



EXTREME WEATHER POLICY

DOCUMENT CONTROL

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Rochdale Boroughwide Housing Limited is a charitable community benefit society.
FCA register number 31452R.

Registered Office: Sandbrook House, Sandbrook Way, Rochdale OL11 1RY.

Registered as a provider of social housing. HCA register number: 4607



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1. Introduction

- 1.1 The policy provides details of the actions that will be taken in response to extreme weather. This policy is not intended to be used as a business continuity plan and does not give information on as to how the business should respond in the event that extreme weather impacts on the delivery of core business processes as that is already covered in the society's emergency response plans. Accordingly it would not be beneficial to repeat the aims of the society's emergency response plan, though this policy should be read in conjunction with those plans. In the event of a major incident occurring the Major Incident Team would be responsible for activating this policy unless otherwise stated.
- 1.2 It should be noted that the scope of this policy applies to areas and facilities within RBH's control only. It does not include the maintenance of roads or paths deemed to be public highway which is maintainable at public expense by the local authority Rochdale Borough Council. Similarly areas around Sandbrook House and St Albans House will be cleared by the landlord and their agents.

2. Context

- 2.1 Over recent years severe weather conditions have had an increasingly significant impact on the United Kingdom. Most notably this was experienced during the floods of 2015 and during the winters of 2008/2009 and 2009/2010 when a prolonged period of sub zero temperatures combined with significant snowfall had a major impact nationwide. Though we have not suffered any prolonged periods of cold like this in recent years, the gritting and snow removal elements have been activated since the policy was approved in 2013.
- 2.2 RBH maintains a separate Business Continuity Plan for dealing with an event which threatens to disrupt normal operations. In the event of such an occurrence the Business Continuity Plan will, be formal activated by the Incident Management Team (IMT) which will take strategic control of the situation.

3. Methodology

- 3.1 The following table provides definitions of three different levels of condition. The Business Continuity Plan is intended for use following a 'Level 2 or 3' situation, although elements of the plan may be utilised following less inclement weather.

Incident Level	Description
Level 1	An event that leads to interruption to normal operations at RBH but which is manageable by service areas with no need to relocate the business or for Incident Management Team involvement, though the senior managers may wish to refer to members of the IMT for advice.

Level 2	An interruption at RBH that has no immediate requirement to relocate the business but requires Incident Management Team involvement to co-ordinate activities to enable resumption of normal services.
Level 3	A serious interruption at RBH requiring Incident Management Team involvement and the invocation of the Business Continuity Plan/Recovery Teams for one or more service areas.

Example of Level 1 condition

- Inclement weather lasting for short periods
- Heavy rain over short spells
- Freezing fog
- More extreme weather lasting for longer periods affecting outlying areas of operation
- Sleet or light snow fall
- Heatwave

Examples of Level 2 conditions

- Severe Weather conditions over a short period affecting general operations such freezing ice and snow
- Summer / Winter flash flooding
- Short spells of hot weather

Examples of Level 3 conditions

- Extreme heat for long periods with or without rain
- Long periods of consistent rainfall
- Storm force winds with excessive gusts
- Extreme weather for longer periods affecting whole operations such as freezing ice and snow
- Flooding from rainfall/thawing snow both locally and up stream
- Tornado / cyclone

3.2 Implementation

In the event of any major incident affecting the delivery of core services the Incident Management Team would form to give strategic directions to all colleagues. However, many low level, localised events can be dealt with at a local level as per the table below.

Incident Level	Authorisation	Action
Level 1	Neighbourhood Housing Managers, Neighbourhood Housing Officers, Senior Technical Officers, Repairs Officers	Manage incident locally and monitor the situation.
Level 2	Incident Management Team/Director	Assess incident, consider invoking Business Continuity Plan/ relevant Recovery Teams

Level 3	Incident Management Team	Invoke Business Continuity Plan/Recovery Teams and give strategic direction to the organisation
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3.3 Notification

The Met Office provides weather warning updates. Similarly the Environment Agency provides flood warning updates. The Risk Team are signed up to this scheme and will circulate these updates as appropriate to all members of the senior management team – Directors and Heads of Service – along with the Caretakers Manager, Repairs Manager and Sheltered Housing Manager.

The Caretakers Manager in particular will use these updates when considering whether to activate the gritting policy in advance of a cold snap, or to prepare to clear snow. However, the final decision to activate either of these responses will be at the Caretaker Managers discretion.

3.4 Communicating with Employees

At the discretion of the Incident Management Team a global e mail can be sent advising employees of a pending incident on the receipt of a severe weather warning or a flood alert this and of any action that needs to be taken.

The Head of Customer Experience can arrange an SMS Text to be sent to all Repairs Team Members who are out in the neighbourhoods.

Team Managers or their deputies would need to ensure that any messages are communicated to members of their teams who do not have e mail access etc.

3.5 Communicating with tenants

Where appropriate the Communications Team will arrange for communications to residents with regards to RBH's extreme weather services. This will include details on our website and a recorded message on our telephone line.

All employees will also receive a briefing note to help them answer any frequently asked questions.

