

**ESTATES – LANDSCAPE AND GROUNDS
MAINTENANCE MANAGEMENT
ADVERSE WEATHER BRONZE PLAN
CANTERBURY CAMPUS**

Revision/Amendment/Reveiw

DATE	DISCRIPTION	NAME
Nov 2018	Plan created	Richard Cottam
Feb 2019	Priority 1 footpaths added	Richard Cottam
07/03/2019	Priority 1 adverse weather maps added	Richard Cottam
12/09/19	Review- Grounds Changes to Landscape Management, reference to Grounds Manager removed.	Richard Cottam
13/11/19	External Fire Escape staircases moved from priority 2 to Priority 1 as a result of action required following Fire Risk assessment	Richard Cottam

1) Introduction

This Bronze plan sets out Physical Response undertaken by Estates Landscape & Grounds Management team in dealing with the different adverse weather conditions which may be experienced on the Canterbury campus. This is one of a number of Estates Bronze plans detailing what each section will do in the event of adverse weather.

It is acknowledged that between 1st Nov – 31st March annually, Estates Landscape & Grounds Management team undertake their own “weather watch” and will respond to frost or icy conditions which do not result in a Met Office weather alert. Their approach to dealing with these conditions mirrors those set out in this Bronze Plan.

This plan should be read in conjunction with the HR Adverse Weather Policy - http://www.kent.ac.uk/hr-staffinformation/policies/a_to_z.html

2) Estates Adverse Weather Plan

This document should be read in conjunction with the Estates Adverse Weather protocol activation flow chart, see Appendix 1 of this plan

This plan will be implemented either receipt of a Met office Yellow Warning notification from Campus Security or instruction by SMT Silver team depending on severity of the alert.

3) Physical Response*

**All responses by Estates will be best endeavours due to weather conditions potentially limiting the ability for some staff to travel to campus.*

The Landscape & Grounds Management Supervisor or nominee will be responsible for checking stores of salt across campus regularly and ensure that the salt bins are full and salt stock levels are appropriate for the prevailing weather conditions. They will also ensure that when snow is forecast that the appropriate labour and mechanical plant is prepared and made ready for use. Where appropriate and at the discretion of the Landscape & Grounds Management Supervisor, Landscape staff will be permitted to take grounds department 4x4 vehicles home to give them the best chance of attending campus the next day.

Please refer to snow and gritting clearance map in Appendix 2 of this plan

Priority 1 areas

- Giles Lane Carpark
- University Road
- Parkwood Road
- Giles Lane (Kent County Council responsibility as public highway)
- Eliot Footpath
- Tyler Court Steps
- External fire Escape staircases
 - Jarman
 - Chipperfeild
 - Marlowe
 - Cornwallis South
 - Afra
 - Mandela
 - New Pavilion (rear)
 - Stacey (Sports Centre end) x2 plus steps in loading bay
 - UELT front & rear

Priority 2 areas

- Building entrances
- Ramped access points to accommodation
- Routes to accessible parking bays
- Secondary footpaths

Roads and paths will continue to be treated throughout the day while the temperature remains below freezing as labour, equipment and materials permit.

Communication

The communication of status of the Landscape Team's progress in dealing with weather conditions is essential to the information made available to staff, students and visitors before they travel via social media operated by the Transport Team and Corporate Communications.

The method of communication of the ground team’s progress will be via University issued mobile phones using the “**Kent Landscape Management**” WhatsApp group.

Members of the “Kent Landscape Management” WhatsApp group are;

- Landscape & Grounds Management Supervisor
- Head of Facilities Management

The Head of Facilities Management (or Landscape & Grounds Management Supervisor in his absence) will ensure relevant information is forwarded appropriately for consideration and dissemination to SMT silver team and Transport team as appropriate.

The following reports are considered essential at the times stated;

- **6:00 – 6.30am** -, Confirm Landscape staff attendance.
- **7.00am** - To ensure accurate information regarding conditions on campus is provided to staff and students, a detailed report should be provided specifically including details around the road conditions (Giles Lane, Parkwood Road and University Road), and Giles Lane carpark specifically and well as a general detailed overview of the whole estate including estimated times to complete.
- **8am to 7pm** - Hourly updates or more frequent if required reporting on progress or if there is a significant problem that may cause issues with traffic movement on our own campus roads or pavements. Include what the problem is and how it is affecting the traffic or pedestrian movement.

