

Snow and Ice Clearance Procedure

The City of London must take all reasonable steps to ensure that residents, staff and visitors are safe whilst crossing/using the estate during periods of snowfall and ice.

Ideally the entire external surfaces of the estate should be cleared of snow, but financial and time constraints make this not possible. Therefore, in the event of a snow fall/ice, cleared and gritted paths will be made available.

Priorities and priority routes need to be established and we need to justify why these are deemed to be so.

There should be clearly visible and designated routes across the estate which give residents safe access to their block, a safe environment for staff to go about their work and safe access across the estate for members of the public. See Appendix 1 (a plan showing priority areas/routes)

The COL must first determine those at a higher/greater risk. This will include but not excluded to:-

Elderly and disabled people

Those using mobility aids

Resident using the estate to access their properties

Staff and member of the public walking across the estate

Nature of Risk

The COL will first determine the risk of slipping on ice or snow and causing injury or in extreme cases, death by slipping on ice. We will use direct observation along with the latest weather information from the meteorological office to determine the possibility of snow fall and the likelihood of ice.

Staffing

All cleaning staff resources will be re-directed towards the clearance of snow and ice unless an emergency of greater magnitude exists. Where needed additional staff resources should be brought in to assist.

Personal Protective Equipment must be available and worn at all times.

Prioritisation

In the event of a snowfall every effort will be made to clear priority routes but residents need to be mindful that hours of work do apply.

In the event of snow falling at the weekend, routes may not be cleared until Monday. For snow falling overnight, routes will not be cleared until the following day.

Colour coded routes should be used to identify and prioritise routes. See Appendix 1

Priority one - RED

These are major uncovered routes which allow thoroughfare across the estate and to the ground floor entrance lobby area of all blocks and entrance and exit ramps.

Priority two - AMBER

These are routes usually within each block which lead to the individual flat door and open communal balconies.

Priority three – GREEN

Routes which are not deemed to be essential as access to these areas should have little or no impact on the safety of residents or service users' ability to undertake their duties in a safe manner. These will include uncovered car parks and garages.

Materials for clearing snow

Adequate snow clearing materials should be available at all times. This includes a snow blower, salt (local arrangements will apply regarding the use of salt as a de-icer. See App 2) snow shovels, grit and absorbent granules. Enough quantity should be in store to take us through each winter.

Where possible the use of mechanical spreaders should be used therefore ensuring that the correct amount of salt or grit is spread evenly and within the manufacturers' guidelines.

Snow Clearance

A path of approximately 1 meter wide will first be cleared of snow/ice and then gritted using de-icer salt, grit or absorbent granules (local arrangement applies). Any fresh falling of snow should be cleared before re-gritting.

Areas on the estate need to be identified and should be used to deposit any snow cleared from communal balconies and walkways. Snow and ice removed from designated pathways will generally be left to thaw naturally unless causing a hazard. See Appendix 2

