

## Rochford District Council

### **Snow & Ice “Contingency Plan”**

- 1.1 It must be noted that Rochford District Council is not a Highway Authority and as such does not have the resources to undertake large scale gritting and salting of the district. The work specified in this Plan is an aspiration and an endeavour to mitigate the effects of severe weather in the district. Each of the Town and Parish Councils have been offered 1 Tonne of grit salt per year by Essex CC.
- 1.2 In the event of snowfall or heavy frost and ice the following work will be undertaken in order of priority using Staff employed by SITA (Street Cleansing Services Contractor), Street Scene and Open Spaces Officers and the Council’s Caretakers. The staff will be assigned by RDC except for Leisure Centres (Appendix 1) which should be undertaken by the Occupiers.
- 1.3 It is unrealistic to specify response and completion times, as these would vary according to the severity of snowfall or ice and the availability of staff.
- 1.4 During periods of heavy snow and severe winter conditions SITA and any other contractor assigned to ground maintenance, staff will be diverted from their normal duties to assist in salting or snow clearance operations. In the event that the refuse service is suspended, an agreement is in place with SITA that additional staff will be redeployed on salting or snow clearance operations.
- 2.0 **The following work will only be carried out between Monday & Friday by the Council Office and Civic Suite Caretakers.**
- 2.1 The spreading of grit salt to all entrances, exits, car parks and pathways at the Council’s offices in Rochford and Rayleigh.
- 2.2 In the eventuality that it should snow over a weekend period, the Snow & Ice “Contingency Plan” will come in to effect on the following Monday.
- 3.0 **The following work to be undertaken by the Ground Maintenance staff or assigned contractor’s staff under instruction from the Council’s Open Spaces Manager between Monday & Friday (8am to 3.30.pm)**
- 3.1 Spreading of grit salt at all entrances, exits and roadways at the Council’s Cemeteries. (See Appendix 2)
- 3.2 Spreading of grit salt at all entrances and exits to the Council’s parks and open spaces where access is urgently needed (i.e. where Pavilions are used by Play Groups). (See Appendix 3)

3.3 Erect as soon as possible 'Danger Thin Ice' signs as conditions require, at the Council's water features. The signs will be bolted to lifebuoy holder stands and will be inspected on a daily basis. (See Appendix 4). The signs will remain up until March the following year.

**4.0 The following work will be undertaken by SITA in priority order, under instruction from the Council's Street Scene officers. 7 days a week. (8.00am to 3.30pm)**

4.1 Spreading of grit salt at all entrances and exits and around the ticket machines to all of the Council's Pay & Display and identified Car Parks. (See Appendix 5)

4.2 Spreading of grit salt on the access paths to all of the Council's Public Conveniences. (See Appendix 6)

**5.0 The following work will be undertaken by SITA in priority order on instruction from Essex County Council Highways and under the general direction of the Council's Street Scene officers, Monday to Friday 8.00am to 3.30pm)**

SITA will deploy the Street Cleansing operatives in the first instance and only use the recycling and refuse staff if the collection service has been suspended.

5.1 The Zone 1 Footways as identified in Appendix B to the Memorandum of Understanding with Essex County Council. (See Appendix 7)

**6.0 To be undertaken by the ECC contractor Ringway on instruction from Essex County Council Highways.**

6.1 The Zone 1 Footways as identified in Appendix B to the Memorandum of Understanding with Essex County Council. (See Appendix 8)

**7.0 The following work will be carried out between Monday to Friday (8.00am to 3.30pm) by the Council's Street Scene and Open Space officers.**

7.1 Spreading of grit salt to the access road to the Freight House and the entrance and ramp to the Freight House Car Park. (This is not included in any contract and is in addition to any works undertaken by Network Rail who own the approach road and adjacent public car park).

7.2 In the eventuality that it should snow over a weekend period, the Snow & Ice "Contingency Plan" will come in to effect on the following Monday.

**8.0 Car parks**

8.1 Depending on the availability of staff and plant, the Street scene and Open Spaces Officers will grit and salt the car parks Monday to Friday (8.00am to 3.30pm)

- 8.2 The Transportation Manager will decide when the Council's car parks should be cleared of snow. A nominated local contractor will be contacted by the Transportation Manager to undertake clearance work. (The contractor can be utilised 7 days a week. The contractor will push the ice and snow into bays to allow it to melt). The Transportation Manger will decide on the priority with regard the order of clearing of ice and snow in the car parks
- 8.3 Hockley Woods's car park will not be mechanically cleared. The decision to close will be decided by the Open Spaces Manager on the grounds of public safety.
- 8.4 If the snow is too severe then a decision by the Transportation Manager will be made to close all or a number of car parks on the grounds of public safety.