4. Employees

4.1 In the event of severe weather restricting travel, those that are able to work from home should do so.

4.2 Employees who live within reasonable walking distances should attempt to walk into work taking into account health and safety and the condition of the roads and pavements. Employees may go to the nearest campus base to their home. There may be a requirement for employees to work across areas pending an improvement in weather conditions. Each campus base should determine that they have enough persons to ensure the location is adequately staffed. Employees who can offer colleagues a lift into work should arrange to do so where possible.

4.3 Severe weather which develops during the working day will be monitored by the Incident Management Team. Any decision to close a location early will be taken at director level. If taking such a decision consideration will be given to the medium term forecast as conditions can often improve throughout the day as the weather improves and the road network is cleared. Where possible the location will remain open with a skeleton staff and so in the event that colleagues are allowed to leave early, priority will be given to colleagues with caring responsibilities, e.g. children or elderly relatives, and those who do not live locally.

5. Gritting/Snow Clearing

5.1 RBH recognises that it has a duty of care under the Occupier’s Liability Act 1957 to take reasonable care to protect any visitor from injury arising from foreseeable risks contained in Section 2 of the Act. This duty does not extend to roads or pathways in our neighbourhoods which are maintained at public expense and which remains the responsibility of the local authority. However, it is recognised that it would not be reasonable, nor economic, to have to attend to all roads and paths for which RBH is responsible and so we will instead prioritise those areas deemed to be of greatest risk due either to the vulnerability of the users in the case of Independent Living schemes or to the volume of footfall.

5.2 Accordingly the Independent Living schemes listed in appendix 1 will be prioritised for gritting/snow clearance. These areas will be cleared by the Scheme Managers/Scheme Assistants, but clearing will be limited to clearing entrance/exit routes to the scheme controlled communal areas and a route to the bins stores. Additional resources will be provided via the Caretaking Team in extreme circumstances as required. Any requests for such assistance should be directed to the Caretakers Manager by email using this email address RBH.Caretakers@rbh.org.uk.

5.3 A number of the independent living schemes also include bungalows. These areas will not be the responsibility of the Scheme Managers/Scheme Assistants, but will be cleared and gritted as a priority by the Caretakers Team. Snow clearing/gritting will be limited to providing a clear means of entry/exit to each home, which may not necessarily mean using the quickest route between 2 points. RBH will not accept responsibility for any injury sustained by any person deviating from the cleared routes.

5.4 The bungalows linked to independent living schemes which will be cleared by the Caretakers Team as a priority are listed in appendix 1.

5.5 The caretakers will also be responsible for ensuring that a clear means of access is provided at the following campus locations.

Location	Address
The Cray	104 The Cray, Milnrow, OL16 4DZ
Low Hill	34 Low Hill, Smallbridge, OI12 9EY
Ryefields	9 Ryefields, Hurstead Green, Rochdale, OL12 9QS
Lower Falinge	236 Newstead, Lower Falinge, Rochdale, OI12 6RQ
Kirkholt	12 The Strand, Kirkholt, Rochdale, OL11 2JG
Avon	1 Avon, Heywood, OL10 1EX

The Rugby Road and Kingsway depots will be cleared by the on site team. The Phoenix Centre in Heywood is not the responsibility of RBH and so is not included in this schedule.

- 5.6 The following areas will also be cleared as a priority by the Caretakers Team due to the high level of footfall in the area. Any snow clearing and gritting will be limited to providing a clear means of access/exit for each home and a means of navigation around the neighbourhood. This may not always be the quickest route between to points and RBH will not accept responsibility for any injury sustained by any person deviating from the cleared route.
- College Bank, Rochdale
 - Lower Falinge, Rochdale
 - Freehold, Rochdale
- 5.7 Where resources allow the Caretakers Team will then clear the non priority areas around bungalows listed in appendix 2. As before this will be limited to providing a clear means of entry and exit to each bungalow. Unlike the areas listed above these bungalows are not linked to any independent living scheme and are not supported by a scheme assistant and will therefore be treated as a secondary priority.
- 5.8 Dry/wet leaves, moss and other debris will be cleared from any area where it could cause a hazard on an on going basis by our caretaking teams as part of their grounds maintenance duties. This will include footpaths and ramps where such debris can pose a slip hazard, and also gullies and drains where it could cause water to pool. Pooling water will also be brushed away from footpaths and ramps where it has the potential to freeze and turn into black ice. In addition the Scheme Managers/Scheme Assistants will ensure communal entrances to the schemes are kept clear of such debris and pooling water.
- 5.9 The decision to activate this gritting plan will be taken by the Caretaking & Grounds Maintenance Manager.
- 5.10 In the event that the plan to grit or clear snow from these areas is implemented the employees involved will suspend their normal activity for the duration of the bad weather to prioritise this work. As the work will primarily be undertaken by the caretaking team this may include cleaning of communal areas which would be deemed non essential. However, any issues that could present a significant risk of injury will still be carried out, e.g. property being left if communal areas that presents a fire risk or which could hinder escape in the event of a fire.
- 5.11 **Appropriate Clothing and Equipment**
All employees tasked to carry out gritting/snow clearing operations will be provided with manual handling training and will be provided with appropriate footwear, which will be the issued work boots where relevant. They must also wear appropriate clothing that will maintain a reasonably comfortable body temperature taking into account the weather conditions and level of physical activity. It is strongly advised that employees wear several thin layers of clothing (so that layers can be removed or added as appropriate), an insulating hat and gloves.

