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<b>Related Policies, Procedures, CoPs, Legislation and Regulation.</b>	<p>Health and Safety at Work Act 1974  <a href="https://www.legislation.gov.uk/ukpga/1974/37/contents">https://www.legislation.gov.uk/ukpga/1974/37/contents</a></p> <p>Management of Health and Safety at Work Regulations 1999 (as amended)  <a href="https://www.legislation.gov.uk/uksi/1999/3242/contents/made">https://www.legislation.gov.uk/uksi/1999/3242/contents/made</a></p> <p>Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR)  <a href="https://www.hse.gov.uk/riddor/">https://www.hse.gov.uk/riddor/</a></p> <p>University of Cumbria General Health and Safety Policy</p>
<i>For Office Use – Keywords for search function</i>	

## **Snow and Ice Response Policy**

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## **1. Arrangements**

### **1.1 Purpose**

The University recognises its legal responsibility to take all reasonable precautions to prevent or control the risks to staff, students and visitors.

This policy defines the main health and safety duties and responsibilities for members of staff. It will state measures to be actioned in the event of snow and ice on campus, and what the University will do to ensure safe movement of people and vehicles.

### **1.2 Legislation, Codes of Practice and Guidance**

The law requires that risks in the workplace are adequately managed under the Health and Safety at Work Act 1974 and Management of Health and Safety at Work Regulations 1999 (as amended).

### **1.3 Scope**

This policy applies to all premises owned and or managed/operated by the University of Cumbria, without exception.

- Ambleside Campus
- Brampton Road Campus
- Citadels Campus (headlease)
- Fusehill Street Campus
- Lancaster Campus
- London Campus (within leased areas of responsibility)

These procedures do not apply to the following premises that are managed by others:

- Denton Holme student accommodation, Carlisle
- Energus Campus, Workington
- Furness College Campus, Barrow in Furness
- Milbourne Street, Carlisle

## **2. Management Procedures**

### **2.1 Roles and Responsibilities**

#### **2.1.1 Vice Chancellor**

The Vice Chancellor of the University has overall responsibility to provide a safe working environment, ensuring compliance with the requirements of The Health and Safety at Work etc., Act 1974 and the requirements of this policy; In addition, has overall responsibility so far as is reasonably practical, provide and maintain “safe systems” of work for staff, students, members of the public, visitors and contractors in relation to workplace.

#### **2.1.2 Chief Operating Officer / Directors / Heads of Department / Senior Managers**

Each of the individuals above has a corporate responsibility to provide a safe working environment under Health and Safety Legislation. They are responsible for exercising the University’s duty of care and shall ensure adequate arrangements are in place via their designated deputies for implementing this policy and associated ‘safe systems of work’ within their respective Professional Services Directorates or Academic Departments.

#### **2.1.3 Head of Estates and Property**

Assume the delegated responsibility of the Vice Chancellor.

#### **2.1.4 Estates Operations Manager**

Responsible for the delivery of Estates Services to meet the requirements of this policy.

#### **2.1.5 Estates Managers**

Responsible for ensuring that all campuses are kept clear of snow and ice and that workforce is directed as appropriate to ensure timely intervention.

### 3. Principles

#### 3.1 Ambleside

Snow and ice are often a problem at the Ambleside campus. The level of action required should be proportional to the amount of snow and or ice on the ground. The local weather forecast should also be taken into consideration, and particularly the short to medium term temperature movement.

#### Estates

To avoid staining entrance areas / carpets etc. “smelt” should be used at the access points to buildings, with salt used elsewhere.

Smelt and Salt are kept in the estates store in Ambleside: Min stock 4 Drums of Smelt & 20 bags of Salt on the site. Grit bins are present across the main site and at the Halls of Residence on Rydal Road and Fell Court.

There are rock salt spreaders (manual and vehicular) available at Ambleside located in the Estates store.

