



**DORCHESTER TOWN COUNCIL**

# **Winter Maintenance Plan**



# **Dorchester Town Council**

## **Local Winter Maintenance Plan**

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## 1. BACKGROUND

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

Neither Dorchester Town Council nor West Dorset District Council nor the Dorset Waste Partnership have a statutory duty to prepare for and deal with snow and ice, but we are in a good position to inform the principal authorities about local needs and we want to do whatever else we can do for our community.

Dorchester Town Council has recently purchased three snow ploughs and three salt spreading machines to help deal more effectively with any future severe winter weather.

Guidance has been published on preparing for winter events and on community resilience. This document draws from all of those in preparing the Dorchester Town Council Winter Management Plan which sets out to clarify what the community can expect from the Dorset Waste Partnership and the three councils covering Dorchester to try to respond as fully as possible to future instances of severe weather. It also gives guidance on self-help. The 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.

## 2. 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 is very small".

A snow clearer does have a duty to clear with reasonable care so as not to create a new and 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 Appendix 11) □ 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](http://www.direct.gov.uk).

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

### 3. CONTACTS

The Town Council will take the lead in co-ordinating local resources during adverse weather. The Council will receive, via e-mail or text, a copy of the 'Daily Decision' issued by Dorset County Council (issued between 1st November and 31st March) and will liaise with Dorset Waste Partnership and West Dorset District Council as to any joint actions to be taken. They will make the decision with regard to implementing the Winter Plan. The Town Council contact details are listed below.

To ensure effective communication between the Town Council and the County Council Highways Authority a single point of contact has been established at the Highways Authority. This contact is the Winter Service Manager whose details are also listed below.

#### **Town Council Contact Details**

##### Main Contact

Compliance Manager: Peter Mullins  
19 North Square,  
DORCHESTER. DT1 1JF  
Tel: 01305 266861  
Mobile 07774 761846  
Email: [p.mullins@dorchester-tc.gov.uk](mailto:p.mullins@dorchester-tc.gov.uk)

##### Other Contacts

Operations Supervisor: Ian Homer  
Tel: 07789391799  
Email: [i.homer@dorchester-tc.gov.uk](mailto:i.homer@dorchester-tc.gov.uk)  
Town Clerk: Adrian Stuart,  
Tel: 01305 266861  
Email: [a.stuart@dorchester-tc.gov.uk](mailto:a.stuart@dorchester-tc.gov.uk)  
Deputy Town Clerk: Steve Newman  
Tel: 01305 266861  
Email: [s.newman@dorchester-tc.gov.uk](mailto:s.newman@dorchester-tc.gov.uk)

#### **Dorset County Council Highway Authority Contact Details**

By Phone: Steve Mepham 01305 228196 or Dorset Direct 10305 221000  
By Email: [winterservice@dorsetcc.gov.uk](mailto:winterservice@dorsetcc.gov.uk)  
By Post: DCC Highways  
Charminster Depot  
Wanchard Lane  
Charminster Dorchester, DT2 9RP

Other information can be found on DCC's web site: [www.dorsetforyou.com/winter](http://www.dorsetforyou.com/winter).

## West Dorset District Council Contact Details

By Phone: Graham Duggan / Chris Graves on 01305 251010

By Email: [g.duggan@westdorset-weymouth.gov.uk](mailto:g.duggan@westdorset-weymouth.gov.uk) [c.graves@westdorset-weymouth.gov.uk](mailto:c.graves@westdorset-weymouth.gov.uk)

By Post: West Dorset District Council, South Walks House, South Walks,  
Dorchester Dorset. DT1 1UX

## Dorset Waste Partnership Contact Details

By Phone: Dan Carter or Richard Barnes on 01305 225452 or 225454

By Email: [d.carter@dorsetwastepartnership.gov.uk](mailto:d.carter@dorsetwastepartnership.gov.uk)  
[r.barnes@dorsetwastepartnership.gov.uk](mailto:r.barnes@dorsetwastepartnership.gov.uk)

By Post: Dorset Waste Partnership, Millers Close, Dorchester, DT1 1SS

## 4. PRIORITY AREAS FOR ACCESS IDENTIFIED BY THE TOWN COUNCIL

- High West Street/High East Street, pavements only.
- Princes Street, pavements only.
- Trinity Street, pavements only.
- South Street.
- Church Street, pavements only.
- Durngate Street, pavements only.
- Charles Street, pavements only.
- Acland Road, pavements only.
- South Walks Road, pavements only.
- West Walks, pavements only.
- Top o' Town Car park.
- Middle Fairfield Car Park.
- Market Car Park.
- Acland Road Car Park.
- Trinity Street Car Park.
- Wollaston Road Car Park.
- Durngate Street Car Park.

In this order of priority and on the understanding that the Town Council accepts no liability should any liability claims be made as a result of the work undertaken on behalf of WDDC.

Dorchester Town Council's working procedures following a severe weather warning.

