



# Community Preparedness

## Winter Gritting Pack



Although Suffolk County Council has responsibilities for snow clearance and gritting alongside the Highways Agency, they do not have unlimited resources and are unable to provide clearance of snow on every pavement or road in Suffolk.

Suffolk roads, pavements and cycle tracks are salted and snow cleared according to a system of priorities. Pavements and cycle tracks are only normally treated in the event of snow (See annexes E & F for further detail).

The County Council's position is that sensible self-help is to be encouraged. There is also a public misconception that getting involved with snow clearance can leave individuals accountable if someone slips on an area they have cleared. However, if volunteers have registered with their District, Parish or Town Council they will be covered under County Council insurance – see annexe B. The government also takes this view and has issued a “Snow Code” to advise people on what steps to take.

[Clearing snow and ice from pavements yourself : Directgov - Newsroom](#)

### **How can local communities create Winter Gritting Groups?**

- A Town, Parish Council, or local community snow clearing volunteer group work out a list of vulnerable areas.
- The Town / Parish Council prioritise and coordinate locations for local gritting schemes.
- Identify local ‘champion’ to promote & drive message across local community. Ideally person whose role or profile leads them to being out and about, and engaged with the local community.
- Create / develop local plan to aid coordination & activation of snow clearance. Include & maintain lists of registered volunteers along with contact details/ local coordinators for activation of volunteers
- Identify additional resources to purchase; e.g. Hi Vis Jackets, Gloves, Snow shovels, Grit Bins etc. Consider bulk purchasing schemes with other community groups.



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- Engage with media and identify mechanisms for including local businesses 'good news stories' when seeking / promoting sponsorship / donations
- The Town, Parish Council or community group asks for volunteers using notice boards, Parish magazines, approaching local clubs and organisations, holding local recruitment drives etc etc.
- For the purposes of insurance, ensure all volunteers are registered with the Town / Parish Council & have received an appropriate Health & Safety brief. (See advisory brief Annexe A)
- Make sure grit boxes are in place and full at the start of the winter (Town and Parish councils need to supply their own grit boxes and agree their locations with Suffolk County Council). The County Council will fill & replenish these free of charge.

**Note:** only grit bins/heaps associated with Town / Parish Council for use on the public highways will be supported by the County Council.

- Identify storage points and routine for volunteer access to equipment.
- Activating gritting teams can be determined by noting when Snow or Ice has formed; County Council Gritters are predicted to be operating on the highways <http://www.suffolk.gov.uk/roads-and-transport/roads-pavements-and-verges/salting-gritting-and-clearing-snow/> or using local weather forecasts for predicted Ice (see link below).

[East of England weather forecast - Met Office](#)

[http://www.metoffice.gov.uk/weather/uk/ee/ee\\_forecast\\_weather.html](http://www.metoffice.gov.uk/weather/uk/ee/ee_forecast_weather.html)

- The co-ordinator mobilises and directs the volunteer group who work through their priority areas.
- Support, acknowledge & praise volunteers when activated,

Borough & District Councils may coordinate bulk buying on behalf of local communities. For further details, please contact your local council. (for Babergh & Mid Suffolk – Sarah Carter on 01449 724500. Any Town/Parish



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Council can contact Bradley Smith Bradley Smith  
[bradley.smith@sudburytowncouncil.co.uk](mailto:bradley.smith@sudburytowncouncil.co.uk) )

You can also register and gain further information on the Suffolk  
Community Resilience website <http://www.getpreparednow.co.uk/>.



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### Volunteer Health & Safety Brief

### Annexe A

**All snow clearing volunteers should take note and receive a copy of the following advice from Suffolk County Council when clearing snow from the highway or from outside their properties.**

Anyone clearing snow on behalf of the Parish Council would be covered under the terms of the County Council's insurance for public liabilities **providing** *volunteers have registered with their Parish Council, read and understood the following health and safety points:*

Anyone clearing snow from outside their own property or someone else's property would only be liable for an accident if their efforts actually made the pavement less safe than it was with the snow and ice undisturbed and as a result somebody is injured.