#### Contracted Out Services

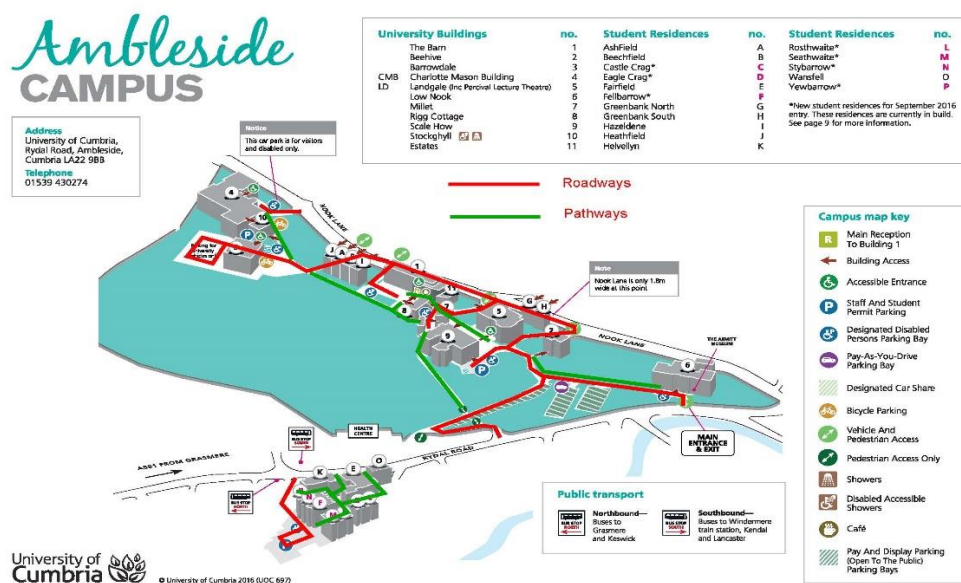
Estates have a service agreement with an external contractor to carry out salt spreading based on the weather forecast. The agreement allows for nightly visits to apply salt any night of the week. The timing of the visits may vary due to commitment at other premises and the surrounding area; however, it will occur before core activities on site. Salt is applied to all vehicular routes.

#### Priority Areas for Salt Treatment (see map below)

Main vehicular and pedestrian access routes areas to the campus and buildings on site, plus any other sloping areas including the gated northern access route and slip road. Salt is applied to all vehicular routes.

Including

- Access Paths and steps into and around the Barn and CMB
- Access Paths around the student halls on Rydal Road



### **3.2 Carlisle (Fusehill Street and Brampton Road Campuses)**

Snow and Ice can be a problem at the Carlisle campuses during the winter months. The level of action required should be proportional to the amount of snow and or ice on the ground. The local weather forecast should also be taken into consideration, and particularly the short to medium term temperature movement.

#### **Estates**

To avoid staining to entrance areas / carpets etc. "smelt" should be used at the access points to buildings, with salt used elsewhere.

Smelt and Salt are kept in the estates store on each site in Carlisle: Min stock 4 Drums of Smelt & 20 bags of Salt on the 2 main sites.

There are rock salt spreaders (manual and vehicular) available at both Fusehill Street and Brampton Road located in the Estates store.

#### **Contracted Out Services**

Estates have a service agreement with an external contractor to carry out salt spreading based on the weather forecast. The agreement allows for nightly visits to apply salt any night of the week. The timing of the visits may vary due to commitment at other premises and the surrounding area; however, it will occur before core activities on site. Salt is applied to all vehicular routes.

#### **Priority Areas for Salt Treatment (see maps below)**

**Priority 1:** Main vehicular and pedestrian access routes \ areas on the campus and other sloping areas, carried out by Contractor.

