

# Winter Services Provision (Gritting) Policy

## 1. Introduction and Background

- 1.1 The provision of a winter gritting service to Bolton At Home (BH), properties was previously delivered by the Council through the Grounds Maintenance Service Level Agreement (SLA) which ceased on the 31st March 2015. This service is now included within the Grounds Maintenance contract currently being provided by Glendale.
- 1.2 The number of priority sites has reduced over the years following changes to the classification of our 'sheltered schemes', so BH now wants to inform staff and residents to our approach to snow clearing and gritting on BH residential property sites. There were 27 sites covered by the previous SLA BH had with Bolton Council which had been a historical custom and practice approach. This has now been reviewed to have a transparent and reasonable rationale for the new approach

## 2. Purpose and Scope

- 2.1 This policy applies to BH's Under One Roof, Extra Care Unit's and Sheltered sites listed in Appendix1. These 15 sites have been identified as high priority, red, following a general risk assessment of BH stock which concluded that priority should be given to vulnerable tenants residing at sites which generally encompass unadopted footpaths providing access to a community resource and where support services are likely to visit the site.
- 2.2 In addition 4 sites have been identified as priority amber following a risk assessment of BH stock based on the "degree of footfall" and/or "level issues" at any particular site.
- 2.3 All the sites have plans which detail the extent of the areas to be treated as a priority for the clearing of snow and ice as far as is reasonably practical.
- 2.4 All the sites red and amber have grit bins installed and stocked with grit. BH Neighbourhood Services will be responsible for the adequate supply of grit throughout the winter period.
- 2.5 It does not apply to those areas to which BH are not an occupier in accordance with Section 2 of the Occupiers Liability Act 1957 and those areas where the path forms part of the public highway.
- 2.6 It does not apply to office workplaces in operation by BH.

### **3. Equality Analysis**

- 3.1 An equality analysis has been completed and signed off by the equality analysis panel on the 12 November 2019.

### **4. Consultation**

- 4.1 In March 2019 we consulted with customers on our gritting policy via the first publication of 'Quarter Turn' and asked if they would like to share any views, experiences or relevant information on the policy. We received 4 responses from customers in BH properties asking for the service to cover their individual properties, however this is outside of the general principle of the policy. We will continue to seek the views of our customers prior to the next policy review via our Neighborhood Services Team.

### **5. Legal and Regulatory Requirement**

- 5.1 The Occupiers Liability Act 1957 S2(2) places an obligation on the property owner to "take such care as in all the circumstances as is reasonable to see that visitors are reasonably safe in using the premises for purposes upon which they are invited or permitted by the occupier to be there."
- 5.2 In addition there is the Workplace (Health, Safety & Welfare) Regulation 12(3) which applies to places of work.
- 5.3 BH has considered the legal obligations of both these requirements within the development of this policy and the Health and Safety executive (HSE) guidance on gritting.

### **6. Resources**

- 6.1 Provision has been made within the Grounds Maintenance contract to provide this service; in 2019/20 a budget of £3k has been identified to supply grit for the winter period.
- 6.2 The cost of the labour to grit the sites is included within the overall Grounds Maintenance contract, should conditions prevail then the teams working on our Grounds Maintenance winter services will be deployed to the priority sites.

### **7. Application**

- 7.1 It is the intention of BH to ensure pre-emptive gritting is carried out, based on information provided from the MET Office forecasting service. However there is a possibility that grit salt will have to be applied after the formation of icy patches.
- 7.2 The contractor, Glendale or BH Caretakers will aim to apply grit during the following working hours; Monday to Friday 8.00 am to 3.30pm.
- 7.3 Glendale or BH Caretakers will aim to apply grit to all high priority 15 (red) sites initially and then proceed to the 4 amber sites.
- 7.4 If snow is continuous throughout the day, snow will be cleared as soon as reasonably practicable with gritting taking place each time after snow is cleared.

- 7.5 If gritting is required outside of the hours noted a resident may utilise the available grit stock, if they feel able to safely do so.
- 7.6 The Neighbourhood Service Manager will make the decision prior to 7.30am on when to undertake gritting works, based on Met Office local forecasting service in combination with knowledge of local ground conditions prevailing.
- 7.7 Records are to be kept on when gritting/snow clearance took place including the start and finish times of each site completed.
- 7.8 In case any written complaint is raised to BH in relation to gritting/snow clearance, these will be dealt with under the BH complaints procedure. If any claims are made these will be passed to the BH Insurance Officer.
- 7.9 At the discretion of the Manager other sites may be included if special circumstances can be evidenced, in the cases the additional site should be recorded with the reason for inclusion and identified as green.
- 7.10 Once the policy is approved we will publish a policy note on the BH website for customers and staff to access, in addition information will be sent out to the specific sites covered by the service.

## **8. Review**

- 8.1 This policy will be reviewed every three years unless there are changes to legislation, regulation, best practice or a business need.

<b>Date approved</b>	21 November 2019
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