Weather warnings will be sent out by Dorset County Council Highways Department by e-mail and text message to the Compliance Manager and the Operations Supervisor. Text messages will be sent only when "severe" snow or black ice is predicted. In the event of a predicted "severe" warning these officers will discuss how and when to action the Council's staff to obtain

the best effect. In the normal course of events Town Council staff and resources will only be deployed Monday to Saturday between the hours of 6.00am and 6.00pm. In the event of prolonged or severe weather this period may be altered to cope with the conditions.

Action plan following “severe” weather warning –

Type **one**, snow is forecast but not actually snowing or a black ice warning.

- Staff called into work, start times no earlier than 6.00am and preferably 7.00am.
- John Deere tractor fitted with filled salt spreader to go in priority order to the listed Dorchester car parks (see list above) and apply salt to all areas including entrances and exits.
- Kubota tractor fitted with filled salt spreader to the following in order – South Street, High East/High West Street, Durngate Street, Princes Street (spread salt onto pavements) and footpath areas leading from car parks to Town Centre and spread salt.
- Mitsubishi towing filled salt spreading machine to go to the following in order – Bowling Alley Walk, South Walk, West Walk and Trinity Street and spread salt on pavements and walks.
- Transit tipper filled with salt, driver equipped with a works mobile available to fill as required the above machines, parked in an agreed central location (Corn Exchange car park)

Type **two**, actual snow laying on the ground.

- Staff called into work, start times no earlier than 6.00am and preferably 7.00am.
- John Deere tractor fitted with the snow plough and a filled salt spreader attached to go in priority order to the listed Dorchester Town car parks (see list above) snow plough as per the plan (snow piled into areas as plan, blue in Appendix 6) then immediately apply salt to all cleared areas including entrances and exits.
- Kubota tractor fitted with its snow plough and a filled salt spreader to go to the following in order - South Street, High East/High West Street, Durngate Street, Princes Street, snow plough and then spread salt on cleared pavements. Direct blade to clear snow into gutter side of the pavement. (South Street direct snow into a central area)
- Rapid pedestrian snow plough to clear the following areas in order, Bowling Alley Walk, South Walk, West Walk, and Trinity Street clearing a path for pedestrians along these walks/pavements. Direct blade to clear snow into gutter side of the pavement.
- Mitsubishi towing a filled salt spreader to liaise with the Rapid snow plough operator and spread salt on Bowling Alley Walk, South Walk, West Walk, and Trinity Street once cleared by plough.

- Transit tipper filled with salt, driver equipped with a works mobile available to fill as required the above machines, parked in an agreed central location (Corn Exchange car park)

Once this plan has been completed staff will, if time allows, fall back onto the Borough Garden paths; the Gardens will stay closed to the public until all paths are cleared and treated.

## **5. PRIORITY AREAS FOR ACCESS IDENTIFIED BY WEST DORSET DISTRICT COUNCIL / DORSET WASTE PARTNERSHIP**

- Herringston Road, areas by Hospital and Hospice, pavements only
- Cromwell Rd, Alfred Rd, pavements only
- Station Approach Dorchester South, pavements only
- Weymouth Avenue & Fairfield Road, pavements only
- Great Western Road, pavements only
- Damers Road, pavements only (between Cornwall Rd lights and Maud Rd)
- Maud Road, pavements outside shops only
- Middlemarsh Street, pavements only
- Whitfield Road, pavements only
- Leisure Centre, access footpaths and car park
- Alexandra Road, pavements only
- Gloucester Road, pavements only
- Williams Avenue pavements only
- St John Way, access footpath to Doctors surgery
- Poundbury Road, footpaths down to Normandy Way entrance
- Bridport Road, from Williams Ave to Top O Town roundabout
- West Mills Road pavements only
- The Grove, Millers close junction up to Top O Town Roundabout
- Northernhay pavements only
- Glyde Path Road pavements only
- Colliton Street pavements only
- Albert Road pavements
- Cornwall Road pavements

## 6. SALT BINS

Dorchester Town Council salt bins are all coloured green and are located at the following locations. (Further salt bin requests are assessed as to their need by using a form which takes into account local conditions etc - see Appendix 3)

- Poundbury Crescent.
- Hawthorn Road.
- Alexandra Road/Dagmar Road.
- Northernhay.
- Friary Hill.
- Fordington High Street.
- Holloway Road.
- St George's Road.
- Eddison Avenue.
- Syward Road.
- Syward Close.
- Came View Road.
- Alington Avenue/Buckingham Way.
- Culliford Road.
- Manor Road.
- Herringston Road.
- Normandy Way x 2

These bins are filled during late summer by the County Council and should be used on the public highway only. It should be noted that over salting damages the environment and the spread rate for hand salting should not exceed 20g/m<sup>2</sup> (this is about a tablespoon).

**Yellow salt bins are the private property of other authorities and the salt in them should not be used by members of the public.**

## 7. GUIDANCE ON VOLUNTARY 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.

We ask residents to respect the County Council'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/m<sup>2</sup> (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/m<sup>2</sup> is sufficient
- Spread salt near watercourses, special sites of nature and scientific interest or near tree roots or grass verge areas.

