

## ASHFORD JOINT TRANSPORTATION BOARD 12 JUNE 2012

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| <b>Subject:</b>                  | <b>Winter Service Plan</b>  |
| <b>Director/Head of Service:</b> | Spencer Palmer – Head of Highway Operations – Kent County Council   |
| <b>Decision Issues:</b>          | These matters are within the authority of the Kent County Council and Ashford Borough Council   |
| <b>Decision:</b>                 | For information   |
| <b>Ward/KCC Division:</b>        | <b>All</b>  |
| <b>Summary:</b>                  | This report outlines the arrangements that have been made by Kent County Council to provide a local winter service in the event of an operational snow alert in the borough |
| <b>For Information:</b>          | <b>This report is for Members Information</b>   |
| <b>Classification:</b>           | THIS REPORT IS OPEN TO THE PUBLIC   |

### Introduction

1. Kent County Council Highways & Transportation (KCC H&T) takes its winter service responsibilities very seriously and is proactive as well as reactive to winter weather conditions. Winter service costs KCC in the region of £2m every winter and needs careful management to achieve safety for the travelling public and to be efficient. The Highways Operations teams in H&T work to ensure that the winter service standards and decisions made are consistent across the whole county.

KCC H&T prepares an annual Winter Service policy and plan which are used to determine actions that will be taken to manage its winter service operations. The policy will be submitted for consideration to the Environment, Highways and Waste Cabinet Committee on 20<sup>th</sup> September 2012.

### District based winter service plans

2. The Local Winter Service Plan for the Ashford District is a working document. It will evolve and be revised as necessary throughout the year. The document will be available on the KCC website. This document complements the KCC Winter Service Policy and Plan 2012-13. This plan enhances the work that H&T will continue to do in providing a countywide winter service. The local plan comes into effect when a snow operational alert is declared that affects the district of Ashford.

### **Pavement clearance**

3. Areas for clearing pavements have been identified in the district plan. These are the areas where local knowledge has indicated that people are concerned and would most like to be kept clear when there is snow and ice.

### **Farmers**

4. The work that our contracted farmers have done in recent years is greatly appreciated and has made a big difference in keeping rural areas clear on snow days. Again this year farmers will have predetermined local routes and will use their own tractor and KCC ploughs for clearing snow. The ploughs supplied are serviced by KCC each year. Each farmer will have plans detailing the roads that they are responsible for ploughing. When snow reaches a depth of 50mm on roads in their areas the farmers will commence ploughing notifying KCC as agreed in their contract.

### **Recommendations**

5. Members are asked to note this report.

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### **Annex 1 Ashford District Winter Service Plan**

**Contact officer: Lisa Holder**

Tel: 08458 247800



# Winter Service Handbook

2012/13

## Ashford Borough



# Winter Service Handbook for Ashford Borough

## Contents

### 1. KCC Highways and Transportation Winter Service Policy Statement and Plan

This handbook supplements Kent County Council Highways and Transportation's Winter Service Policy Statement which was endorsed and adopted by Kent County Council's (KCC) Environment, Highways and Waste Policy Overview and Scrutiny Committee (EHW POSC) on 27 September 2011. This is available on the KCC website at the following address

<https://shareweb.kent.gov.uk/Documents/roads-and-transport/roads-and-pavements/winter-service/Winter%20policy%202010-11.pdf>

KCC H&T prepares an annual Winter Service policy and plan which are used to determine actions that will be taken to manage its winter service operations. The policy will be submitted for consideration to the Environment, Highways and Waste Cabinet Committee on 20th September 2012.

### 2. Winter service procedure

During normal working hours, the District Manager and Operations Engineer for Ashford will deal with all Winter Service matters, including managing local action in snow/ice emergencies. The Standby Officer will assume control out of hours, seeking advice as appropriate from the Winter Duty Officer and District Manager as appropriate. The District Manager will also ensure that adequate support is provided to Standby Officers out of hours in emergency situations and that a suitable handover briefing takes place at the start and end of the normal working day if needed.

