

# CANTERBURY CHRIST CHURCH UNIVERSITY

## ESTATES AND FACILITIES SERVICES

### PROCEDURE FOR DEALING WITH ICE AND SNOW CONDITIONS ON THE CANTERBURY CAMPUS

The Grounds and Gardens Manager will:

- Maintain rolling 5-day weather forecast from the BBC web pages from November to April.
- Advise the Assistant Director of Estates or the Assistant Facilities Director (Operations) when there is the likelihood of a heavy snowfall that could affect the University.
- Check stores of salt regularly and ensure that the salt bins are full and salt stock levels are appropriate for the prevailing weather conditions, providing that supplies are available nationally.
- Ensure that when the 5-day weather forecast indicates snow is forecast that the appropriate equipment and mechanical plant is prepared and made ready for use.
- The Assistant Director of Estates will forward this weather warning to the following managers:
  - Director of Estates and Facilities and/or
  - Director of Human Resources

\* Or if both unavailable, another member of the Business Continuity Group.

The Canterbury Campus Priority Snow/Ice Clearance map indicates the list of the priority route of paths and roads for salting and clearing following a severe frost or snow fall. Salt bin locations are marked upon the map.

The Grounds and Garden staff will endeavour to start salting and clearing roads and paths by 6:30am Monday to Friday but this will depend upon how successful they are at travelling to the campus themselves in extreme weather conditions.

## Ice

- In the first instance ice outside main entrances will be treated with salt by the security staff
- Footpaths will be salted first in priority order as per the Canterbury Campus Priority Ice/Snow Clearance map followed by the roads/car parks. Under “moderate” adverse conditions this should be completed by midday.

### Footpaths will be treated in the following order:

#### Priority A

- Old Sessions
- Gate 4 To Anselm Foyer/Becket
- St Augustine`s Pedestrian Entrance to the Maxwell Davies Building and on to Laud Entrance
- Pathway from Old Sessions to Anselm

#### Priority B

- Somerville to Invicta
- Ramsey to Powell
- Fynden and Thorne to Erasmus
- Davidson, Lang & Temple to Anselm

#### Priority C

- All other small pathways will be cleared of snow and /or treated with salt after the footpaths on the above list are complete.

### Roads and car parks will be treated in the following order:

#### Priority C

- Old Sessions
- Priory approach Road/Car Park
- Red
- Blue
- White/Approach road via gate 5
- Black
- Green
- Yellow

## **Snow**

- In the first instance snow outside main entrances will be cleared by the Security staff
- Paths and then roads will be cleared in the same priority order as for ice shown above, as per the Canterbury Campus Priority Ice/Snow Clearance map

It is desirable for snow clearance and subsequent gritting to be completed by midday; however this is subject to the availability of staff and the amount of snow fall.

Paths and roads will continue to be treated with salt throughout the day while the temperature remains below freezing.

### **Why roads and paths may still be icy**

Priority will be given to ensuring that firstly pedestrian walkways and secondly vehicular access routes will be kept clear. However no guarantee can be given that paths and roads will always be completely clear of ice or snow because:

- It takes time for the salt to become effective after roads and paths are salted.
- Rain can wash salt off roads and paths, leaving them prone to re-icing.
- In severe cold weather (below -8°C) even salt will not prevent roads and paths from icing)

If a frost follows rain, salting will normally start after the rain has stopped to avoid salt being washed away. Temperatures may fall by as much as -5°C per hour and the wet roads and paths may well freeze before it is possible to apply salt.

Staff and Students are therefore advised to take appropriate care when walking on treated or untreated paths and where possible take an internal route through adjoining buildings.

### **In the event of exceptionally severe weather conditions**

If there is a heavy fall of snow overnight; Security will contact the Grounds and Gardens Manager at 5:00 am, who will discuss the conditions with them;

- Until the Grounds/Garden staff members arrive at the University Security will endeavour to clear main entrances.
- A team made up of the available Estates and Facilities Services staff on site will endeavour to clear only the footpaths in the priority order. Those with medical conditions or for whom this type of activity would not be suitable will not be asked to take part.
- If the situation continues to worsen to the point at which the Priority A paths cannot be kept clear the Grounds and Gardens Manager will then discuss the situation with the Assistant Director of Estates and take appropriate action according to the severity of the weather.
- When this situation arises the Assistant Director of Estates or Assistant Facilities Director (Operations) will advise the Estates and Facilities Director that the campus may need to be closed for normal operations, leaving the available team to endeavour to make safe paths for those students in residence on the campus.
- The Estates and Facilities Director will discuss the potential closure of the campus with the Business Continuity Group. If the closure of the campus is decided this will be communicated using the procedures for use in adverse weather.

### Hall Place

- In the event of ice/frost the Security Caretaker will distribute the salt creating a pathway to the main entrance.
- In the event of snowfall the Security Caretaker will clear a path to the main entrance and salt accordingly until the Grounds and Gardens team can attend.
- A contract will be maintained to clear the paths and the main car park using manual methods or with a snow plough for severe weather conditions. Completion of this will be dependent on the contractor's ability to reach the site. This contract is currently placed GW Groundcare.

### Augustine House / Petros Court

- In the event of ice/frost the Security Caretaker will distribute the salt creating a pathway to the main entrance.
- In the event of snowfall the Security Caretaker will clear a path to the main entrance and salt accordingly until the Grounds and Gardens team can attend.

### Other buildings and residences which adjoin local authority or unadopted roads and pavements

- Snow clearance and gritting of roads & pavements is the responsibility of the Kent Highways and the local authority (or the landlord in the case of unadopted roads).
- Staff and Students are therefore advised to take the necessary care when walking on treated or untreated public roads and pavements when moving between the University's buildings.
- A small stock of salt and a shovel will be retained in buildings with an on-site Security or Housekeeping presence, who will treat or clear a path between the building threshold and the public pavement.
- For buildings which do not have an onsite Security or Housekeeping presence a member of the Grounds & Gardens team will visit to treat or clear a path between the building threshold and the public pavement. This visit will be scheduled to coincide with the end of the clearance of the B priority paths.

Authors PS

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