

2200 Snow Clearing & Gritting Policy

2200.1 Introduction

The following document describes the University of York's policy regarding snow clearing and gritting at the University in line with the University's Welfare and Environmental strategies.

2200.2 Snow Clearing and Gritting – Objective

The University will operate a snow clearing and gritting procedure over the recognised winter period between mid November and the end of March. During this period the University will endeavor to maintain safe access to and movement across campus for vehicles and pedestrians, by clearing snow and treating surfaces with rock salt.

In extremes of weather it may not be possible to clear all routes across campus and under those circumstances, a network of routes centered around and linking to buildings and the covered way network will be cleared and maintained. Routes that are not to be cleared will be clearly marked as such by signage deployed at the beginning of the winter period.

During the defined winter period, Met. Office weather forecasts will be monitored on a daily basis and early planned attendance on campus by Grounds Staff will be instigated when snow fall or an air frost is forecast.

The University will ensure that supplies of rock salt to maximum storage capacity are available at the beginning of the defined period and will endeavor to maintain sufficient supplies of rock salt throughout the winter period, depending on the prevailing market conditions for supply.

The University will engage contractor assistance as necessary to supplement the efforts of University staff in maintaining a safe network of roads and paths across Heslington West and Heslington East campuses, The King's Manor and Other major University properties.

'Self help' rock salt bins are strategically arranged around the Campus. Staff are encouraged to use these facilities to address local difficulties.

There are a number of roads adopted by the Local Authority around the Campus. These are outside the scope of this Policy and are therefore excluded .

2200.3 Estates Services Procedures

Appendix 1 details the specific arrangements that are in place.

2200.4 Communications

Communications on the current status and specific advice for Students, members of staff and Visitors will emanate from the Communications Office. This information flow will be made by a member of the University's Senior Management team. The structure and the associated assessment and feedback mechanisms are detailed within Appendix 2.

2200.5 Revisions

Estates Services

Appendix 1: Severe Weather Procedure

Aim

To maintain a safe site for all Campus users, particularly Students and Staff during periods of frost and snow.

Mandate

The University has a duty to provide safe access and egress to and from its buildings under the Health + Safety at Work Act 1974 section 2 (2)

The University can decide which route ways it wishes to maintain, as long as this is reasonable. It is most important to ensure that routes/areas which are designated targets for treatment are treated and checked regularly thereafter to maintain a safe route.

Procedure

All grit bins around Campus will be checked and re-filled where necessary in mid October every year (PPM)

During October, all staff who have not had replacement safety boots within the last 3 months will automatically have their boots replaced with new, so as to ensure all footwear is in good condition with a good depth of tread.

Quantity of Rock salt in store at the Grounds Depot will be checked at the beginning of November and if necessary extra quantities ordered (PPM)

In October, all equipment and machinery used in the gritting and snow clearing operation will be checked to make sure it is in good working order.

The Standby period over which the severe weather procedure is to run will be from mid November until beginning of April.

Severe weather operations will begin at 6.00 am on days when frost or snow is expected. This start time will cover the arrival of the vast majority of Staff and Students to work on Campus. The aim is to clear all identified primary routes by 8.00am on the same day, with the clearance of all identified subsidiary routes by 9.00am. A plan of treated routes is available at site <http://www.york.ac.uk/admin/hsas/Severe Weather Plan .pdf>

Snow clearing/Gritting will be carried out by members of the Grounds staff, who will be asked to arrive at work at 6.00am on the mornings when frost or snow is expected. The 11 members of the Grounds staff will be divided into 3 teams (2 teams containing 4 staff and 1 team containing 3 staff). Each team will be on call for a period of 1 week in every 3 from Sunday until Saturday throughout the standby period. During weekend periods attendance following a call out will be at 8.00am rather than 6.00am.