Volunteers spreading salt/grit for clearing snow from the highway at times of severe weather should:

- Wear a high visibility long sleeved vest or jacket. A vest can be worn over normal clothing. A jacket can be worn in place of a normal coat.
- Wear warm clothing and stout footwear which will provide a good grip. Physical work will warm up the body so be prepared to shed layers, but remember that your body will quickly cool down once you cease working.
- Ensure that someone is aware that you have gone out to carry out this work and how long you intend to be there for. Remember also to advise that person of your return.
- Assess the location before commencing work. Do not attempt to work if you feel conditions would make this unsafe - for example, if visibility is poor, traffic flows are too high or conditions are so severe that you would be placing yourself at risk of falling or extreme cold.
- Always be aware of approaching traffic. Remember the conditions may mean that traffic will have difficulty stopping. Try to work in pairs so that someone can observe the traffic.



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- Use the grit sparingly and thinly (see Annexe H). Spread a small amount on a shovel and sprinkle gently. The material in the grit bins/heaps is a mixture of 1 part salt and 9 parts grit. The salt is there to inhibit freezing of the grit into lumps. The grit is intended to provide grip on the surface of compacted snow or ice.
- When spreading salt/grit on the pavements it is better to remove most of the snow and then spread the salt/grit mixture.
- **DO NOT USE HOT WATER!** This will melt the snow, but will replace it with black ice, increasing the risk of injury.
- If shovelling snow, use a shovel with the widest blade available. Make a line down the middle of your path first so you have a safe surface to walk on. Then you can simply shovel the snow from the centre to the sides.
- If salt is not available from the grit bins, consider spreading some ordinary table salt on the area you have cleared to prevent any ice forming. Ordinary salt will work and can be purchased from any local shop, but avoid spreading on plants or grass.
- Care should be taken to avoid blocking access points to properties, driveways, paths (especially at pedestrian crossings and drains). The cleared snow should be deposited in the verge or areas that are non-trafficked.
- If you clear snow and ice yourself, be careful - don't make the pathways more dangerous by causing them to refreeze. But don't be put off clearing paths because you're afraid someone will get injured. Remember, people walking on snow and ice have a responsibility to be careful themselves.
- Pay extra attention to clear snow and ice from steps and steep pathways - you mightn't need to use more salt on these areas.
- Clear the snow or ice early in the day. It is easier to move fresh snow rather than hard snow that has packed together from people walking on it. So if possible, start removing the snow and ice in the morning. If you remove the top layer of snow in the morning, any sunshine during the day will help to melt any ice beneath. You can then cover the path with salt before nightfall to stop it refreezing overnight.



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### Annexe B



#### **SUFFOLK COUNTY COUNCIL'S 'SELF HELP' GRIT HEAPSCHEME FOR TOWN AND PARISH COUNCILS**

**Local councils will be interested to note the Conditions which must be met in order to ensure volunteers are covered by Suffolk County Council's Public Liability and Employer's Liability Insurance Policy**

- 1) Cover will only extend to work within the highway and during times when ice has formed or is predicted to form.
- 2) Volunteers should be at least 18 years old and must act in a reasonable manner at all times.
- 3) The Town or Parish Council will provide all necessary equipment such as grit bins, wheelbarrows, shovels etc.,
- 4) Town and Parish Councils will ensure that all volunteers have the necessary personal protective equipment such as reflective jackets, gloves, safety boots etc.,
- 5) On busy roads or potentially dangerous sites, a second volunteer may be needed in order to warn the person spreading grit of approaching vehicles.
- 6) The grit should be spread evenly across the area to be treated. Care must be taken to avoid large deposits being left on the surface which could present a hazard to people using the highway. Town and Parish Councils should check that the grit has been spread in a safe manner.
- 7) The Town or Parish Council will maintain and update a list of all volunteers engaged to spread grit in accordance with the scheme. In the case of any claim being made against Suffolk County Council's Insurance Policy, we will need to check the list when processing the claim.



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## Winter Gritting Workshop Pack Oct 2015

### Community Snow Clearance Volunteer Registration Form

### Annexe C

Road / Street / Location:

Name	Address	Contact No	H&S Brief Received	Signature





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## Winter Gritting Workshop Pack Oct 2015

### Community Snow Clearance Coordinators

### Annexe C

Grit Location Reference	Road / Location	Local Coordinator (s)	Contact No





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## Winter Gritting Workshop Pack Oct 2015

### Anysuch Village Community Grit Bin / Grit Heap locations

### Annexe D

Location Reference	Type	Capacity	Area to grit	Grit Storage Details
A	Bin	240 li	School Lane	Entrance to St Johns Primary School, 84 School Lane IP10 - XYZ
B	Heap	240li	Church Road	Opposite Hare & Hounds PH, Bell lane 1P10 - XYZ
C	Heap	480 li	High St South	
D	Bin	480 li	High Street North	
E	Bin	480 li	Steep Lane	
Total		<b>1920 li</b>		