Snow shovels will also be provided.

5.12 Grit

Grit will be stored throughout the borough at the following locations

College Bank – 24 x 25kg bags per block

Lower Falinge – 40 x 25kg bags (stored in garage 250 on Lower Falinge)

Freehold – 40 x 25kg bags (stored in Wolsey bin room on Freehold)

Middleton – 100 x 25 kg bags (stored in garage at the rear of 95 The Downs)

Heywood – 100 x 25kg bags (stored in garage at 3 Tower Street)

Rochdale/Pennines – 100 x 25 kg bags (stored in garage 198 on Lower Falinge)

The keys will be held by the Senior Caretakers and Caretakers responsible for the areas. There will be spare keys held in the appropriate local office.

Middleton – Campus site at 95 The Downs, Middleton

Heywood – 1 Hammond, Angel Meadow, Heywood

Lower Falinge and Rochdale/Pennine – Campus site at 238 Newstead, Lower Falinge

Freehold – this is a drop key system and these are held by all caretaking staff responsible for Lower Falinge and Freehold estates.

A grit bin is also maintained by RBH at each of the 26 independent living schemes listed in appendix 1.

Rugby Road – 1 tonne for use on site only.

Kingsway Depot – minimum of 4 tonnes of grit to be used to top up other locations during a prolonged cold spell

In addition grit bins are maintained by RBH in our neighbourhoods throughout the borough for use by employees and residents. A full list of the locations is listed in appendix 3.

5.13 Duration

In the event of a pro-longed weather event leading to further snow fall this process will be undertaken daily to ensure the paths are kept cleared. However, clearing will only commence once the snow fall has stopped or reduced to a level which does not render the exercise futile – i.e. snow falling and forming quicker than it can be cleared.

Where an area has been gritted, this will be continued where there is the likelihood that melting snow/ice may refreeze which could create a further hazard.

5.14 Record Keeping

Upon completing an area the operative will notify the Caretaking & Grounds Maintenance Manager who will keep a central log detailing the location, date and time completed and the name of the Repairs team member. This will then be scanned and retained for at least 6 years. A template is attached at appendix 4.

6. Flooding

- 6.1 The primary role of RBH in responding to any severe flooding event which affects our neighbourhoods is to provide care and support to our residents and protect our buildings.

Under the Flood and Water Management Act 2010, Rochdale Borough Council (RBC) became a Lead Local Flood Authority (LLFA) with responsibilities for a series of duties and powers relating to the management of flood risk in the borough. As part these duties, RBC is required to publish a flood risk management strategy setting out significant flood risks in the borough and how it intends to address them as a LLFA, including working with the Environment Agency and other partners. As the largest landlord in the borough RBH is a key partner of RBC and accordingly maintains a presence on the borough's resilience forum at which these issues are discussed. A copy of the latest version of the borough multi agency flood response plan is held by the Risk Team and has been used to inform our own plans.

- 6.2 Rochdale is potentially vulnerable from the following flooding sources. These may occur separately or in combination.

Fluvial Flood Risk

Fluvial flooding results when freshwater flows within a watercourse exceed the capacity of the channel, or overtop flood defences, or escape through a breach in flood defences. High freshwater flows may result from intense or prolonged rainfall, snow-melt or blockage of a channel. Due to its location on the river Roch which has a history of flooding, this risk is particularly relevant for RBH.

Surface Water/Overland Flow Flood Risk

Surface water flooding usually results from intense rainfall events that exceed the capacity of drainage infra-structure.

The network of tunnels and conduits which make up our drainage infra-structure may result in floodwater being conveyed beyond the area immediately impacted by such flooding. This type of flooding can occur anywhere and are not limited to river corridors or floodplains, though clearly flatter and low lying places are the most vulnerable. The cause may be either a blocked drain or very high intensity rainfall of the type most usually associated with thunderstorms. Either way, the causes are relatively unpredictable and so may result in flooding without any prior warning.

Water depths from this type of flash flood are rarely great, other than in local depressions or unless associated with river flooding, but the impact can be none the less devastating. Local circumstances may also give rise to significant water velocities. However, surface water flooding, when unaccompanied by fluvial flooding, is likely to

trigger a major incident only when widespread occurrence causes significant traffic disruption or strains the response capability.

6.3 Sandbags

RBH keeps a limited stock of sandbags for use during a flooding event. These sandbags are not for distribution to residents as they are required to protect RBH's office locations and homes which we directly manage such as independent living schemes.

All requests for sandbags will be directed to the Repairs Manager who will be responsible for delivering the bags and for removing and disposing of them post event.