## **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 Appendix 4) 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 the County Council 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 5 weather stations across the County (see Appendix 9), by the winter of 2011/2012 there number will be increased to 9 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 (see Appendix 10) to reflect the topographical and metrological 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

Over the last few years the County Council has employed the services of the Meteo Group to provide specific daily weather forecast of road surface temperatures and conditions across the County. The contract for this service is being re-tendered at this time (April 2011).

### 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 receptacles for the storage of salt or grit for use on the public highway, as a form of self help. Bins are not provided by the County Council 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

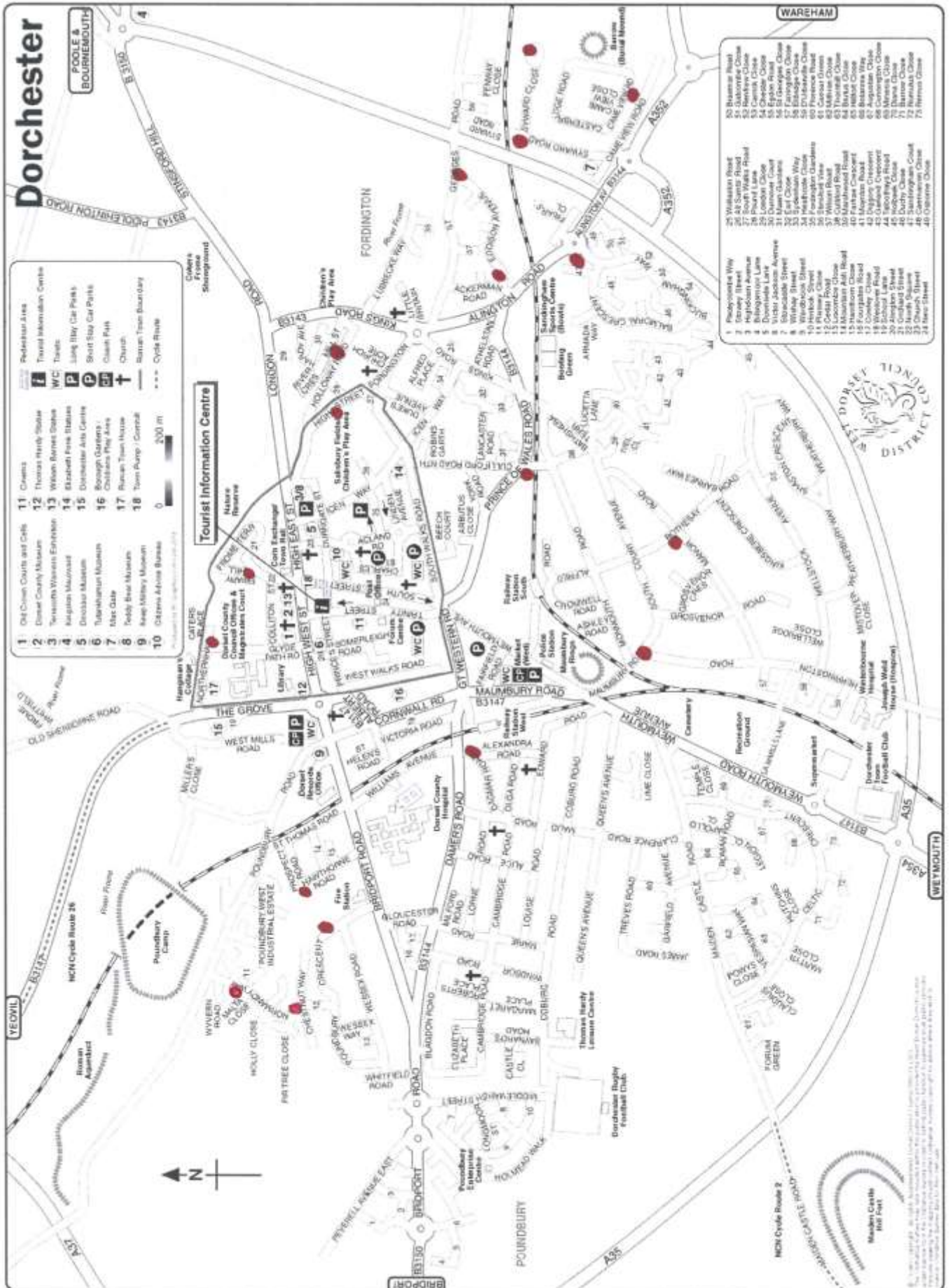
The amount of salt applied to a surface varies depending on the forecast received but typically the following spread rates are sufficient:-

- 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 – Salt Bin Locations



### APPENDIX 3 – Grit/Salt Bin Request Form

#### Dorset County Council Grit / Salt Bin Request Form

Location of Bin:- (include plan)	Date of Assessment:-	Assessed by:-
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	Characteristic	Severity	Scores	Actual Score
1	Severity of Gradient	Steep Moderate Slight	75 40 Nil	
2	Severity of Bends	Sharp Moderate Slight	60 25 Nil	
3	Extent of Difficulty & Danger (e.g. junction, visibility, gradient at junction, difficult access for gritter)	High Moderate Slight	90 30 Nil	
4	Category of Traffic	Estate Industrial Rural	20 10 Nil	
5	Traffic Flow	Heavy Light	20 10	
6	On treated network	Yes No	-200 20	
7	Salt bin in area	Yes No	-50 Nil	
8	Convenient to site bin	Yes No	10 Nil	
9	Bus route	Yes No	10 Nil	
10	Accident record	Yes No	20 Nil	
11	Special factors (e.g. Hospital, Nursing Home, Aged person accommodation, Doctors)	Yes No	20 Nil	
			<b>Total</b>	

