2. Parish Council Commitment

The Parish Council undertakes to do the following:

- Publish self-help and be prepared for winter advice in newsletters and on the village website.
- Identify Parish Council representatives to receive WSCC weather updates and coordinate village activities should additional snow clearance be required.
- Organise and fund a local contractor to undertake limited snow clearance and gritting on key pavements and paths in the village, in addition to the WSCC Agreement.
- Provide grit bins at key locations and ensure that WSCC Highways is notified of locations and annual audit.
- Publish details of grit bin key holder (only Butts Meadow bin kept locked).
- Provide guidance for local residents when spreading salt/grit, ie, amount to use, clothing requirements and staying safe.
- Support the request that E P Clark & Co Ltd enter into an Agreement with WSCC Highways to offer additional snow clearance and receive a financial contribution from WSCC towards the cost of this work, as identified in this Plan.

3. Local Winter Management Plan Coordinators:

Howard True (Primary Coordinator) 3 Carters Way Wisborough Green RH14 0BX	01403 700150 0770 2354448	To register to receive Daily Decision and pre-snow trigger email. howard_true@hotmail.com
Sheena Overington Holly House, Newpound Lane, Wisborough Green RH14 0EF	01403 700732 07983 748222	shush732@icloud.com
Louise Davies (Parish Clerk) In support, as required	01403 701102 01403 700689 (Home) 0781 2776870	clerk@wisboroughgreenpc.org Additional email for pre-snow trigger email.

4. Daily Decision

The Primary Coordinator will sign up to receive the Daily Decision via twitter **@WSHighways** between October and April. The daily decision is made by the Duty Manager each day based on all available information and states which parts of the Precautionary network is to be treated and when. The Primary Coordinator (and Parish Clerk) will also register to receive a pre-snow trigger email.

5. Precautionary Salting Routes (Appendix 1 & 2)

These are roads treated by WSCC and under severe conditions; decisions to salt the precautionary salting network are based on the following priorities:

Priority 1 (P1) - ice and snow - Strategic (main) A roads and access roads to emergency services except the trunk roads A27, A23, A24 which are the responsibility of the Highways Agency.

Priority 2 (P2) - ice and snow - remainder of the A and B road network - **(A272 and B2133 in WG)**.

Priority 3 (P3) - ice only - (Kirdford Road through to Kirdford).

6. Local Arrangements for routes not covered in the Precautionary Network

It is proposed that the routes identified in Appendix 3 and 3a (as previously approved by WSCC) are undertaken by a local contractor. The route marked red would be the first priority, the routes in pink the second. There is some overlap into Kirdford Parish and this may be covered under their local arrangements. To be confirmed by WSCC.

7. Salt/Grit Bins

The Parish Council will submit the annual grit bin audit by the specified date each year and any bin less than 75% full will be filled by WSCC. Using grit provided by WSCC, the Parish Council will be responsible for topping up other bins as necessary (those not covered by WSCC) and any subsequent replenishment during the winter. The Parish Council has provided the current bins and will liaise with WSCC should further bins be considered necessary.

Bins are located at the following sites which are show on map (Appendix 4a & 4b) and are unlocked apart from the Butts Meadow bin.

- Outside Arundel Holt Court, Wakestone Lane, Bedham RH20 1JP
- Outside Mockbeggars, Bedham, RH20 1JP
- By black barn at Cold Harbour Farm, Fittleworth Road, RH14 0EX
- By village sign outside Brookbridge House, Durbans Road, RH14 0DL
- Bottom of Butts Meadow (key available from the Parish Clerk), RH14 0BU

8. Storage Location for Salt/Grit Bulk Bags

Bulk bags to be delivered by WSCC during the autumn of each year to replenish stock as necessary. The Parish Council will advise WSCC if stock remains from the previous year and is still in good condition. Bulk bags to be stored at the following yard:

E P Clark & Co Ltd
Billingshurst Road
Wisborough Green
RH14 0DZ

Please contact prior to delivery:

T: 01403 700271
M: 07764 225601
E: info@epclark.co.uk

9. Assistance with Winter Maintenance Operations

The following contractor has confirmed that he would be willing to enter into the 'Local Farmers and Contractors Agreement' as a response to significant weather events ONLY. Should an event occur, the trigger mechanism to activate the agreement will be via an advisory email to the Primary Contact identified in this Plan. The email from WSCC Highways will approve the use of the contractor for: Precautionary Salting and / or snow clearance. The roads are as identified in Appendix 3.

