

## Policy Committee – 18 July 2017

### Winter Maintenance of Council Owned Car Parks & Engine Shed Lane



Report of Director of Services

Lead Member Cllr Patrick Mulligan

Ward(s) affected: All wards

#### **1 Purpose of the Report**

- 1.1 To present for Members consideration of a request to establish a Winter Maintenance policy and operational procedure for the treatment of Council owned car parks and Engine Shed Lane.

#### **2 Recommendations**

Members are recommended to:-

- 2.1 Approve the policy and operational procedure for the Winter Maintenance treatment of Council owned car parks and Engine Shed Lane.

#### **3 Background**

- 3.1 The Council as both employer and authority has a (qualified) duty to act to ensure, so far as is reasonably practicable, that safe passage along a highway or a publicly used place owned by Craven District Council is not endangered by snow and ice. Winter maintenance within Craven is currently carried out on an ad hoc basis so the response to severe weather and subsequent gritting treatment to the Council's car parks and Engine Shed Lane is reactive and largely unplanned.

Good practice on the other hand is to be prepared and proactive, and have the ability to carry out "pre-salting" operations when severe weather conditions are expected because this prevents accidents and incidents, and subsequent public liability claims for damage and injury. However this relies on a policy and operational procedure to be in place beforehand.

Good practice originates from the "Well-maintained Highways - Code of Practice for Highway Maintenance Management" that has been developed over time to counter case law. The Code of Practice is therefore appropriate to specific pieces of land that the Council owns in a similar manner to a public highway.

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Good practice also recommends that the areas to be treated proactively should be “pre-salted” as follows:-

- Treatment should take place to “prevent the formation of ice” when freezing temperatures are forecast and this is ordinarily when the Road Surface Temperature (RST) reaches 1 degree Celsius and is still falling
- Treatment should take place an hour before snow is forecast to fall

3.2 The Council owns twenty car parks spread across the district and Engine Shed Lane in Skipton. Some car parks are Pay & Display and some not. Topographically although most are fairly flat several are quite sloped and a couple have fairly steep accesses, in particular the drive from Gargrave Road to the Leisure Centre in Skipton and both accesses to the Community Centre in Ingleton. Engine Shed Lane is equally quite steep. The car parks in Skipton in particular are all very busy whereas the majority elsewhere are generally not so. All car parks contain at least one salt bin.

3.3 The Council owns a gritter that is garaged in Engine Shed Lane depot and when required is operated by Waste Management drivers. Currently there are only two drivers capable of operating the gritter so to overcome the Working Time Directive another two will need to be trained to provide sufficient operational resilience.

The existing gritter is serviceable; it is kept clean to prevent rust, as well as being garaged indoors. The gritter is MOT exempt. The Council's mechanic has advised that as long as the vehicle is kept maintained then it will last for several more years albeit the chassis is now 20 years old and will not last forever and therefore a different chassis may need to be looked into in the next few years. A replacement chassis is therefore expected to be required within 5 years and the estimated cost is c£5,000 to £7,000. Second-hand replacement gritters which will be adequate for our needs are also available and being advertised at c£10,000 to £12,000. This however will be dealt with separately within the vehicle replacement programme.

A supply of rock salt is stored within Engine Shed Lane Depot. The existing salt bins are refilled prior to the start of each winter season by the Waste Management team and replenished throughout the season as the needs arise.

3.4 The Council currently has no direct access to weather forecast information and to acquire this direct is quite expensive however agreement has been reached approach with North Yorkshire County Council who will share their summary information and proposed action treatment free of charge. This is sufficient for Craven's needs.

3.5 At the same time as the above approach to NYCC a similar request was made to their winter maintenance contractor, Ringway, to see if they were interested in carry out our needs. Unfortunately they were disinterested.

3.6 The winter season is variable, for some authorities it is October to April inclusive and others it is less, the approach largely depends upon the individual topography and historical weather records. NYCC as a highway authority adopt the former approach.

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## 4 Winter Maintenance Policy & Procedure

- 4.1 The Assets & Commercial Services Team (A&CST) has undertaken a risk assessment for all twenty car parks across the district.

The risk assessment considered topography, patronage, presence of self-help (salt bins), risk and method of mitigation. Each car park has also been awarded a treatment priority that is summarised as follows:-

Priority	Action Treatment
1	Pre-salt as per good practise
2	Pre-salt as per good practise in extreme circumstances only
3	Rely on self-help approach using the salt bins

- 4.2 In accordance with good practise the A&CST recommends that the good practise noted earlier in paragraph 3.1 for “pre-salting” should be adopted by the Council.

On receipt of the weather information and action treatment from NYCC the Council will take a similar decision regarding action treatment to our estate. The decision will be made by the Assets & Commercial Services Manager and the Waste Operations Manager both of whom incidentally have previous winter maintenance experience from elsewhere. As part of the Council decision we will acknowledge that the NYCC action treatment covers a much larger and variable topographical area and therefore our decision will be based upon relativity.