Sandbags may also be used in the following circumstances –

- a) Where there is the threat of structural damage to a property.
- b) Where there are vulnerable residents
- c) Where flooding will prevent access to communal areas maintained by RBH

7. Repairs Service

7.1 All non essential work may be suspended during an extreme weather event. None essential work could include the planned work programme, new build and works on empty properties in addition to many non essential responsive repairs. Operatives who are unable to carry out normal duties will assist other areas of the business as required.

7.2 Essential works which will be maintained where ever practical include

- a) Repairs to heating systems/water supply. Priority will be given for vulnerable tenants e.g. the elderly, those with young children, expectant mothers, those with life threatening illnesses.
- b) Any repair involving damage to a gas installation.
- c) Damage affecting the security of a property. Priority will be given for vulnerable tenants.

7.3 Following any extreme weather event RBH will then carry out a full inspection of any damaged properties and raise any remedial works required under the tenancy agreement. Where appropriate this will involve liaising with the Risk Team, our insurers and their allocated loss adjustor. Where a home is not habitable alternative accommodation will be provided for all RBH tenants.

8. Residents

8.1 RBH's policy does not extend to cover paths and driveways within the boundary of a property. If part of the demised tenancy this would instead be the residents responsibility. Residents are encouraged to clear snow and ice from their paths and from other public areas near their properties during periods of severe winter weather. People are also encouraged to assist neighbours' who may not be able to clear snow and ice themselves. The prospect of a person, who has cleared snow from their pavement, being successfully sued by someone who has subsequently slipped on that pavement is very small. However, the snow-clearer has a duty to ensure that they clear the pavement with reasonable care so that they do not create a new or worse risk.

As long as, in clearing the pavement, the resident has improved the condition of the pavement and made it safer to walk on than before it was cleared, they should not be liable if someone slips.

8.2 General cold weather advice for residents is attached at appendix 5.

8.3 In the event of a flood it is the responsibility of the individual residents, both private owners and tenants, to protect their own belongings. This could include moving items upstairs or placing high value goods on tables etc. All residents should also strongly consider purchasing insurance to cover them against this or any other insurable loss, such as fire or theft. In the event that a resident chooses not to insure, RBH will not accept responsibility for their loss.

9. Equality and Diversity

9.1 An Equality Impact Assessment relevance test has been carried out for this policy and the outcome was found not to warrant a full Equality Impact Assessment.

10. Monitoring

10.1 This policy will be monitored by the Strategic Compliance Group in conjunction with the Head of Customer Experience to ensure it remains fit for purpose through the reporting of appropriate key performance indicators to Customer Management Team and the Strategic Compliance Group.

11. Review

11.1 All RBH policies and procedures are reviewed on an annual basis in order to ensure that they are 'fit for purpose' and comply with all relevant legislation and statutory regulation.

11.2 The Extreme Weather Policy will be reviewed by the Head of Legal and Compliance who will consult with the Caretaking and Grounds Maintenance Manager and the Support and Independence Manager.

11.3 This policy will be formally reviewed and submitted to EMT every three years.

12. Thematic Links with other SPSS Documents

- Health and Safety Policy
- Risk Management Policy
- Business Continuity Plans

Appendix 1 – Independent Living Schemes/priority bungalows

Independent living schemes		
Scheme	Address	Warden
Alkrington Court	Off Andover Avenue, The Downs, Alkrington, Middleton, M24 1TX	Beverley Martin – 0161 6431488
Arnold Bagnall Court	Platting Lane, Rochdale, Lancs, OL11 2JT	Christine Sutcliffe – 01706 649792
Barnett Court	Coomassie Street, Heywood, Lancs, OL10 3BE	Susan Buck - 01706367060
Chisholm Court	Off Wood Street, Middleton, Manchester M24 4BE	0161 6534256
Clough Court	Boarshaw Road, Middleton, M24 6AQ	Sandra Dornan – 0161 6548831
Derrick Walker Court	Manchester Road, Sudden, Rochdale, OL11 4HU	Beverley Morgan – 01706 649347
Falinge Mews	Mount Street, Rochdale, OL12 6TD	Mavis Butterworth – 01706 657000
Fieldway	Broad Lane, Rochdale, Lancs, OL16 4PX	Karen Pawson – 01706 654549
Hare Hill	Inglis Street, Littleborough, OL15 9RP	Christine McNicholas – 01706 373389
Isherwood Close	Schofield Street, Heywood, Lancs, OL10 1DD	Margaret Grice – 01706 368041
Jack McCann Court	Trafalgar Street, Rochdale, Lancs, OL16 2EE	Lynda Taylor/Yvonne Kowalczyk – 01706 527134
Lindum Court	Adelaide Street, Off Aspinall Street, Heywood, OL10 4ES	Pam Ford – 01706 364691
Lonsdale Court	Sedgley Street, Middleton Junction, Middleton, M24 2BP	Joanne Barber – 0161 6537376
Low Bank	Off Wardle Road, Smallbridge, Rochdale, OL12 9SD	Lorraine Barlow – 01706 641686
Moss Row	Raven Street, off Industry Street, Norden, Rochdale, OL11 5TS	Karen Tweedale – 01706 648703
Mountside View	Thrum Hall Lane, Shawclough, Rochdale, OL12 6DE	Kathy Broadhead – 01706 649632
Norman Weall Court	Fielding Street, Middleton, Lancs, M24 6BJ	Linda Morris – 0161 6534180
Olive Standring House	Todmorden Road, Littleborough, OL15 9AH	Sheila Greenwood/Karen Wood – 01706 372248
Ravendale	Ravendale Close, Meadow View, Cutgate, Rochdale, OL12 7PF	Jean Makinson – 01706 655775
Ryefields	Braddocks Close, Halifax Road, Hurstead, Rochdale, OL12 9QS	Lorraine Barlow – 01706 379840
Saxon House	West View, Littleborough, Lancs, OL15 0JR	Karen Wood – 01706 379125
Sheriff Street	Sheriff Street, Milnrow, Rochdale, OL16 3PW	Mary Meyrick – 01706 641226
Springfield Close	Isherwood Street, Heywood, OL10 2DE	Margaret Grice – 01706 368439
Thistleyfield	Rochdale Road, Milnrow, Rochdale, OL16 3LP	Helen Scott – 01706 654685