Central Storage location for local resupply:

Priority 1 Redistribution Route: E, A, C,

Priority 2 Redistribution Route: D, B





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## Winter Gritting Workshop Pack Oct 2015

Example Map; Gritting areas, Priority Routes & Grit locations by kind permission of Mendlesham Parish Council

Key: gb; Grit bin location, Priority Route 1 Pink, Priority Route 2 orange





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## Winter Gritting Workshop Pack Oct 2015

### Road salting and snow clearing

### Annexe E



**Making sure Suffolk's roads are made as safe as possible in wintry conditions by salting the roads and clearing snow.**

At Suffolk County Council we have a duty to ensure, so far as is reasonably practicable, that safe passage along a road is not endangered by snow or ice. We are responsible for managing this on all public roads in Suffolk with the following exceptions:

- **All problems on the A11 & A14 and some parts of the A12 are the responsibility of the [Highways Agency](#)**

To comply with our duty as Highway Authority for county council roads, we spread salt and clear snow. There are practical limitations to what can be achieved, and priority is given to areas of highest potential risk. The first priority is the busiest roads. After that we treat roads, pavements and cycle tracks according to a system of priorities based on usage.

	Roads	Pavements & Cycle Tracks
<b>Priority 1</b>	All A and B class roads, and the busiest bus and commuter routes on other roads. These are treated on any occasion ice or snow is forecast to be a hazard.	Main shopping streets in town centres.
<b>Priority 2</b>	Other significant bus routes and other commuter routes. Treated if snow or ice is forecast to persist for much of the day, or if shorter term conditions are forecast to be severe, e.g. rain turning to ice.	Other town centre pavements and important cycle tracks.
<b>Priority 3</b>	Other classified roads and busier unclassified roads. Only treated in prolonged severe conditions as resources permit.	Pavements and important cycle tracks.
<b>Priority 4</b>	Remaining surfaced unclassified roads. Treated in conditions of severe and prolonged snow, as resources permit.	Residential areas.

For current information on gritting routes, please visit <http://roadworks.org> (See **Annexe F** for further details)





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Spreading salt on the roads helps prevent or remove ice. When snow is more than 50mm deep, it needs to be mechanically removed by ploughing or digging. Salt becomes less effective as temperatures reduce. In exceptionally low temperatures, salt may have little or no effect and it may be necessary to spread grit to give more grip on the ice, rather than trying to melt it.

**Decision to grit:** During the winter months we receive a detailed local road surface weather forecast every day. Eight roadside weather stations measure road and air temperature, rainfall, wind speed and humidity. We receive a specialised winter weather forecasting service on a daily basis. This predicts the possibility of freezing road temperatures, snow etc, and the time those conditions may occur. Gritting the 1232 miles of Priority 1 routes takes 2.5 hours and costs £10,000. Keeping the county's roads safe is the priority, but we must also make sure the 35 gritters are not sent out needlessly.

**Snow clearing:** Snow can be cleared by ploughing, digging, or the use of specially designed snow blowers. As well as using our own equipment, we can call on over 200 farmers and contractors across the county to help with clearing snow. Payment is only made to farmers and contractors who have a contract with us and are working on our instructions. In severe snow conditions, we will carry out snow ploughing throughout the night to try to keep the most important roads passable. This is normally confined to the busier A class roads.

**Grit heaps:** We provide roadside grit heaps on request from parish councils and county councillors so local people can treat local trouble spots on minor roads, which otherwise would not be treated.

- requests are only accepted from a town or parish council or a County Councillor
- grit heap locations are generally hazardous areas, hills, junctions on minor roads which are lower priority routes for gritting
- Suffolk County Council will fill and top up purpose made bins, if a town or parish council wants to provide these
- named (registered with Town/Parish Council) volunteers spreading grit or clearing snow can be insured through the county council's insurance
- there is no charge for grit for usage on the public highways





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## Winter Gritting Workshop Pack Oct 2015

- grit heaps will be replenished at the start of the gritting season and afterwards on request. It can take 2 weeks to top up heaps as it is normally uneconomic to top up one heap in isolation
- this grit must only be used on the public highway