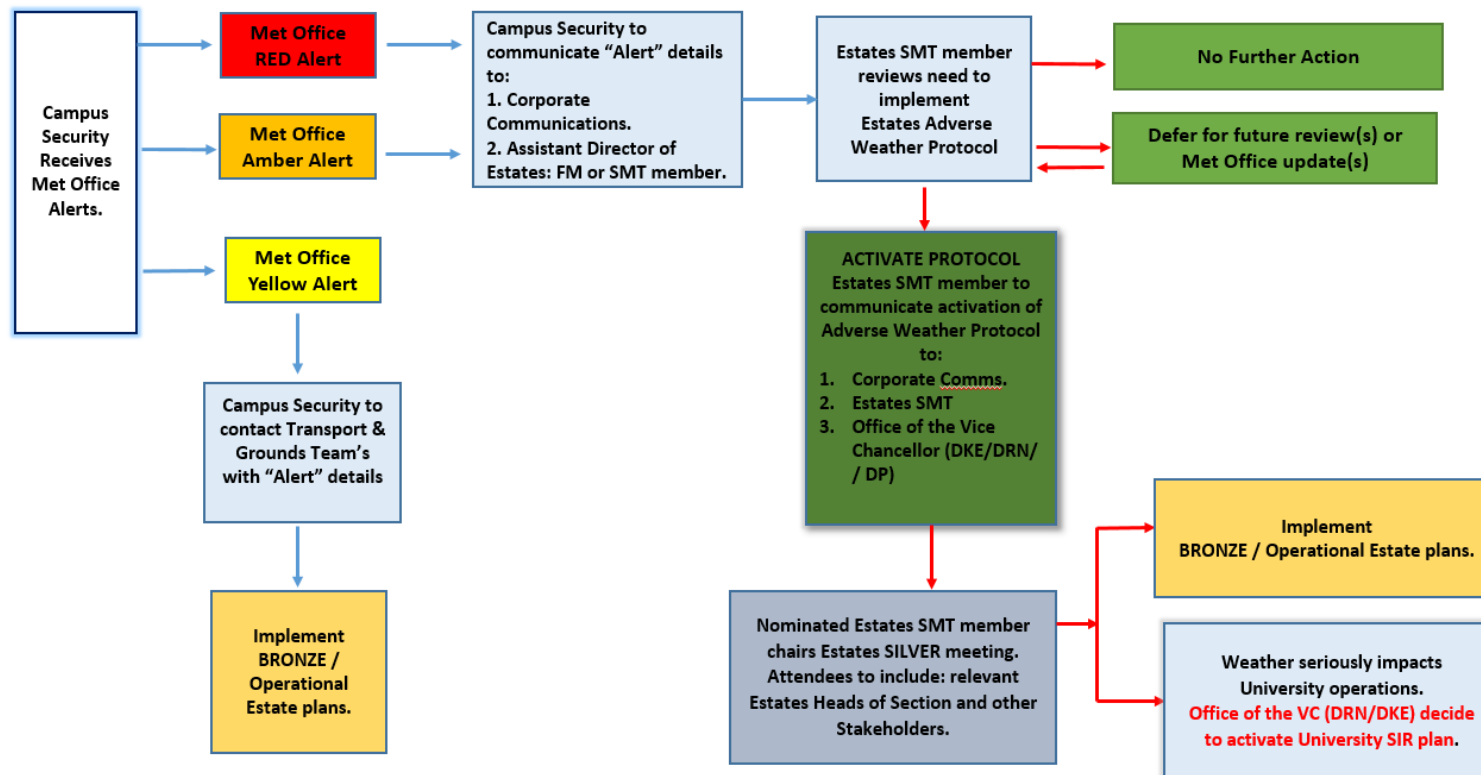
All reports required to consider:

- Road Campus & paths gritting update
- Road & paths snow clearing update
- Road & paths conditions
- Car park conditions
- Car park gritting, clearing update
- Building entrances