Appendix 1 – Independent Living Schemes/priority bungalows

Threlkeld Court	Threlkeld Road, Langley, Middleton, M24 4TP	Carol Staley – 0161 6553792
Tonge Court	Oldham Road, Middleton, M24 2JY	Patricia Warwick – 0161 6534872
Yew Court	Warwick Street, Rochdale, Lancs, OL12 9XD	Yvonne Kowalczyk – 01706 352836

Priority Bungalows	
Location	Address
Barnett Court	Coomassie Street, Heywood, Lancs, OL10 3BE
Chisholm Court	Off Wood Street, Middleton, Manchester, M24 4BE
Falinge Mews	Mount Street, Rochdale, OL12 6TD
Fieldway	Broad Lane, Rochdale, Lancs, OL16 4PX
Jack McCann Court	Trafalgar Street, Rochdale, Lancs, OL16 2EE
Moss Row	Raven Street, off Industry Street, Norden, Rochdale, OL11 5TS
Mountside View	Thrum Hall Lane, Shawclough, Rochdale, OL12 6DE
Norman Weall Court	Fielding Street, Middleton, Lancs, M24 6BJ
Ravendale	Ravendale Close, Meadow View, Cutgate, Rochdale, OL12 7PF
Ryefields	Braddocks Close, Halifax Road, Hurstead, Rochdale, OL12 9QS
Saxon House	West View, Littleborough, Lancs, OL15 0JR
Sheriff Street	Sheriff Street, Milnrow, Rochdale, OL16 3PW
Springfield Close	Isherwood Street, Heywood, OL10 2DE
Thistleyfield	Rochdale Road, Milnrow, Rochdale, OL16 3LP
Threlkeld Court	Threlkeld Road, Langley, Middleton, M24 4TP

Appendix 2 – non priority bungalows

	NO BUN	ESTATE	ADDRESS	AREA
1	35	ASH BROOK HEY	ASH BROOK HEY LANE	ROCHDALE
2	18	ASHBROOK HEY	CROFT STREET	ROCHDALE
3	6	BACK O'TH MOSS	ABBEY CRESCENT	HEYWOOD
4	2	BACK O'TH MOSS	FURNESS AVENUE	HEYWOOD
5	18	BACK O'TH MOSS	KIRKSTALL AVENUE	HEYWOOD
6	9	BACK O'TH MOSS	PEEL LANE	HEYWOOD
7	12	BACK O'TH MOSS	TINTERN AVENUE	HEYWOOD
8	4	BACK O'TH MOSS	TINTERN PLACE	HEYWOOD
9	16	BACK O'TH MOSS	WHITBY AVENUE	HEYWOOD
10	13	BAYTREE	BAYTREE LANE	MIDDLETON
11	5	BAYTREE	BRADSHAW STREET	MIDDLETON
12	28	BAYTREE	MAPLE CLOSE	MIDDLETON
13	13	BAYTREE	MONMOUTH STREET	MIDDLETON
14	11	BAYTREE	STUART STREET	MIDDLETON
15	10	BENTGATE	ASH GROVE	ROCHDALE
16	9	BENTGATE	BIRCH CRESCENT	ROCHDALE
17	38	BENTGATE	CEDAR LANE	ROCHDALE
18	16	BENTGATE	HAWTHORN LANE	ROCHDALE
19	3	BENTGATE	HAZEL AV ENUE	ROCHDALE
20	2	BENTGATE	LABURNUM LANE	ROCHDALE
21	10	BIRCH RD	BIRCH AVENUE	ROCHDALE
22	10	BIRCH RD	GLOUSESTER	ROCHDALE
23	11	BISHOP ST	BISHOP STREET	ROCHDALE
24	6	BISHOP ST	DOVER STREET	ROCHDALE
25	16	BISHOP ST	THE CLOISTERS	ROCHDALE
26	23	BOARSHAW	HAYFIELD CLOSE	MIDDLETON
27	1	BOWLEE	BOWLEE	MIDDLETON
28	6	BRIMROD	HOLBORN GARDENS	ROCHDALE
29	12	BRIMROD	ROCH MILLS GARDENS	ROCHDALE
30	4	BROADFIELD	ARGYLE CRESCENT	HEYWOOD
31	10	BROTHEROD	DELL GARDENS	ROCHDALE
32	10	BROTHEROD	FOLD GARDENS	ROCHDALE
33	19	BROTHEROD	HALL GARDENS	ROCHDALE
34	2	BROTHEROD	ROOLEY MOOR RD	ROCHDALE
35	11	BROTHEROD	ULLSWATER AV	ROCHDALE
36	2	BURY STREET	BURY STREET	HEYWOOD
37	6	CASTLETON	HANOVER ST	ROCHDALE
38	7	CLARKES LN	CINNAMON CL	ROCHDALE
39	8	CLARKES LN	MOLYNEUX ST	ROCHDALE
40	4	CLARKES LN	SPOTLAND RD	ROCHDALE
41	2	CLOVER HALL	ALBERT ROYDS STREET	ROCHDALE
42	18	CUTGATE	CUTGATE RD	ROCHDALE
43	2	CUTGATE	EDENFIELD RD	ROCHDALE
44	24	CUTGATE	MARTIN LN	ROCHDALE
45	2	DICKEN GREEN	DACRE RD	ROCHDALE
46	4	DICKEN GREEN	DARLINGTON RD	ROCHDALE
47	6	FALINGE HILL	HEIGHTS LANE	ROCHDALE
48	12	FALINGE HILL	HOPE STREET	ROCHDALE