### Notes

- SCC do not purchase the bins; these must be provided by the Town or Parish Council or other self-help group, costs range between £70 - £450, dependent on size, supplier and bulk purchasing considerations; It is worth contacting Bradley Smith of Sudbury Town Council for a quote for grit bins, Hiviz & other such equipment. [bradley.smith@sudburytowncouncil.co.uk](mailto:bradley.smith@sudburytowncouncil.co.uk)

### **Suffolk County Council Contact details - Highways (Environment**

Telephone number for East, Central, Ipswich and West Areas - 0845 606 6171

Email addresses for Area offices, and Town/ Parish Council area leads:

[east.area@suffolk.gov.uk](mailto:east.area@suffolk.gov.uk) - Waveney (Mark Kerridge) and Suffolk Coastal (David Chenery)

[central.area@suffolk.gov.uk](mailto:central.area@suffolk.gov.uk) - Mid Suffolk (David Fawcett) and Babergh (Steve Merry)

[west.area@suffolk.gov.uk](mailto:west.area@suffolk.gov.uk) - Forest Heath (Guy Smith) and St Edmundsbury (Simon Curl)

[ipswich.area@suffolk.gov.uk](mailto:ipswich.area@suffolk.gov.uk) - Mark Wedgewood or Samantha Harvey

### **Online Services**

<https://www.csduk.com/CSD/Transportandstreets/Grittingandsalting/>

[To report a road gritting problem](#)

[View status of request or report](#)





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## Winter Gritting Workshop Pack Oct 2015

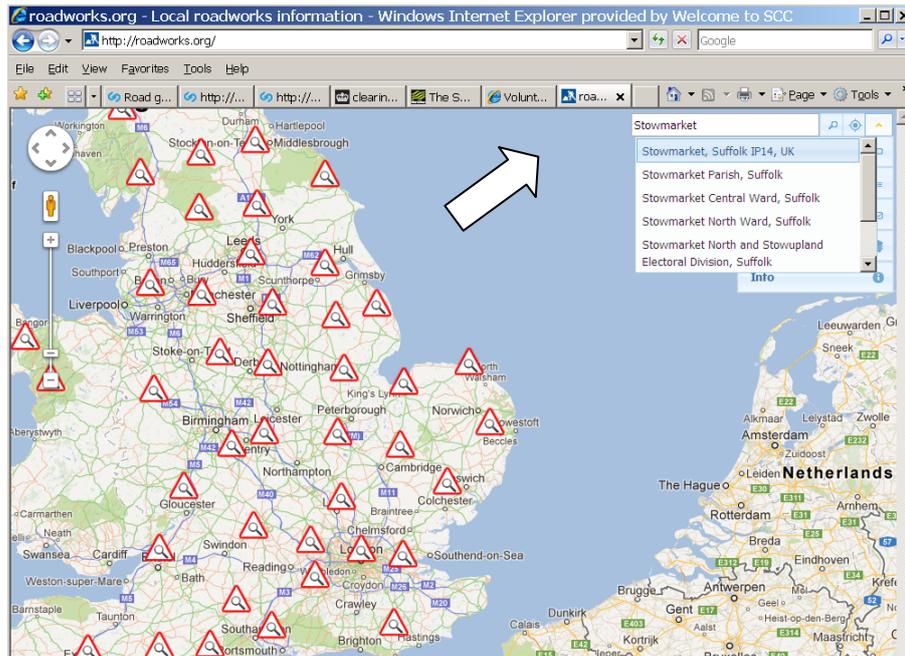
### Roadworks.org - Suffolk CC Gritting Routes

### Annexe F

Open an internet browser and type <http://roadworks.org> into the search window.



Type an address into the search window and select as appropriate



Select from the drop down menu on the right hand side of the menu 'Map layers'



