

What If You Can Make a Difference?

2018/19



Supporting communities in times of extreme weather involves building Community Resilience, working with communities to help themselves and the vulnerable during times of difficulties.

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1. WSCC Highways Commitment 2018/19

➤ WSCC Highways undertakes to do the following:

- Monitor the daily forecast provided by our weather forecast provider between October and April and take appropriate actions. Issue a Daily Decision to all interested parties via **@WSHighways**. [sign up here](#)
 - Treat the Precautionary Salting Network – approximately 1,600km of the county's roads. Typically this happens 42 times per year.
 - Purchase and store at our five depots at least 8,000 tons of de-icing road salt during the summer months when prices are advantageous.
 - Liaise with the Government's "Salt Cell" and actively participate in Mutual aid with adjacent Highway Authorities.
 - Maintain a fleet of 23 gritters (bulk spreaders) between October and April.
- Issue a **pre-snow trigger email** in the event of a significant weather event to advise communities when to activate the Local Farmer and Contractor Agreement for WSCC funded activities.

➤ WSCC Highways does not undertake any of the following:

- Treat any roads not identified as part of the Precautionary Network.
- Hand treat footways / cycleways / precincts as a precautionary exercise.
- Treat private, 3rd party or non-highway land.
- Refill salt bin or replace Hippo Bags during the winter period free of charge.
- Deliver salt bins or hippo bags once winter has started free of charge.
- Fund farmers to clear roads that have not been identified in the agreed Local Winter Plan.

2. Community Winter Resilience Plans 2018/19

In 2017 WSCC received Community Winter Plans from more than half of the Parish and Town Councils in West Sussex. These plans help to coordinate activities, identify local assets and inform residents during periods of extreme weather.

This year WSCC will be working with Parish and Town Councils to develop and update their plans. Winter Plans should be reviewed annually and submitted to WSCC via Email to: active.communities@westsussex.gov.uk

It is important that key information is kept up to date including:

- Changes in contact details of nominated persons
- Changes to gritting and snow clearing routes identified in the plans
- Locations of any new or relocated salt bins/bags

Appendix 2

- Confirmation that the local Farmer / Contractor is participating
- Approval for the Local Farmers and Contractors Agreement from WSCC Highways

Please Note: Parish and Town Councils without the correct information in their plan will **NOT** be able to make claims for a financial contribution from WSCC towards the cost of additional work.



2.1 What information should be in a Winter Resilience Plan?

The check list below provides a guide for Community Winter Resilience Plans from the most basic to a full plan.

Standard	Information to include:	Check List
<div style="display: flex; align-items: center; justify-content: center;"> <div style="writing-mode: vertical-rl; transform: rotate(180deg); font-weight: bold; margin-right: 10px;"> Basic Intermediate Full </div> <div style="font-size: 4em; color: blue; margin-right: 10px;">↑</div> </div>	A plan showing West Sussex County Council Priority 1, 2 and 3 Precautionary Salting Routes	<input type="checkbox"/> ✓
	Advice for local residents on how to keep safe during winter	<input type="checkbox"/> ✓
	The WSCC contact centre details – to report fallen trees or damage to the public highway	<input type="checkbox"/> ✓
	Details of the location of grit bins (which should be audited annually)	<input type="checkbox"/> ✓
	A list of key holders if grit bins are usually locked	<input type="checkbox"/>
	Guidance for local residents when spreading salt i.e. amount to use, wear sensible clothing and staying safe. This could include a copy of the Snow Code.	<input type="checkbox"/> ✓
	Details of the location of local grit stores	<input type="checkbox"/> ✓
	A plan showing locations of equipment available for local use i.e. snow shovels, push along mini gritter/spreader, Hazard warning signs	<input type="checkbox"/>
	A list of snow volunteers in the parish and an identified volunteer task leader	<input type="checkbox"/>
	A Telephone tree for disseminating information to residents	<input type="checkbox"/>
	A risk assessment for volunteer activities	<input type="checkbox"/>
	A blank Activity Log for volunteers to complete when clearance has taken place	<input type="checkbox"/>
	A plan showing areas for targeted support such as shops, doctors surgeries, school routes, nursing homes etc. or steep hills, wooded and shaded, frost pocket, water seepage etc.	<input type="checkbox"/>
	A list of 4 x 4 owners who are willing to help	<input type="checkbox"/>
	A list of Farmers/ Contractors with snow ploughs or other equipment who are willing to help	<input type="checkbox"/>
	Details of an emergency reception centre	<input type="checkbox"/> ✓
Information on how residents can sign up to British Red Cross app - http://www.redcross.org.uk/What-we-do/Emergencyresponse/Emergency-app-landing	<input type="checkbox"/>	