Immediately after 1400 hours daily the weather forecast/information will be made available. The District Manager and/or Operations Engineer will review the forecast and decide whether any local action is required.

A snow/ice emergency can only be declared by a Highway Manager (HM). In the event of a snow/ice emergency being declared by the HM, strategic action should be considered, i.e. opening an Emergency Room and calling in other staff etc.

In a declared snow emergency the priorities are primary routes and secondary routes. It is unlikely that any other actions, save safety critical issues, will be taken initially until KCC Highways is on top of keeping primary and secondary routes clear. All requests for additional salt bins (save those from County Members under the Member Highway Fund scheme) will be rejected and will instead be considered during the following Summer. Similarly, salting routes will not be reviewed or changed until the following Summer. Any requests to spot salt locations will be sifted to identify any that are priorities to visit and assess. Given the volume of requests, those that relate to residential areas are unlikely to be visited until resources allow. It is expected that the Contact Centre and Hub staff will be able to resolve most enquiries by referring to the Winter Service Policy statement.

### 3. KCC Information

#### Ashford Highways Operations Team

|                  |                  |
|------------------|------------------|
| Lisa Holder      | District Manager |
| Lee Goodman      | Highway Engineer |
| Ron Swan         | Highway Steward  |
| Darren Anderson  | Highway Steward  |
| Jennie Wickenden | Highway Steward  |

#### Ashford Standby Officers

|                 |
|-----------------|
| Darren Anderson |
| Kevin Gore      |
| Lee Goodman     |
| Ron Swan        |

#### Winter Duty Officers

|                |
|----------------|
| Alan Casson    |
| Toby Howe      |
| Earl Bourner   |
| Jamie Watson   |
| Mark Simmons   |
| Ian Lancefield |

#### Senior Managers

|                 |                             |
|-----------------|-----------------------------|
| John Burr       | Director                    |
| Spencer Palmer  | Head of Highway Operations  |
| Carol Valentine | Highway Manager – West Kent |
| Toby Howe       | Highway Manager – East Kent |

| Name               | Telephone number |
|--------------------|------------------|
| KCC Contact Centre | 08458 247800     |

#### **4. Farmer Snow Plough Agreements.**

Farmers local to the area are under contract to plough snow on the more rural routes when necessary. Each farmer will have details of the roads to be ploughed. The farmer uses his own tractor, often with a KCC plough, which is serviced every year and maintained by KCC. When snow reaches a depth of 50mm on roads in their areas the farmers will commence ploughing. Before this occurs the farmer should phone the Contact Centre of the intention to start ploughing. This information will be relayed to the relevant area office. Otherwise KCC Highways staff will contact the farmer directly and instruct action. Farmers are paid by the hour when actually ploughing. The current contractual arrangements with farmers extend to (and include) the winter of 2012/13. The routes that are covered by the farmers are available on request.

#### **5. Hand clearance and salting of key pedestrian areas and routes.**

A note and maps indicating priority pedestrian areas and routes, including bridges and underpasses, for hand clearance and salting, either using Ashford Borough Council contractors and supervisors during snow emergencies or Enterprise operatives is available on request.

#### **6. Snow clearance priorities, with details by town/area in priority order**

A list of snow clearing priorities is available. Their inclusion does not guarantee that action will be taken at these locations as primary routes and secondary routes will always be actioned first.

#### **7. Plans of primary and secondary routes**

Maps showing the primary and secondary salting routes are able to be accessed on our website at the following address  
<http://www.kent.gov.uk/SaltingRoutes/Map.aspx>

7. Most bus routes will be covered by these routes but not all.

#### **8. Spot salt list i.e. wet spots on and off precautionary routes.**

Enterprise are to hand salt these locations whenever a salting of secondary routes is instructed and on an ad-hoc basis as instructed by the District Manager and Operations Engineer. Locations available in request

#### **9. Salt bin locations**

These will be periodically checked and restocked. The Winter Service Policy Statement and Plan sets out the procedures for deploying additional salt bins. During the Winter period, no additional salt bins will be deployed (unless funded through the Members' Highways Fund). Any other requests/locations will be considered during the following Summer.