Signed.....  
(Assessor)

Approved.....  
(Manager)

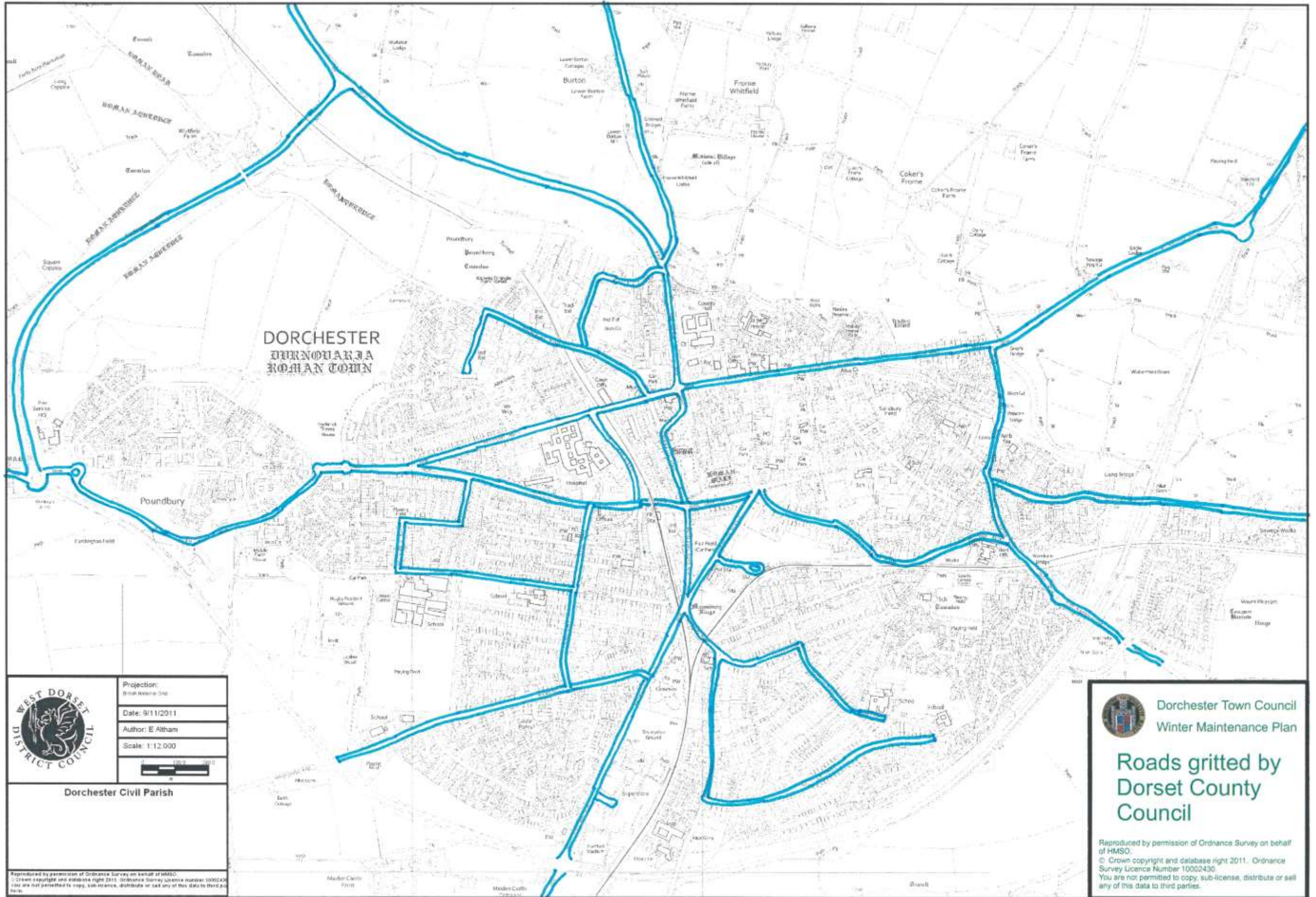
Date:


Date:

Added to Grit Bin Schedule.....

Date.