E P Clark & Co Ltd, Billingshurst Road, Wisborough Green RH14 0DZ
T: 01403 700271
M: 07764 225601
E: info@epclark.co.uk

10. Trigger Mechanism for activating approved farmers/contractors

The 'Local Farmers and Contractors Agreement' is intended as a response to significant weather events ONLY. This may be directed to particular areas within the county warning of a significant weather event.

Should an event occur, the trigger mechanism to activate the agreement will be via an advisory email to the key contacts identified in this Plan. These contacts should ensure that they check the daily decision emails; an email from WSCC will approve the use of the approved farmer/contractor. On receiving notice of extreme weather, the Primary Coordinator will contact E P Clark to action the agreed Plan for the WSCC and Parish Council work as confirmed in this document.

In discussion with the LWM Plan Coordinators, additional work at Parish Council expense may be sanctioned.

Funded by WSCC:

- **Precautionary Salting:** farmers and/or local contractors to move bulk bags, undertake precautionary salting.

And/or

- **Snow Clearance:** farmers and/or local contractor's snow clearance is 2" (50 mm) of accumulated snow.
- Fill salt bins as required during the winter with salt from the bulk bags stored locally following a significant snow event.

WSCC has no objection to local councils/community groups using the salt provided at their discretion and cost however **activities undertaken without instruction from WSCC will not be funded.**

11. Parish Council Responsibility

Whilst we would ideally like to grit the entire village we must be mindful of the current financial climate and the potential financial impact. We live in a rural area and it has to be accepted that in adverse weather we sometimes have to endure access difficulties. The following action has and will be undertaken by the Parish Council:

Preparing for Winter Reminder

A reminder to ensure that residents are prepared for severe weather and potential power cuts will be included annually in the autumn newsletter. The Parish Council will also remind residents that in snow conditions 'self help' will be required and that there is no law stopping residents from clearing snow and ice on the pavement outside homes or from public spaces. It is unlikely that residents would be sued or held legally responsible for any injuries on the path if it has been cleared carefully; the snow-clearer does have a duty to clear with reasonable care so as not to create a new and worse risk. The snow code when clearing snow and ice safely should be followed.

Gritting of key areas in the Village Centre

It is understood that WSCC would not be able to fund clearance of all areas in the village. As such, the Parish Council has established an arrangement with E P Clark & Co Ltd to clear and grit key areas and pavements in the village centre which are essential to keep the village operational and are linked to a Major Emergency Plan situation. The Parish Council has sanctioned an initial spend of £250 and further expenditure, up to £500, can be sanctioned by the LWM Coordinators if considered necessary. The rates to be agreed by the Parish Council. The areas to be treated are as follows:

- Outside the village shop
- Additional clearance might be undertaken should the Village Emergency Team consider necessary.
- School Road footpaths
- Village hall access and bus stops.

Vulnerable Residents

The Parish Council included details in the November 2012 newsletter to try to establish a register of potentially vulnerable people who might require help in extreme weather conditions and those willing to help; only two offers of help were received. We therefore publicised that we assumed good neighbourly support was available and again, received no further communication. No further action in this regard will be taken.

The Parish Council is however aware that residents in Wyatt House, a sheltered home complex for more elderly residents, are purely reliant upon electricity and could potentially require assistance during prolonged power cuts, although some emergency heating and cooking facilities have been provided for residents. The Parish Council is in receipt of the Wyatt House Disaster Recovery Plan.