### Appendix 1

#### Leisure Centre Buildings

(To be undertaken by the Occupier)

1. Freight House, Bradley Way, Rochford
2. Clements Hall, Clements Hall Way, Hawkwell
3. Castle Hall, Castle Road, Rayleigh
4. Mill Hall, Bellingham Lane, Rayleigh
5. Rayleigh Leisure Centre

### Appendix 2

#### Cemeteries

1. Hall Road Cemetery, Rochford
2. Rayleigh Cemetery, Rayleigh

### Appendix 3

#### Parks, Playing Fields & Open Spaces

1. Ashingdon Recreation Ground, Ashingdon Road, Rochford
2. Rochford Recreation Ground, Stambridge Road, Rochford
3. Fairview Recreation Ground, Victoria Road, Rayleigh

4. John Fisher Recreation Ground, Little Wheatley Chase, Rayleigh
5. Hullbridge Recreation Ground, Pooles Lane, Hullbridge
6. Great Wakering Recreation Ground, High Street, Wakering
7. Canewdon Recreation Ground
8. Cherry Orchard Country Park car park

#### Appendix 4

##### Council's Water Features

1. Rochford Reservoir, Bradley Way, Rochford
2. Brooklands, Hockley Road, Rayleigh
3. Sweyne Park, Down Hall Park Way, Rayleigh
4. Little Wheatley, Little Wheatley Chase, Rayleigh
5. Cherry Orchard Country Park

#### Appendix 5

##### Council's Pay & Display and Identified Car Parks

1. Back Lane, Rochford
2. Old Ship Lane, Rochford
3. Golden Cross Parade, Ashingdon Road, Rochford
4. Southend Road, Hockley
5. Webster's Way, Rayleigh
6. Castle Road, Rayleigh
7. Bellingham Lane, Rayleigh
8. Mill Hall, Bellingham Lane, Rayleigh
9. The Market, Hockley Road, Rayleigh
- 10 The Approach, Rayleigh
11. Front and Rear of Civic Suite, Hockley Road, Rayleigh

12. Oxford Parade Ashingdon

13. Freight House. Rochford.

### Appendix 6

#### Council's Public Conveniences

1. High Street, Wakering
2. Back Lane, Rochford
3. Southend Road, Hockley
4. Crown Hill, Rayleigh
5. Ferry Road, Hullbridge
6. Hockley Woods, Main Road Hockley

### Appendix 7

#### Memorandum of Understanding with Essex County Council

(Appendix B: Zone 1 Footways & Paths)

#### Zone 1 Footways

1.Rayleigh	Eastwood Road (Queens Road to High Street)
	.High Street (Castle Road to Hockley Road)
	Webster's Way
	Crown Hill (High Street to Railway Station)
	Church Street
	Bellingham Lane
	Hockley Road (Webster's Way to Sweyne Court)
2.Rochford	West Street
	South Street
	North Street
	East Street
	Weir Pond Road

## Appendix 8

### Memorandum of Understanding with Essex County Council

(Appendix B: Zone 1 Footways & Paths)

Ringway under Essex County Council's direction, will grit the following footways. SITA will assist if a request is made to the Street Scene Team by Essex County Council.

#### Zone 1 Footways

1.Hockley	Main Road (Costcutters to Spa P.H.)
	Spa Road (Spa P.H. to Eldon Way)
	Broad Parade (Shopping area only)
	Southend Road (Spa P.H. to Library)
2.Hullbridge	Ferry Road (Malyons Lane to Ambleside Gardens)
	Ferry Road (Wallace Close to Pooles Lane)
3.Rayleigh	London Hill
	London Road (The Approach to Creswick Avenue) - Footpath Only
	London Road (Danbury Road to Grange Gardens)
	London Road (Ronald Drive to Leonard Drive)
	Rawreth Road (in vicinity of Hambro Parade shops)
	The Chase/Grove Road (in vicinity of shops No.75-77)
	The Chase Shops -Footpath only
	Eastwood Road/The Chase (in vicinity of shops- Footpath only
	Hilary Stores, Bull Lane (in vicinity of shops) - Footpath only
4.Rochford	Golden Cross Parade, Ashingdon Road
	Anne Boleyn Parade, Southend Road - Footpath only
	Ashingdon Post Office, Ashingdon Road (in vicinity of shops- Footpath only
5.Wakering	Gt. Wakering High Street (Crouchmans Avenue to Church)