APPENDIX 4 – Dorset County Council Highway Gritting – Dorchester



	Projection: British National Grid
	Date: 9/11/2011
	Author: E Altham
	Scale: 1:12,000

Dorchester Civil Parish

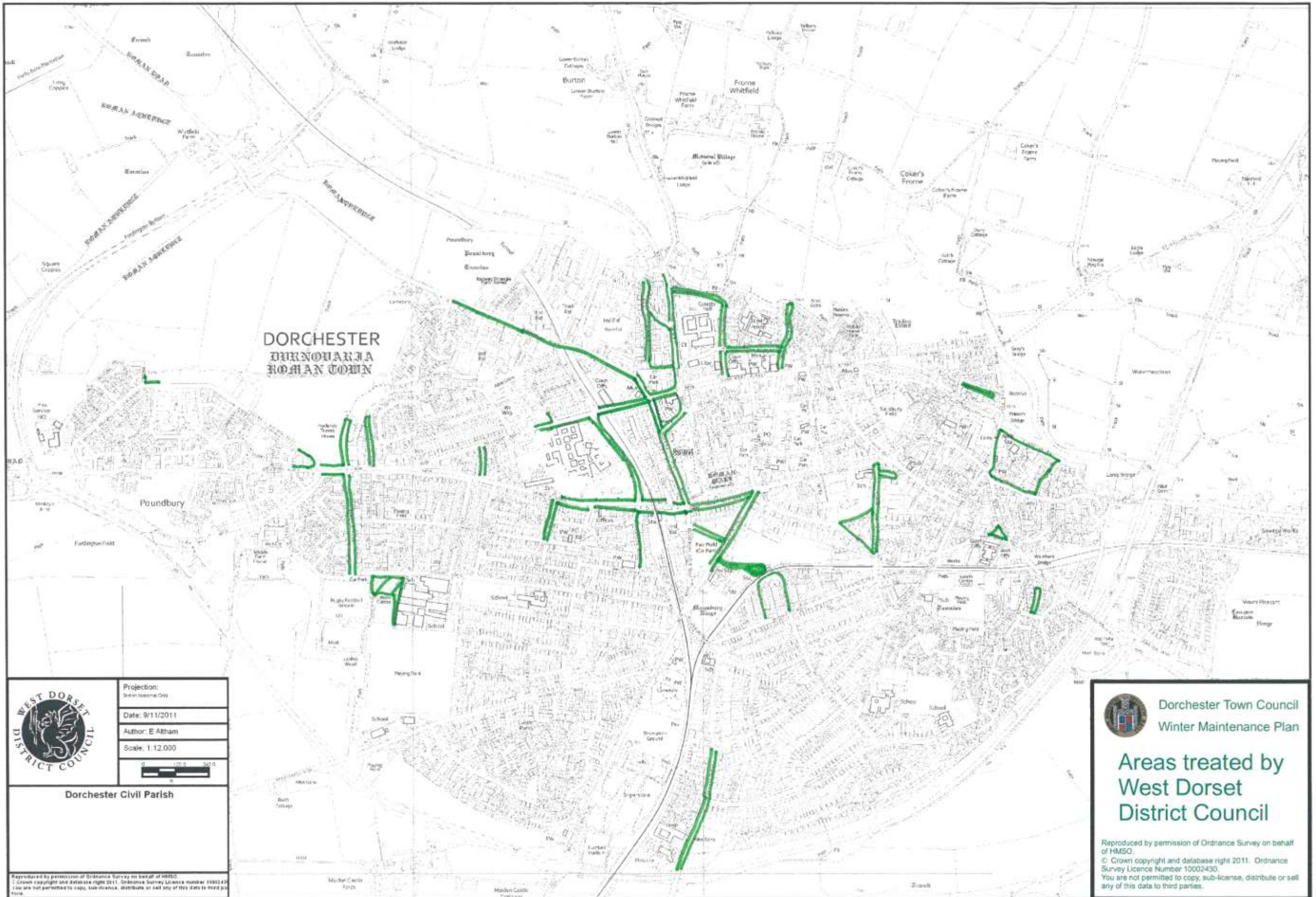
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	Dorchester Town Council
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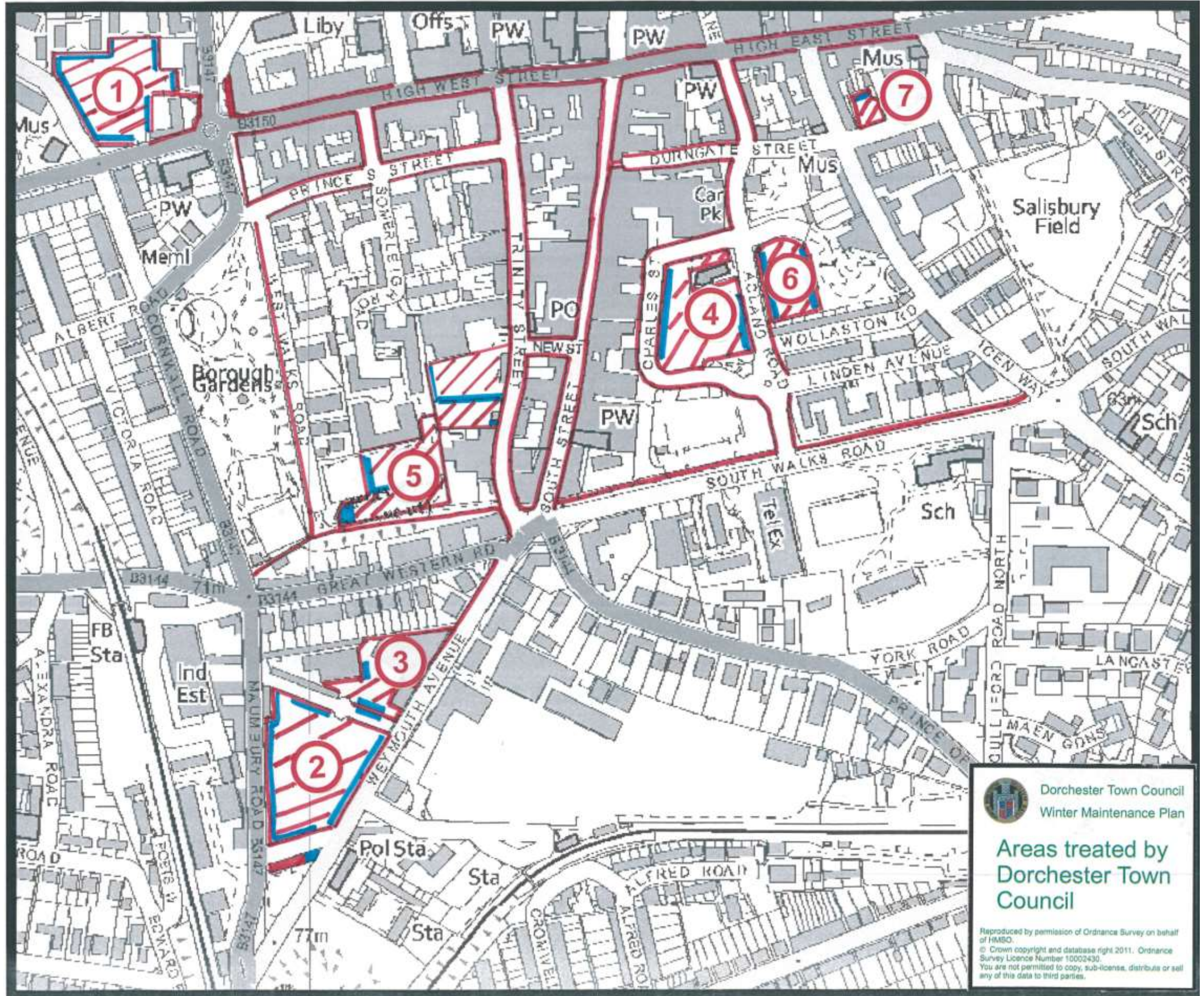
Roads gritted by  
Dorset County  
Council