Appendix 2 – non priority bungalows

49	5	FALINGE HILL	MOORLAND STREET	ROCHDALE
50	3	FALINGE HILL	STANLEY STREET	ROCHDALE
51	3	FIRGROVE	ROCHDALE ROAD	ROCHDALE
52	14	GREAVE	DENEHURST RD	ROCHDALE
53	6	GREAVE	PARKWAY	ROCHDALE
54	5	HAMER	BACK OF HALIFAX ROAD	ROCHDALE
55	14	HAMER	CLIFF STREET	ROCHDALE
56	4	HAMER	COOK TERRACE	ROCHDALE
57	19	HAMER	FOXHOLES CLOSE	ROCHDALE
58	4	HAMER	FOXHOLES ROAD	ROCHDALE
59	14	HAMER	HAMMER HALL	ROCHDALE
60	10	HAMER	PARK ROAD	ROCHDALE
61	15	HARDFIELD	BOWLING GREEN STREET	HEYWOOD
62	9	HARDFIELD	EGERTON CLOSE	HEYWOOD
63	3	HARDFIELD	KING STREET	HEYWOOD
64	2	HARDFIELD	OSBOURNE STREET	HEYWOOD
65	2	HARDFIELD	PENN STREET	HEYWOOD
66	4	HARDFIELD	WILTON GROVE	HEYWOOD
67	12	HAUGH	RAILWAY STREET	ROCHDALE
68	1	HEADY HILL	HEADY HILL ROAD	HEYWOOD
69	1	HEADY HILL	LONGRIDGE DRIVE	HEYWOOD
70	1	HEYWOOD CENTRAL	ARTHUR STREET	HEYWOOD
71	2	HEYWOOD CENTRAL	BAMFORD ROAD	HEYWOOD
72	9	HEYWOOD CENTRAL	BANK STREET	HEYWOOD
73	6	HEYWOOD CENTRAL	CIVIC WALK	HEYWOOD
74	9	HEYWOOD CENTRAL	COURTHOUSE WAY	HEYWOOD
75	8	HEYWOOD CENTRAL	LONGFORD STREET	HEYWOOD
76	8	HEYWOOD CENTRAL	MUNICIPAL CLOSE	HEYWOOD
77	2	HEYWOOD CENTRAL	WEST STREET	HEYWOOD
78	7	HEYWOOD EAST	ASPINALL STREET	HEYWOOD
79	1	HEYWOOD EAST	BUCKLEY STREET	HEYWOOD
80	5	HEYWOOD EAST	MILLER STREET	HEYWOOD
81	2	HEYWOOD EAST	PROMENADE STREET	HEYWOOD
82	1	HEYWOOD EAST	STARKEY STREET	HEYWOOD
83	5	HEYWOOD EAST	WILD STREET	HEYWOOD
84	34	HOLLIN	HOLLIN GREEN	MIDDLETON
85	7	HOLLIN	HOPWOOD ROAD/COPPERFOLD	MIDDLETON
86	3	HOLLIN	WITHINGTON GREEN	MIDDLETON
87	11	HOLT	CORNFIELD	ROCHDALE
88	2	HOLT	WELLINGTON	ROCHDALE
89	4	HOPWOOD	CONISTON GROVE	HEYWOOD

