

Snow and Ice “Contingency Plan”

1 Introduction

- 1.1 In the event of a Met Office warning 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 and Civil Enforcement officers, the Council’s Caretakers and such other contractors as may be assigned. The staff /contractors will be assigned by RDC.
- 1.2 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/contractors.
- 1.3 During periods of heavy snow and severe winter conditions, SITA staff and any other contractor assigned to ground maintenance, 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 these staff will be redeployed on salting or snow clearance operations.

2 Council Offices

The following work will only be carried out between Monday and Friday. This shall be undertaken by the Civic Suite Caretakers, Civil Enforcement officers and such other contractors as may be assigned.

- 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 and Ice “Contingency Plan” will come in to effect on the following Monday.

3 Parks Open Spaces and Cemeteries

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 (8.00am to 4.pm), limited capacity is available on Saturday and Sunday.

- 3.1 Spreading of grit salt at all entrances, exits and roadways at the Council’s Cemeteries. (See Appendix 1)
- 3.2 Spreading of grit salt at all entrances and exits to the Council’s parks and open spaces where access is urgently needed Monday to Friday (i.e. where Pavilions are used by Play Groups). (See Appendix 2)

- 3.3 Erect and dismantle '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 3)
- 3.4 Spreading grit salt to the main entrances, exits and pathways at the Council's leisure buildings. (See Appendix 4)

4 Car Parks

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 4.00pm) and/or by a local contractor nominated by the Transportation Manager.

- 4.1 At the request of the Transportation Manager the spreading of grit salt at all entrances and exits and around the ticket machines to the Council's Pay & Display and identified Car Parks. (See Appendix 5 in the order shown). 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.

5 Public Toilets

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 4.00pm)

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

6 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 and Friday (8.00am to 4.00pm)

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

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

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

Appendix 1 – Cemeteries

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

Appendix 2 – Parks, Playing Fields and 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

Appendix 3 – 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 lake.

Appendix 4 – Leisure Centre Buildings

1. Clements Hall, Clements Hall Way, Hawkwell
2. Rayleigh leisure centre Priory chase

Appendix 5 – Council’s Pay & Display and Identified Car Parks

1. Freight House, Rochford - This includes the access road, entrance and ramp to the Freight House Car Park. (This is in addition to any works undertaken by Network Rail who own the approach road and adjacent public car park).
2. Back Lane, Rochford
3. Webster’s Way, Rayleigh
4. The Approach, Rayleigh
5. Bellingham Lane, Rayleigh
6. Mill Hall, Bellingham Lane, Rayleigh
7. Castle Road, Rayleigh
8. The Market, Hockley Road, Rayleigh
9. Southend Road, Hockley
10. Old Ship Lane, Rochford
11. Golden Cross Parade, Ashingdon Road, Rochford
12. Oxford Parade, Ashingdon
13. Hockley Woods – Not suitable for heavy equipment or gritting.

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 and 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 Lane (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)