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APPENDIX 5 – Dorset Waste Partnership Snow Clearance Areas

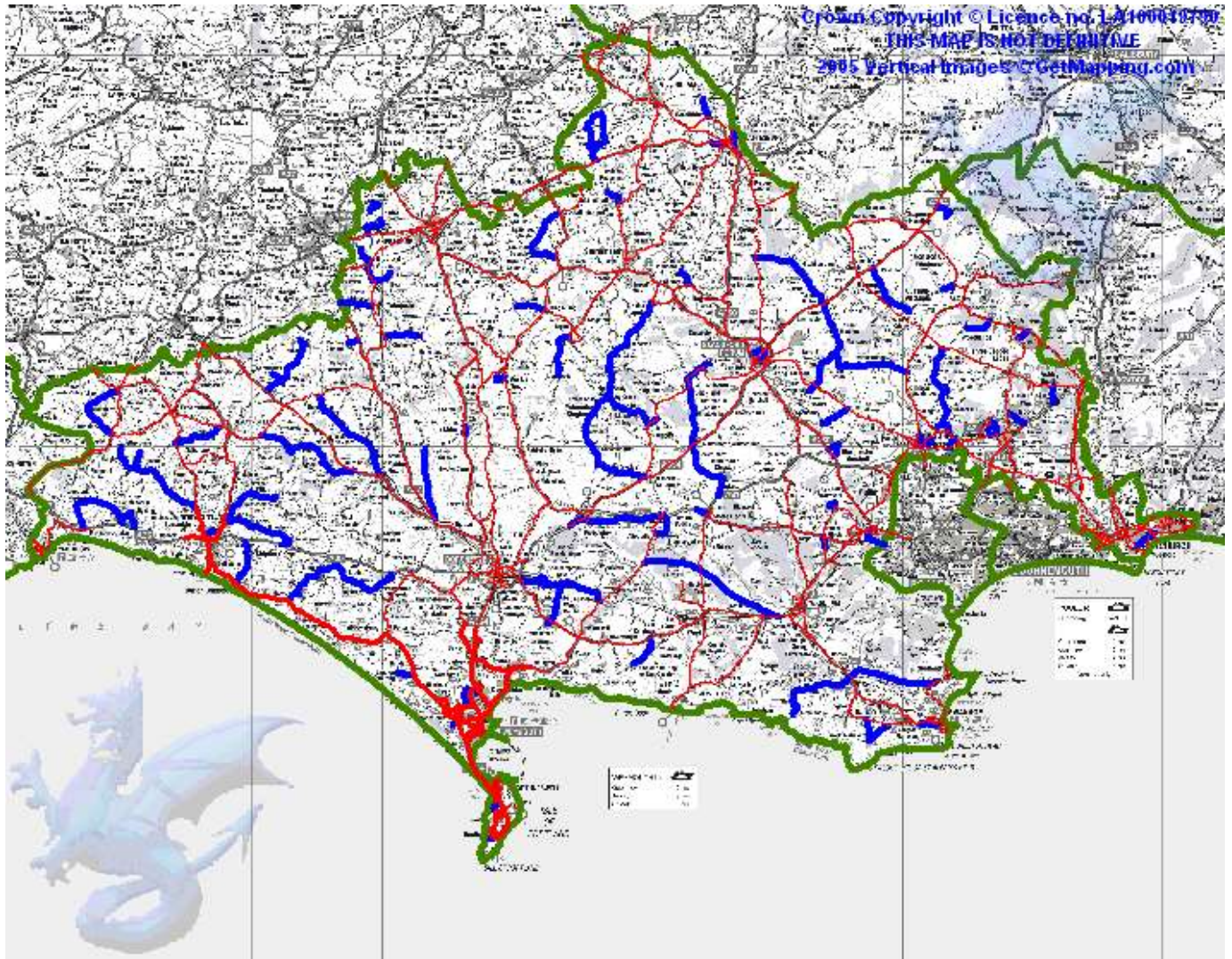


APPENDIX 6 – Dorchester Town Council Snow Clearance Areas