Appendix 2

	Contact details of any local volunteer group supporting vulnerable residents e.g Good Neighbourhood or Locality Care	<input type="checkbox"/>
	Emergency contact details of local utility suppliers i.e. power cuts or burst water pipes	<input type="checkbox"/>
	Details of Winter warmth and flu campaigns	<input type="checkbox"/>
For Parishes with a Farmer / Contractor wishing to claim a financial contribution from WSCC towards the cost of work the following MUST be provided by the 24th October 2018		
Standard	Information to include:	Check List
Local Farmers / Contractors Agreement	A plan showing the roads that Farmer/Contractor will be covering which is agreed by the local Area Highway Manager	<input type="checkbox"/> ✓
	Farmer/Contractor details and contact information	<input type="checkbox"/> ✓
	Email addresses for 2 key contacts that will receive the winter trigger information – one of whom should be the Farmer/Contractor.	<input type="checkbox"/> ✓
	A valid Public Liability Insurance (PLI) document for the Farmer / Contractor	<input type="checkbox"/> ✓
WSCC Agreement with the local Farmer/Contractor based on the information in your plan.		

2.2 Salt/Grit Replenishment

➤ Bins

- **Using salt/grit stored locally:** Parish & Town Councils who have local stores of Salt/Grit should use this to top up bins before requesting further salt/grit from WSCC.
- Once Parish and Town Councils have topped up their bins WSCC Highways will replenish local stores and refill bins where they are less than 75% full as identified through the local audit.
- WSCC will **NOT** refill bins during the winter period.
- Parishes are expected to fill salt bins as required during the winter with salt from the bulk bags stored locally.

➤ Bulk bags of Salt /Grit mix

- **Storage:** To keep the salt/grit at its best bags should be stored on pallets, preferably indoors or in a covered location. Parishes may wish to purchase secure weatherproof storage containers to keep their supplies in good condition.
- **Existing Stores:** Where the bags are beginning to deteriorate replacement bags are available on request; Councils will need to decant their existing supplies into the new bags. Tarpaulins to cover stores are also available on request.
- **New Stores:** Local Councils, Schools and Hospitals that wish to purchase bulk bags in conjunction with an agreed plan may do so:
 - £80 per 1 ton bag: To supply, fill and deliver if part of a programme if countywide bag deliveries.
 - £150 per 1 ton bag: To supply, fill and deliver as a one off operation (ad hoc)

To place an order for new or replacement bags and tarpaulins please email:

active.communities@westsussex.gov.uk

2.3 Local Farmers and Contractors Agreements

➤ Pre-arranged financial contribution

In line with national standards, agreed with the NFU, WSCC will provide £35 per hr towards local farmers / contractors to:

- Carry out precautionary salting to local roads identified in the Local Farmers and Contractors Agreement as a result of a WSCC notification in advance of a significant snow event.
- Clear snow as a result of a significant snow event, from local roads identified in the Local Farmers and Contractors Agreement and whose activities have been activated through the agreed Trigger Mechanism

Please Note: In order to claim funding Farmers or Contractors must be covered by their own Public Liability Insurance at the date they carry out the work.

All Local Farmers and Contractors Agreements should be submitted by the latest **Monday 24 October 2018** and must be approved by WSCC Highways otherwise they will not be funded.

If you have an existing arrangement in place you should check that your local Farmer or Contractor is still happy to support your winter plan for 2018/19.



➤ Trigger Mechanism activating farmers/contractors

The 'Local Farmers and Contractors Agreement' is intended as a response to significant weather events **ONLY**. This may be directed to particular areas within the county warning of a significant weather event.

Should an event occur the trigger mechanism to activate the agreement will be via an advisory email to the key contacts identified in your plan. Your key contacts should ensure that they check the daily decision emails. The email from WSCC Highways will approve the use of farmers or contractors for:

- **Precautionary Salting:** farmers and/or local contractors to move bulk bags, undertake precautionary salting. **And /or**
- **Snow Clearance:** farmers and/or local contractor's snow clearance is 2" (50mm) of accumulated snow.

WSCC have no objections to local councils/community groups using the salt provided at their discretion and cost **HOWEVER Activities undertaken without instruction from WSCC will not be funded.**

4. 'What If You Can Make a Difference' Community Volunteer Training



In partnership with our Emergency Planning colleagues in the District/Boroughs, County Resilience & Emergencies Team and Highways we will support communities with existing Local Winter Resilience Plans and work with groups in developing new plans to make sure they are fully prepared for an extreme weather event.

'What IF You can make a difference' training is a new range of advice and practical workshops for volunteers & interested community groups supporting the Community Winter Resilience Plans and would include;

- Support communities to develop volunteer projects e.g Winter Watch Volunteers
- Provide advice and guidance on insurance
- Advise communities on WSCC's wider Community Resilience programme
- Work with parishes/communities to give them the tools to identify vulnerable people and develop methods to support the individuals during severe weather events.
- Work with them to identify ways to support these people during severe weather events.
- Support parishes to engage with and remain informed of work other organisations are involved in around winter preparedness.
- Support parishes to engage constructively with community groups/ organisations and private businesses to form effective support networks.
- If you wish to participate please email What.if@westsussex.gov.uk for more details.