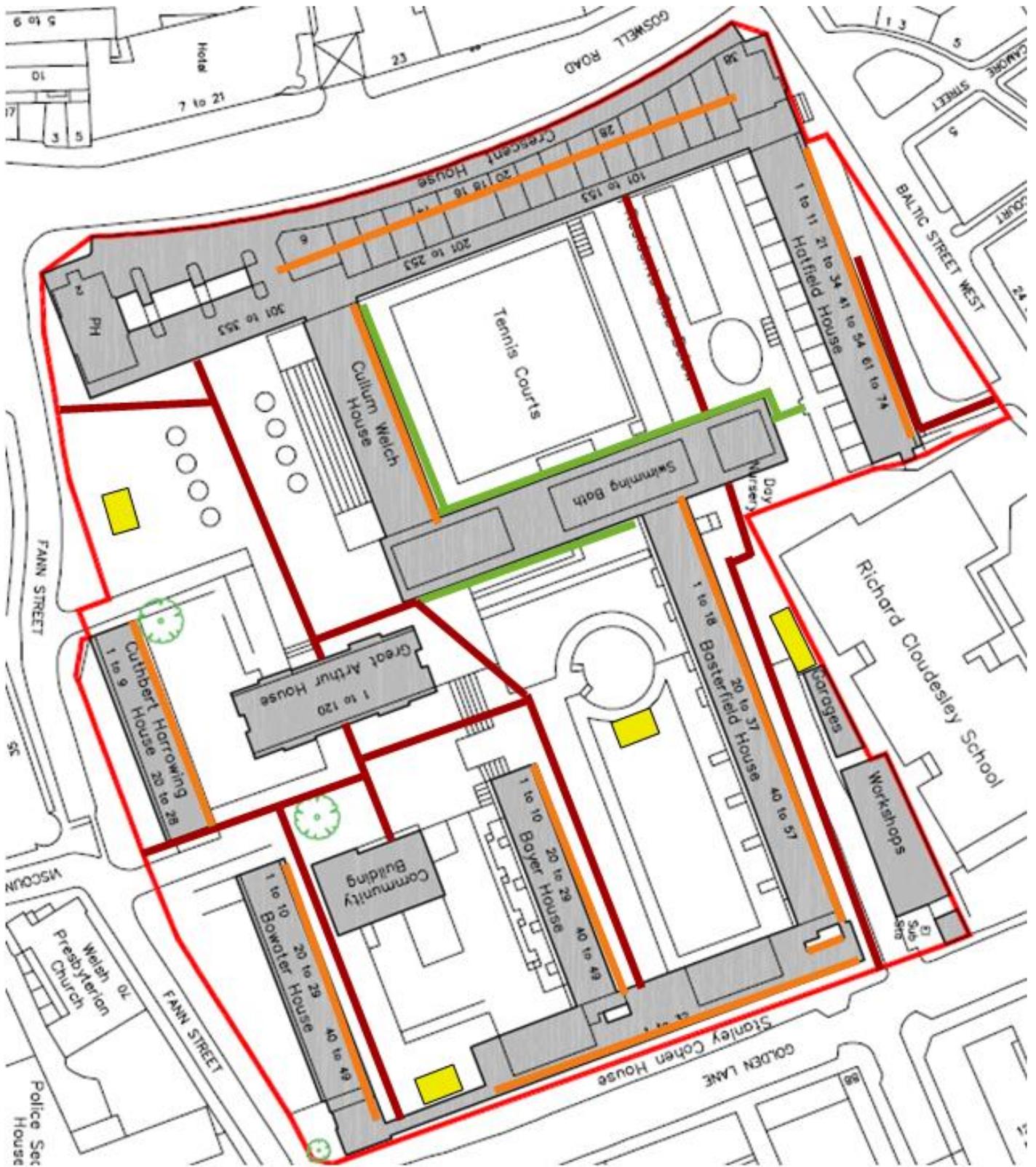
Special Risk/Precautions

Staff need to be aware of the slippery conditions, the weight of snow (especially when transporting it from balconies/communal areas to the deposit area) using lifts and stairs for moving snow.

Materials used

Depending on the specific location on the estate, different materials might be used. A detailed plan exists indicating what type of snow/ice clearing material can be used in what location. Perhaps more specifically, what materials must not be used. See Appendix 2

At the end of the winter season and once we are satisfied that it is unlikely for further be no more snow during the year, all granules, salt, and grit/sand should be cleared from pathways. All clearance materials cleaned and serviced. Stocks should be replenished in preparation for the next winter period.



- Red – Priority 1**
- Amber – Priority 2**
- Green – Priority 3**
- Yellow – Snow disposal sites**

Golden Lane Snow/Ice clearing Procedure

Appendix two

Priority One - Red

- Path from the Fann Street corner of the Shakespeare pub across the podium and directly to the main door of the Community Centre.
- From barrier on Fann Street following the railings to link with the above path and then to continue on the left pass Great Arthur House and to the top of the steps.
- Path from the steps near the Rotunda and continuing along the front of Bayer House until meeting the pavement on Golden Lane.
- Path in front of Bowater House until the pavement on Golden Lane
- Path from rear of Crescent House passing in front of Hatfield Lawn and Basterfield House until the pavement on Golden Lane
- Pavement area to the Lower Ground floor flats in Hatfield House

Priority Two - Amber

- External balconies on all blocks
- Paths to individual ground floor properties
- Path connecting Great Arthur House and the podium to the Sir Ralph Perring Centre

Priority Three – Green

- Path connecting Badminton Court along the rotunda slope to join path at the steps adjacent to Great Arthur House
- All other areas on the estate.

Cleared snow will be deposited at the base of the trees at the podium level to the estate, next to the Basterfield Garage area, on the Basterfield Lawn and in the garden and seating area adjacent 1-6 Stanley Cohen House.

Materials

Where possible areas are to be cleared of snow before applying de-icing material. Grit is the preferred choice of de-icing for all locations however de-icing salt may be used in the following locations:

- From barrier on Fann Street following the railings on the left to Great Arthur House to the top of the steps.
- Path from the steps at Great Arthur House continuing along the front of Bowater House until meeting the pavement on Golden Lane.