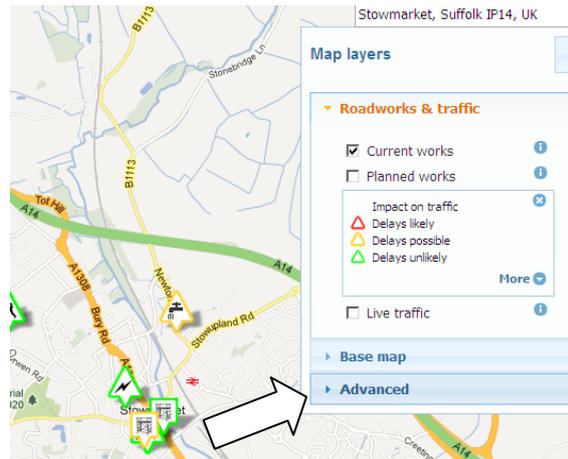


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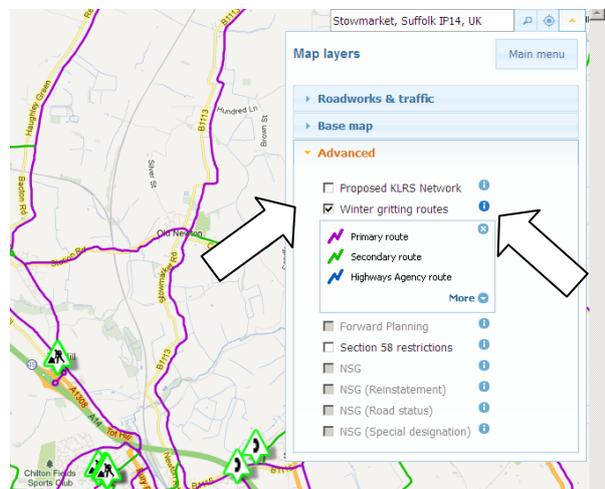


Now select 'Advanced'



'Check' the winter gritting routes option to display the mapped routes,

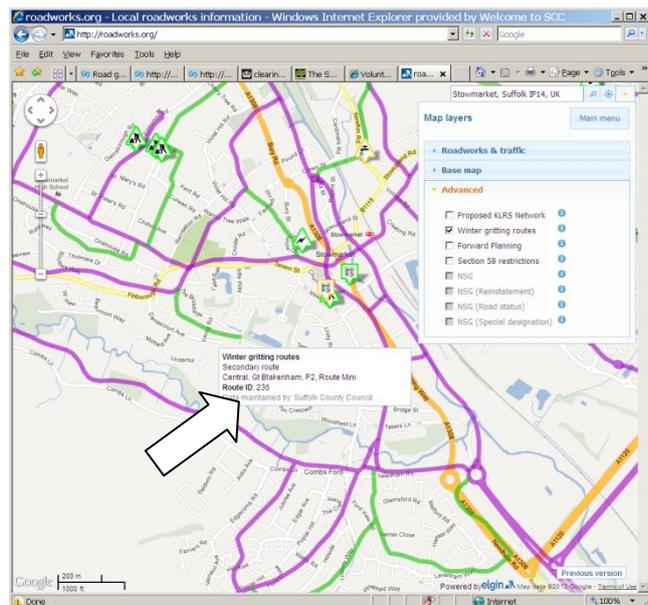
click on the 'i' for information icon to display the colour coding information for the displayed routes.



By hovering over one of the coloured lines along the route, another box will open giving the route name and the salting priority.

Use the zoom in or out depending on the range of detail you wish to use

Use the hand icon to drag the map to other locations when planning your route, or if you have concerns regards friends or relatives that may be affected by the weather.





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### Snow clearing guidelines for gritting and laying salt

### Annexe H

Ideally, 'grit' is sharp sand to maximise the assistance to prevention of slipping. Some salt is included with the mix stored in the bin - probably 1 part in 10. This salt mainly inhibits the freezing of the sand whilst in storage so that is free flowing when deployed on to the highway surface. Its effect on dispersing ice is quite limited and, therefore, salting / favourable weather conditions are relied upon to minimise / reduce the presence of ice.

Table (1) extract from section 6 highways winter maintenance guidance

Activity	Coverage
Precautionary salting prior to the formation of ice and post salting to deal with light frost	10g per Sq.m barn stored salt 15g per sq.m open stored salt
Salting to clear ice that has already formed and hoar frost.	20g per sq.m

Table (2) extract from section 6 Appendix 1 highways winter maintenance guidance, grams of salt per sq.m to reduce ice to slush

Temperature ° Celsius	Depth of Snow (millimetres)			
	25	50	75	100
0	10	20	30	40
-1	20	40	60	80
-2	30	60	90	120
-3	40	80	120	160

Notes:

- (1) Falls of snow over 50mm deep are not usually removed by the use of salt alone. Snow in excess of 50mm deep is best cleared by ploughing & salting.
- (2) Quantities of salt in shaded area in table above, are likely to need repeat applications as they are beyond the capabilities of most salt spreaders