END

Appendix 1

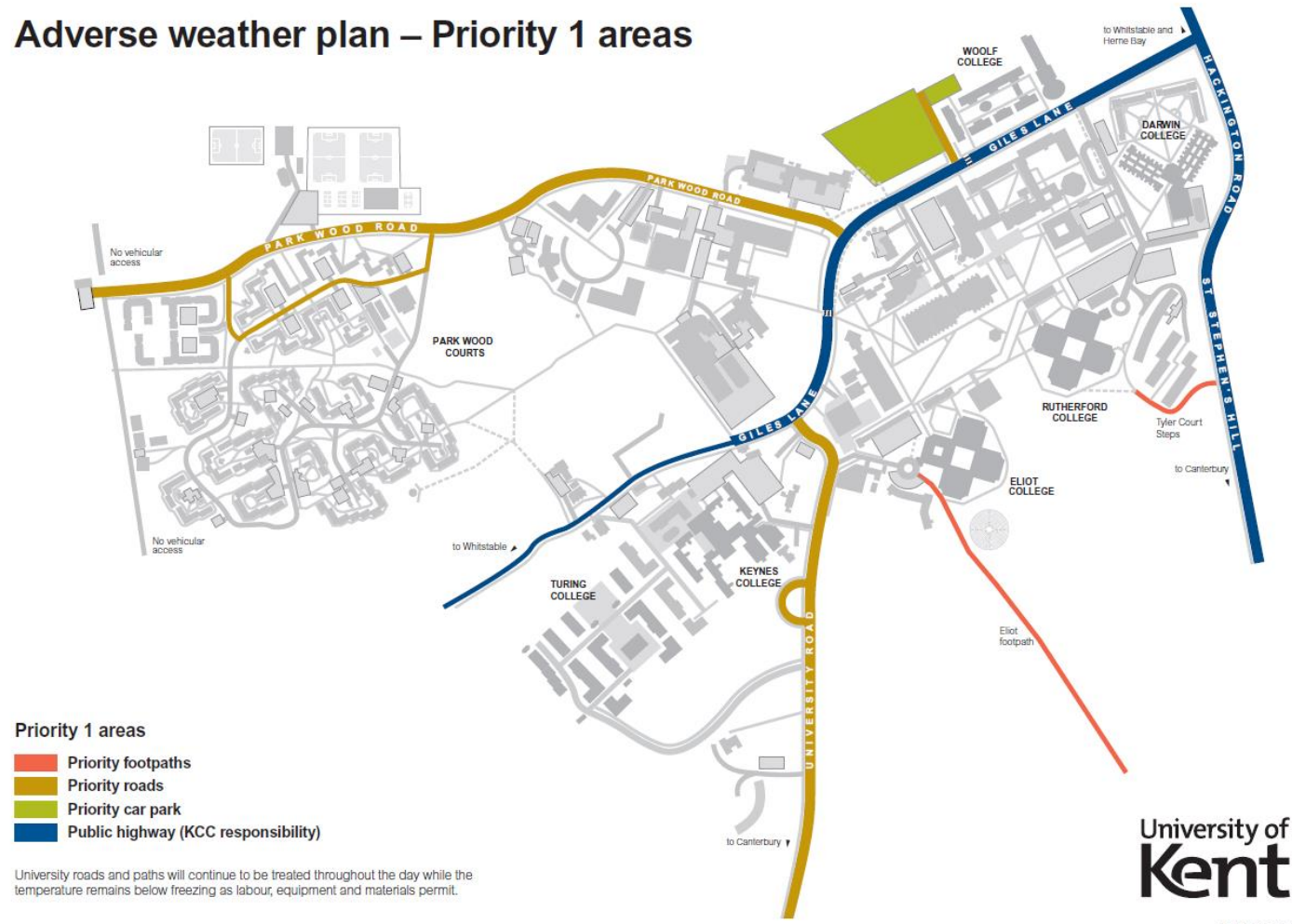
Estates Adverse Weather protocol activation flow chart



Estates Adverse Weather protocol activation flow chart

Appendix 2 Snow and gritting clearance maps

Adverse weather plan – Priority 1 areas



Adverse weather plan – Priority areas