- Main entrance to the campuses and all vehicle accessible routes
- Pay and display car park path to main car park.
- Pedestrian access and egress points to main the car parks.
- Pathways to halls of residence

**Priority 2:** Remaining Steps, Ramps and Building Entrances carried out by Estates staff.

Start time 08:15 expected completion time 12:00

All building entrance ramps and steps

**Priority 3:** Any other vehicular areas and pedestrian areas.

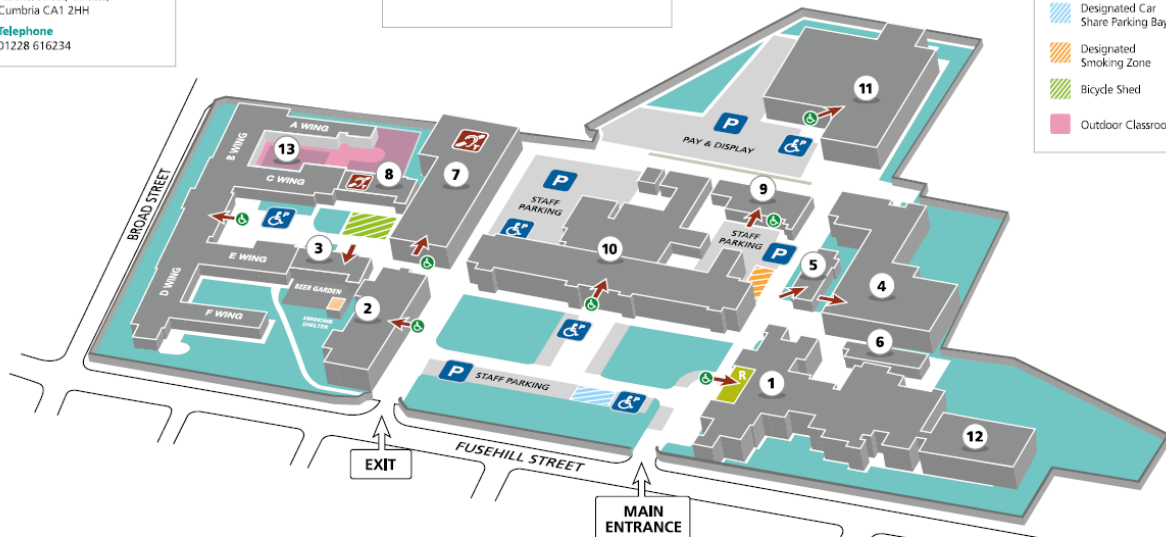
Start time 12:00 and completed by the following day.

# Carlisle FUSEHILL ST CAMPUS

**Address**  
University of Cumbria,  
Fusehill Street, Carlisle,  
Cumbria CA1 2HH  
**Telephone**  
01228 616234

University Buildings	no.	
B	Blencathra	1
BS	Bowscale	2
C	Calva Bar and Beer Garden	3
	Carrock Halls of Residence	4
	Chapel	5
	Estates	6
LG	Learning Gateway	7
	Lecture Theatre	8
LN	Lonsdale Building	9
SK	Skiddaw	10
CSP	Sports Centre	11
	STEM Laboratories	12
	Outdoor Classroom	13

Campus map key	
	Loop system
	Building access
	Accessible Entrance
	Reception
	Car Park
	Designated Disabled Persons Parking Bay
	Designated Car Share Parking Bays
	Designated Smoking Zone
	Bicycle Shed
	Outdoor Classroom



# Carlisle BRAMPTON RD CAMPUS

**Address**  
University of Cumbria,  
Brampton Road, Carlisle,  
Cumbria CA3 9AY  
**Telephone**  
01228 400300

University Buildings	no.	
D	D 11 & D 12	1
D	D 13 & D 14	2
D	D 15 & D 16	3
D	D 17 & D 18	4
D	D 19 & D 20	5
	Sign Building and Dance Studio	6
	Halls of Residence	7
	Homeacres	8
	Library	9
MB	Main Building	10
W	Workshops and Ceramics Studios	12
	Vallum Gallery	15

Campus map key	
	Building Access
	Reception
	Accessible Entrance
	Car Park
	Designated Disabled Persons Parking Bay
	Bicycle Shed
	Designated Smoking Zone



### **3.3 Lancaster**

Snow is seldom a problem at the Lancaster campus during the winter months, however, ice can be an issue. The action required should be proportional to the amount of snow and or ice on the ground. The local weather forecast should also be taken into consideration, and particularly the short to medium term temperature movement.