12. Volunteers

The Parish Council holds a register of volunteers as an appendix to the Village Major Emergency Plan. Those with 4x4 vehicles or other required skills will be contacted to assist if considered necessary; contact details are not published in the public domain. Should the use of volunteers be considered necessary, the Village Major Emergency Plan will be enacted therefore risk assessments and documentation held within the Village Major Emergency Plan will be used.

13. Community Support – Advice to Residents

Report fallen trees or damage to the public highway: to be reported to WSCC Highways on the emergency telephone number 01243 642105. Do not report emergencies online as the website is not monitored at weekends.

Snow Clearance

There's no law stopping you from clearing snow and ice on the pavement outside your home or from public spaces. It's unlikely you'll be sued or held legally responsible for any injuries on the path if you have cleared it carefully. Follow the snow code when clearing snow and ice safely.

The snow code - tips on clearing snow and ice from pavements or public spaces

Prevent slips

Pay extra attention to clear snow and ice from steps and steep pathways - you might need to use more salt on these areas.

If you clear snow and ice yourself, be careful - don't make the pathways more dangerous by causing them to refreeze. But don't be put off clearing paths because you're afraid someone will get injured. Remember, people walking on snow and ice have responsibility to be careful themselves. Follow the advice below to make sure you clear the pathway safely and effectively.

Clear the snow or ice early in the day

It's easier to move fresh, loose snow rather than hard snow that has packed together from people walking on it. So if possible, start removing the snow and ice in the morning. If you remove the top layer of snow in the morning, any sunshine during the day will help melt any ice beneath. You can then cover the path with salt before nightfall to stop it refreezing overnight.

Use salt or sand - not water

If you use water to melt the snow, it may refreeze and turn to black ice. Black ice increases the risk of injuries as it is invisible and very slippery. You can prevent black ice by spreading some salt on the area you have cleared. You can use ordinary table or dishwasher salt - a tablespoon for each square metre you clear should work. Don't use the salt found in salting bins - this will be needed to keep the roads clear.

Be careful not to spread salt on plants or grass as it may cause them damage.

If you don't have enough salt, you can also use sand or ash. These won't stop the path icing over as well as salt, but will provide good grip under foot.

Take care where you move the snow

When you're shovelling snow, take care where you put it so it doesn't block people's paths or drains. Make sure you make a path down the middle of the area to be cleared first, so you have a clear surface to walk on. Then shovel the snow from the centre of the path to the sides.

Offer to clear your neighbours' paths

If your neighbour will have difficulty getting in and out of their home, offer to clear snow and ice around their property as well. Check that any elderly or disabled neighbours are alright in the cold weather. If you're worried about them, contact your local council.

14. Village Major Emergency Plan

The VME Plan provides simple guidance to enable support to the inter-agency services or, if appropriate, a start to self-help response in the event of a major incident or emergency within the community.

The definition of a 'Major Incident' or 'Major Emergency' as per Chichester District Council is, "an incident endangering or likely to endanger life and property that to deal with would be beyond the scope and facilities of normal day to day operational capabilities of those inter-agencies' response".

In normal circumstances the response to a major emergency would come from the inter-agency arrangements formalised between the Emergency Services, Chichester District Council and West Sussex County Council. Sussex Police would probably take the initial lead in co-ordinating the operation.

In these circumstances the Parish Council Major Emergency Team (PCMET) will assist inter-agencies with local knowledge, as requested.

Self-Help/Community Response: The scenario envisaged by the PCMET is widespread travel disruption and blocked roads caused by severe weather, with potentially damaged, uninhabitable homes and injured parishioners.

In these circumstances our own community will need to undertake self-help activities and the PCMET will take the lead in whatever initial steps are possible to respond to the emergency. However, these circumstances would have to be exceptional and should not be confused with uncomfortable situations experienced with short-term power loss. The Village Hall has been identified in the Plan as an emergency reception centre.

Please note that the Parish Council only hold this organisational responsibility for the village in the case of a major emergency and when the emergency services and outside agencies are unable to attend.