Appendix 2 – non priority bungalows

90	7	HOPWOOD	FARM STREET	HEYWOOD
91	4	HOPWOOD	RYDAL AVENUE	HEYWOOD
92	6	KIRRHOLT	GLADSTONE RD	ROCHDALE
93	24	KIRKHOLT	ALDWYCH	ROCHDALE
94	15	KIRKHOLT	BALDERSTONE RD	ROCHDALE
95	4	KIRKHOLT	CUMBERLAND RD	ROCHDALE
96	11	KIRKHOLT	GREAT GATES RD	ROCHDALE
97	10	KIRKHOLT	HARTLEY LN	ROCHDALE
98	46	KIRKHOLT	HILL TOP DR	ROCHDALE
99	10	KIRKHOLT	MELBOURNE RD	ROCHDALE
100	10	KIRKHOLT	MORNINGTON DR	ROCHDALE
101	22	KIRKHOLT	PERTH RD	ROCHDALE
102	8	KIRKHOLT	RHODES CR	ROCHDALE
103	6	KIRKHOLT	WATERLOO RD	ROCHDALE
104	18	KIRKLEE	GRANT ST	ROCHDALE
105	2	KIRKLEE	HILLCREST RD	ROCHDALE
106	2	KIRKLEE	KIRKLEE ST	ROCHDALE
107	3	KIRKLEE	MANCHESTER RD	ROCHDALE
108	2	KIRKLEE	MANCHESTER ROAD /VICARAGE ROAD SOUTH	ROCHDALE
109	6	KIRKLEE	OGDEN ST	ROCHDALE
110	3	KIRKLEE	ROYLE BARN RD	ROCHDALE
111	1	KIRKLEE	SAMUEL ST	ROCHDALE
112	4	MAYFIELD	ALBERT ROYDS STREET	ROCHDALE
113	10	MAYFIELD	BESWICKE ROYDS STREET	ROCHDALE
114	4	MAYFIELD	RESERVOIR STREET	ROCHDALE
115	16	MEADWAY	BIDFORD RD	ROCHDALE
116	6	MEADWAY	BOLTON RD	ROCHDALE
117	6	MEADWAY	BRUCE ST	ROCHDALE
118	12	MEADWAY	KINGSLAND RD	ROCHDALE
119	14	MEADWAY	PATTERDALE CL	ROCHDALE
120	30	MEADWAY	ROYLELANDS	ROCHDALE
121	6	MILKSTONE	BOUNDARY WALK	ROCHDALE
122	2	MILKSTONE	FREETRADE STREET	ROCHDALE
123	8	PARKFIELD	GREAT ARBOR WAY	MIDDLETON
124	2	PENNINE VIEW	HENDERSON STREET	ROCHDALE
125	7	RHODES	CROFTGATES ROAD	MIDDLETON
126	9	SHAWCLOUGH	WATSON GARDENS	ROCHDALE
127	24	SMALLBRIDGE	BUCKLEY VIEW	ROCHDALE
128	17	SMALLBRIDGE	LOUISE GARDENS	ROCHDALE
129	12	SMALLBRIDGE	LOUISE STREET	ROCHDALE
130	31	SMALLBRIDGE	LOW HILL	ROCHDALE
131	8	SMALLBRIDGE	MAITLAND CLOSE	ROCHDALE
132	29	SMALLBRIDGE	WARDLE EDGE	ROCHDALE
133	5	SPARTH BOTTOMS	BRIDGEFIELD ST	ROCHDALE
134	5	SPOTLAND	ASHWORTH ST	ROCHDALE
135	3	SPOTLAND	CROWN ST	ROCHDALE
136	3	SPOTLAND	JULIA ST	ROCHDALE
137	6	SPOTLAND	JUTLAND AV	ROCHDALE

Appendix 2 – non priority bungalows

138	3	ST ANNS	BROCKLEBANK ROAD	ROCHDALE
139	3	ST ANNS	MENTMORE ROAD	ROCHDALE
140	4	STANSFEILD	FROBISHER ROAD	ROCHDALE
141	8	STANSFEILD	SHAKESPEARE CLOSE	ROCHDALE
142	20	STANSFIELD	BARNES MEADOWS	ROCHDALE
143	2	STANSFIELD	DRAKE ROAD	ROCHDALE
144	16	SYKE	CHATSWORTH	ROCHDALE
145	2	SYKE	CLEN GARDENS	ROCHDALE
146	2	SYKE	DEWHIRST ROAD	ROCHDALE
147	2	SYKE	ISABELLA STREET	ROCHDALE
148	12	SYKE	JOY STREET	ROCHDALE
149	4	SYKE	LEYTON STREET	ROCHDALE
150	19	SYKE	NEWLANDS CLOSE	ROCHDALE
151	12	SYKE	SCARR DRIVE	ROCHDALE
152	28	THE CRAY	SELBY CLOSE	ROCHDALE
153	35	THE CRAY	THE CRAY	ROCHDALE
154	1	TURF HILL	BIRKDALE ROAD	ROCHDALE
155	1	TURF HILL	WATKIN STREET	ROCHDALE
156	16	WAITHLANDS	WREN GREEN	ROCHDALE
157	6	WARDLE	BIRCH ROAD	ROCHDALE
158	6	WARDLE	ELM GROVE	ROCHDALE
159	5	WESTON ST	HALLIWELL STREET	ROCHDALE
160	3	WESTON ST	WESTON STREET	ROCHDALE