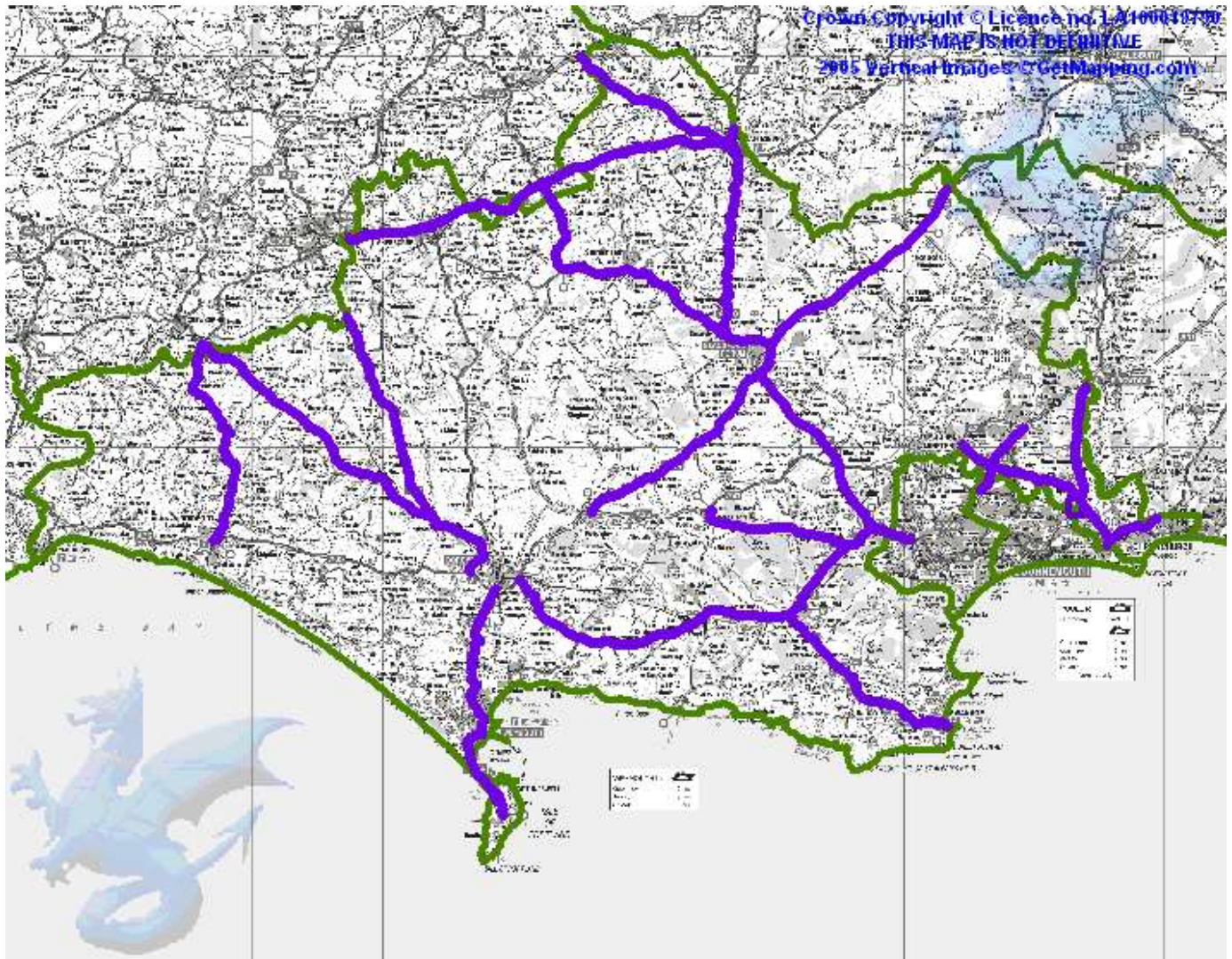


**APPENDIX 7 – Precautionary Salting Network (Red) - Community Salting Routes (Blue)**



A zoomable version of this map can be found at [www.dorsetforyou/winter](http://www.dorsetforyou/winter)