#### **Estates**

To avoid staining to entrance areas / carpets etc. "smelt" should be used at the access points to buildings, with salt used elsewhere.

Smelt and Salt are kept in the estates store on each site in Carlisle: Min stock 4 Drums of Smelt & 20 bags of Salt on the 2 main sites.

There are rock salt spreaders (manual and vehicular) available at both Fusehill Street and Brampton Road located in the Estates store.

#### **Contracted Out Services**

Estates have a service agreement with an external contractor to carry out salt spreading based on the weather forecast. The agreement allows for nightly visits to apply salt any night of the week. The timing of the visits may vary due to commitment at other premises and the surrounding area; however, it will occur before core activities on site. Salt is applied to all vehicular routes.

**Priority 1:** Main vehicular and pedestrian access routes \ areas on the campus and other sloping areas, carried out by Contractor.

- Bishops Walk and pavement leading to Reception and turning circle.
- Pay and display car park path to main car park.
- Pay and Display car park to sports centre.
- Pedestrian access and egress points to main the car parks.
- Path from Waddell to Dalton.

**Priority 2:** Remaining Steps, Ramps and Building Entrances, carried out by Estates staff.

Start time 08:15 expected completion time 12:00

- All building entrance ramps and steps

**Priority 3:** Any other vehicular and pedestrian areas.

Start time 12:00 expected completion the same day into the following day.



# Lancaster CAMPUS

**Address**  
University of Cumbria,  
Bowerham Road, Lancaster,  
Lancashire LA1 3JD  
**Telephone**  
01524 590800



Campus Map Key	
	Main Reception
	Building Access
	Vehicle Access
	Accessible Entrance
	Car Park
	Designated Disabled Persons Parking Bay
	Bicycle Parking
	Loop System
	Designated Smoking Zone
	Cycle Route
	Footpath

University Buildings		no.
AXB	Alexandra Building	1
	Art-Studio	1
	Askwith Building	26
	Barbon	5
BCB	Bishop Cross Building	4
	Black-Bow-Theatre	24
	Café Martineau	5
	Chapel	6
	College Main	7
N	College North	8
S	College South	9
	DB Dalton Building	10
	DC Donald Coggan Building	11
	Estates	12
F	Fieldhead	13
	Gateway Building	14
	Grossingham-Halls	25
	Hornby	26
	HPLT Hugh Pollard Lecture Theatre	17
	HB Humanities Building	18
	Ingleton House	19
	KSLT Kay Shuttleworth Lecture Theatre	20
	Library - Harold Bridges	21
	Long-Corridor	22
	Meeting	25
	Old-Dining-Room	25
	Pre-school Centre	37
PCC	Primary Curriculum Centre	27
	Print Unit	28
	Sarah-Wilham-Thompson-Halls	29
SG	Science-Labs	30
SEC	Secondary Centre	31
	Sentamu Building	38
LSP	Sport Complex	32
	Squash Courts	11
K	The Keep	34
	Video Conferencing Facilities	1 & 7
	Waddell Halls	35
WT	William Thompson Halls (Music Rooms)	36



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## 4. Contact Details

For further information regarding any of the issues covered by this policy please contact:

Head of Estates and Property  
Estates and Property Service  
University of Cumbria  
Bowerham Road  
Lancaster  
LA1 3JD

Tel: 01228 590880 ext. 5878  
E-mail: [Andrew.gravett@cumbria.ac.uk](mailto:Andrew.gravett@cumbria.ac.uk)