The decision to begin work early will be taken at lunchtime on the preceding day by the Grounds Manager based on a forecast obtained via the Weather call service or via the internet from the Met. Office web page. If the Grounds Manager is unavailable then the forecast information will be obtained by the Head Gardener/Head Grounds person who will then make a decision as to whether Grounds staff will begin work early the next day. Call outs will only normally be actioned when an air frost (0°C or below) or snow is forecast. If particularly adverse weather is forecast, then steps and slopes around campus will be gritted in the afternoon prior to the following mornings planned call out.

All equipment which will be used in the severe weather operation will be left ready to use the night before an expected early start in order to make sure snow clearing/gritting starts promptly.

Following periods of sustained frost/snow, all grit bins around campus will be checked and re-filled as necessary.

The gritting operation on early call outs will normally consist of 3 strands as follows:

Pick up with traile

Health Centre car park
Campus South car park
Newton Way/Physics turning circle
Electronics car park
Psychology car park
Newton Way
Heslington Hall courtyard
Main Street car park
Stables car park
Derwent Nucleus approach
Langwith Nucleus approach
Harewood Way/ Central Hall approach road
Campus central car park
Vanbrugh Way
Information Centre car parks
Vanbrugh College approach
Lyons Concert Hall rear & car park
Road north of Barron 7 Scott Courts
Wentworth Way
Bio Sciences car parks
Biology stores
Wentworth kitchens
Wentworth Way
Seward's Way
Car park north
Innovation Way
Chemistry car parks
Genesis 6 car park
Alcuin Way

Massey Ferguson 1230 with traile

gritter
Zebra crossing Heslington Lane
Cycle path to pumping station on Newton Way
Kitchens to rear of Roger Kirk Centre
James College residential blocks
James Way
Cycle path to Wentworth service road
Wentworth residential blocks
Cycle path to Barron & Scott Courts
Sally Baldwin to Biology
Scott Court underpass to Computer Science
Cycle path to north of HYMS, Alcuin & Science Park
Science Park to Windmill Lane
Chemistry loading bay
Harewood way garages
Cycle path between Langwith and Central Hall
Harewood Way along Spring Lane
Spring Lane housing garages
Eden's Court
St Lawrence Court
Halifax Court accommodation and car parks
Sports fields' cycle path

John Deere Gator

Electronics cycle path
James Bridge
Wentworth steps
Wentworth nucleus
Bridge from Biology J block
Goodricke/Vanbrugh Bridge
Sally Baldwin complex
Music rooms
Information Centre
Market Square
Security Centre
Library Bridge
Footbridge over Morrell Way
Seeböhm Rowntree & Alcuin teaching blocks
Alcuin Porters Lodge
North of Library

Computer Science
HYMS
Alcuin A block
Chemistry steps
Derwent
Langwith
Heslington Hall steps front & rear
VC's drive
Spring Lane Bridge
Medical Centre
Stables/Heslington Hall
5 Main Street
Tuke Centre

In extreme weather conditions and during extended periods of heavy snow fall, the Grounds manager will initiate emergency support from Campus Services by notifying the Assistant Campus Services Manager. Campus Services will then as a temporary measure, provide support by maintaining access along designated covered walkways and immediately outside building reception areas.

Compact tractors with snow ploughs will also be deployed to clear agreed paths around campus and routes not receiving treatment will be signed as such. These details are available on the Health & Safety web site <http://www.york.ac.uk/admin/hsas/Severe Weather Plan.pdf>

Heslington East

The above procedure will apply equally to the new Heslington East Campus, except that currently the cover for early planned attendance will be provided by a contractor. The gritting operation on Heslington East consists of:

Kimberlow Lane to and including the Transport Interchange and car park

Goodricke Lane

Freeboys Lane

Baird Lane

Deramore Lane

The Pathway Pedestrian ribbon

Lakeside Way

All primary pedestrian routes in and around Goodricke College

All Primary pedestrian routes in and around the cluster 1 academic buildings including links to bus stops on Lakeside Way

When snow conditions prevail, the Grounds Section will plough all the vehicular routes above, including the pedestrian ribbon.

Appendix 2: Business Continuity Planning

Estates Services Procedure

Business Continuity Planning