## APPENDIX 8 – Priority Ploughing Network



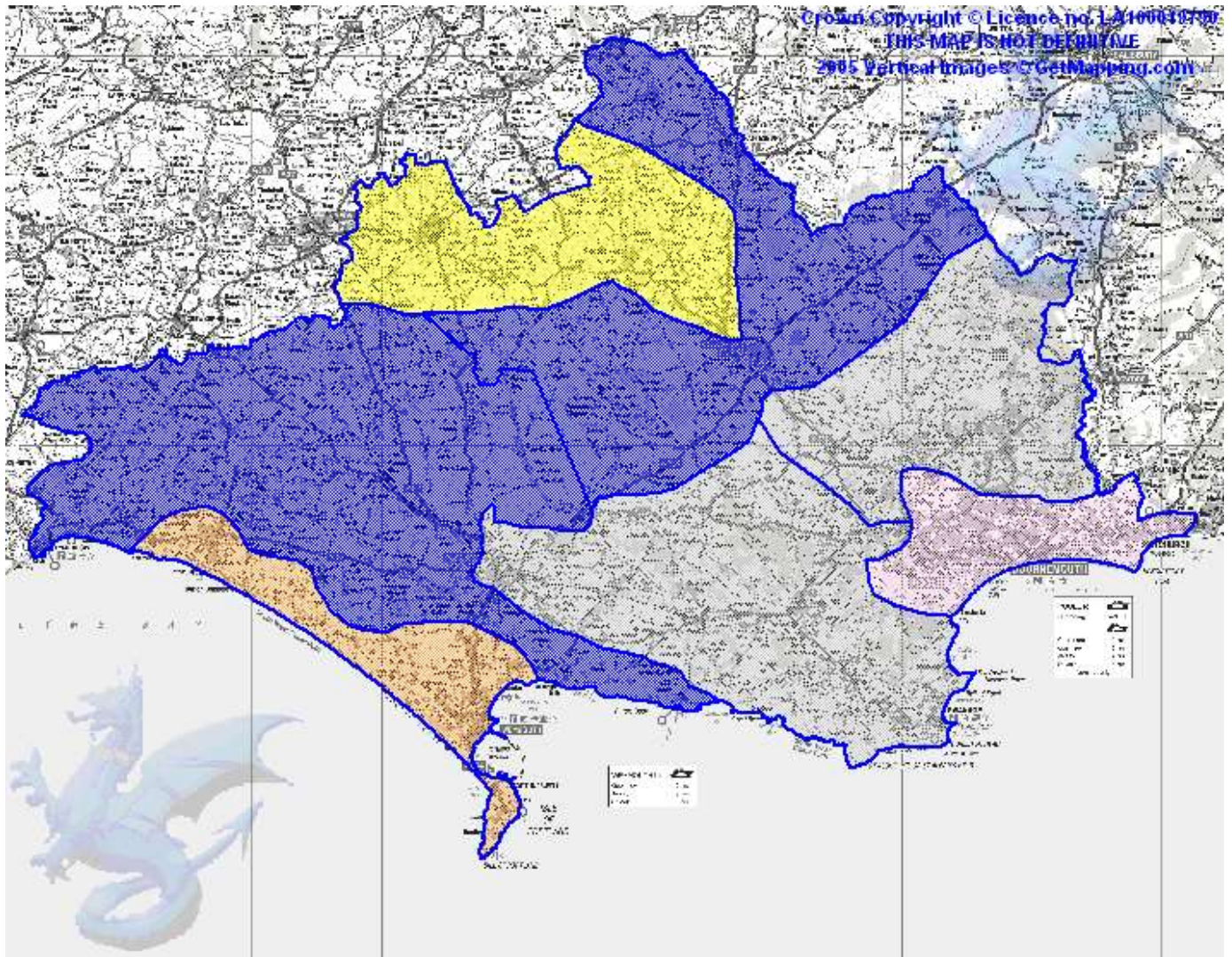
A zoomable version of this map can be found at [www.dorsetforyou/winter](http://www.dorsetforyou/winter)

## APPENDIX 9 – Weather Station Map



A zoomable version of this map can be found at [www.dorsetforyou/winter](http://www.dorsetforyou/winter)

## APPENDIX 10 – Weather Domain Map



A zoomable version of this map can be found at [www.dorsetforyou/winter](http://www.dorsetforyou/winter)

## APPENDIX 11 – 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.



Dorset County Council 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 footways. 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 the County Council uses just 10 grams per square metre.

## **APPENDIX 12 – Dorset County Council – Winter Service Policy**

A full copy of the County Council's Winter Service Policy can be found on their website:-  
[www.dorsetforyou.com](http://www.dorsetforyou.com).

### **Dorset County Council 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 our **weather forecast provider** between October and April and take appropriate actions. Issue a Daily 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 the Governments "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. (This will be subject to review in 2012).
- Fund contractors to help us clear agreed local roads.

### **Dorset County Council 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.