It is recommended, primarily due to the general topography within our car parks, that the winter season in Craven is November to March inclusive.

- 4.3 The action treatment comprises of three elements; mobilisation that includes the drivers getting to the depot, loading the gritter and then commencing the pre-salt, followed by the time to complete the actual pre-salting operation, and finally the return to depot and vehicle wash off. The table below provides an indication of the estimated time involved:-

Priority	Mobilisation (Hours)	Treatment (Hours)	Return (Hours)	Total Time (Hours)
1	1	1	1	3
2	1	3	1	5
3	N/A	N/A	N/A	N/A

- 4.4 In the event that the RST is forecast to fall below minus 5 degrees Celsius then a second pre-salt may be required because ordinary rock salt does not work in such low temperatures.
- 4.5 Finally it is also noted that dependent upon the time of the action treatment that could be either late evening or early morning, this will inevitably have a knock on effect on

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the gritter driver and the hours that he can actually work the following day. This is something that cannot be avoided as in accordance with the Working Time Directive. Hence the need to have adequate drivers trained to sustain operational resilience.

## 5 Financial Implications

- 5.1 Based on an anticipated twenty Priority 2 action treatments being required through the season the estimated cost is as follows:-

Human resource	£2000
Rock salt	£6000
Additional fuel	<u>£1000</u>
Total cost	<u>£9000</u>

The above cost will be absorbed within annual maintenance budgets.

- 5.2 £450 is also required to cover the cost of winter maintenance training for an additional two drivers.

## 6 Legal Implications

- 6.1 These are set out in the main body of the report

## 7 Contributions to Corporate Priorities

The proposals in this report support the Council priorities of “Financial Resilience” and “Enterprising Craven”.

## 8 Risk Management

- 8.1 A risk management exercise has been undertaken and the outcome and recommendations are summarised within Appendix A.

## 9 Author of the Report

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## 10 Appendices

- 10.1 Appendix A – Winter Maintenance Risk Assessment

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## Appendix A – Winter Maintenance Risk Assessment

Location	Car Park	P&D	Salt Bin	Topography	Patronage	Risks	Mitigation	Priority
<b>Skipton</b>	High St / Jerry Croft	Yes	3	Sloped north section/flat elsewhere	Very busy	Slips & trips/vehicle skidding	Mechanical salt	1
	Coach Street	Yes	2	Sloped north section/flat elsewhere	Very busy	Slips & trips/vehicle skidding	Mechanical salt	1
	Cavendish Street	Yes	2	Flat throughout	Very busy	Slips & trips/vehicle skidding	Mechanical salt	1
	Keighley Road	Yes	1	Flat throughout	Very busy	Slips & trips	Mechanical salt	1
	Waller Hill	Yes	1	Flat throughout	Very busy	Slips & trips	Mechanical salt	1
	Bunkers Hill	Yes	1	Flat throughout	Very busy	Slips & trips	Mechanical salt	1
	Craven Pool	Yes	1	Steep access road/sloped car park	Very busy	Slips & trips/vehicle skidding	Mechanical salt	1
<b>High Bentham</b>	Lairgill	No	1	Flat throughout	Scarcely used	Slips & trips	Hand salt	3
	Grasmere Drive	No	1	Slightly sloped	Full but long stay	Slips & trips	Hand salt	3
<b>Crosshills</b>	Hall Street	No	1	Flat throughout	Full but long stay	Slips & trips	Hand salt	3
	Millicans Field	No	1	Slightly sloped	Very busy	Slips & trips/vehicle skidding	Hand salt	3
<b>Farnhill</b>	Main Street	No	1	Slightly sloped	Full but long stay	Slips & trips/vehicle skidding	Hand salt	3
<b>Gargrave</b>	North Street	No	1	Flat throughout	Full but long stay	Slips & trips	Hand salt	3
	West Street	No	1	Flat throughout	Full but long stay	Slips & trips	Hand salt	3
<b>Hellifield</b>	Rear of Black Horse Hotel	No	1	Flat throughout	Full but long stay	Slips & trips	Hand salt	3
<b>Ingleton</b>	Community Centre	Yes	1	Steep access road/flat car park	Busy at times	Slips & trips/vehicle skidding	Mechanical salt	2
	Back Gate	Yes	1	Flat throughout	Scarcely used	Slips & trips	Hand salt	3
<b>Settle</b>	Whitefriars	Yes	1	Flat throughout	Busy at times	Slips & trips	Hand salt	3
	Ashfield	Yes	1	Flat throughout	Busy at times	Slips & trips/ skidding	Mechanical salt	2
	Greenfoot	Yes	1	Flat throughout	Busy at times	Slips & trips/ skidding	Mechanical salt	2