RBH GRITBIN LOCATIONS

GRIT BINS ON FREEHOLD

- 1) UNDER KENELWORTH RAMP
- 2) SHIRBURN BIN AREA
- 3) WOLVESEY BIN AREA
- 4) UNDER RAMP UPTON
- 5) FARRINGDON PHONE BOX
- 6) ECLLINGHAM RAMP

GRIT BINS ON LOWER FALINGE

- 1) PERSHORE BOTTOM OF RAMP
- 2) QUINTON SIDE OF 334
- 3) ULLESTORPE REAR SIDE OF 401
- 4) WAVERLEY SIDE OF STAIR TOWER 452
- 5) NEWSTEAD OUT SIDE 239
- 6) ABBEYDALE BOTTOM OF RAMP SIDE OF 526
- 7) IBSLEY BOTTOM OF STAIR TOWER SIDE OF 129
- 8) ATHERSTONE BOTTOM OF RAMP
- 9) MELROSE OUT SIDE 216
- 10) HOPE ST BUNGALOWS 1 TO 13 OUT SIDE NUMBER 1
- 11) HOPE ST BUNGALOWS 63 TO 71 OUT SIDE NUMBER 71
- 12) HEIGHTS LA BUNGALOWS SIDE OF NUMBER 10

GRIT BINS ON COLLEGE BANK

- 1) BASEMENT DOOR MITCHELL HEY
- 2) BASEMENT DOOR TOWN MILL BROW
- 3) BASEMENT DOOR MARDYKE

GRIT BINS ROCHDALE NORTH

- 1) GARAGE 115 MARTIN LA
- 2) SIDE OF 2 SPOTLAND TOPS
- 3) 8 MARTIN LA
- 4) SIDE OF GARAGE 63 MEADOW VIEW
- 5) RAVENDALE CAR PARK X2
- 6) MOSS ROW
- 7) 238 ING LA INSIDE GARDEN
- 8) FALINGE MEWS CAR PARK AND ONE AT MAIN ENTRANCE
- 9) CLOISTERS NEAR NUMBER 11
- 10) FRONT OF JACK McCANN CAR PARK X2
- 11) OPPOSITE 10 NEWLANDS CLOSE
- 12) OPPOSITE 16/18 CHATSWORTH STREET
- 13) FRONT OF MOUNTSIDE VIEW
- 14) OPPOSITE BLOCK 113-120 GREAT HOWARTH
- 15) CAR PARK TO BLOCKS 1-13 WARDLE EDGE
- 16) KING FISHER COURT 45-50
- 17) LOW HILL OUT SIDE 55-59
- 18) LOW BANK ONE BOTTOM OF STEPS AND ONE NEAR BIN ROOM AT REAR
- 19) YEW COURT FRONT DOOR

SOUTH AND PENNINE

- 1) 6 UNCOUTH RD (1 SMALL BAG)
- 2) CROWTHER COURT

GRIT BINS IN MIDDLETON

- 1) LONSDALE COURT
- 2) CHISHOLM COURT
- 3) ALKRINGTON COURT
- 4) TONGE COURT
- 5) THRELKELD COURT
- 6) NORMAN WEALL COURT
- 7) CLOUGH COURT

GRIT BINS IN HEYWOOD

- 1) BARNETT COURT
- 2) SPRINGFIELD COURT
- 3) ISHERWOOD CLOSE
- 4) LINDUM COURT
- 5) CROWN ROAD (Block 1-11)

RBH - SNOW/ICE/GRIT CONTROL SHEETS

ADDRESS	DATE/TIME COMPLETED	OPERATIVE(S)	WORK CARRIED OUT	COMMENTS

General Cold Weather Advice for Residents

How to best heat your home

Keep your home at the recommended temperature of 18 to 21C (64 to 70F). If you cannot heat all the rooms you use, heat the living room during the day and the bedroom just before you go to bed.

Visit <http://www.nhs.uk/Livewell/winterhealth/Pages/Verycoldweather.aspx>¹⁷ for further information.

How elderly people can stay warm

If bills are an issue, older people might have to live and sleep in one room and it's preferable to get help moving a bed into the living room rather than sleeping in an armchair. Keep curtains drawn and doors closed to block out draughts.

Visit <http://www.ageuk.org.uk/get-involved/spread-the-warmth/reducing-winter-deaths/>¹⁸ for further information.

Take care not to block air vents or grilles even if you feel a draught coming through them and make sure radiators and heaters are not blocked by furniture or covered by curtains

Draughtproof your front door with a well-fitting curtain and fix draughtproofing strips to windows and the bottom of external doors. Leave a small section untreated around windows to let in fresh air.

Attach plastic film or sheeting to the window frame and seal gaps between floorboards and around skirting boards with sealant or thin wooden strips.

Visit <https://www.homeheatheline.org.uk/>¹⁹ for further information.

What can I do to look after my family?

Try to have regular hot drinks and at least one hot meal a day.

Keep as active as possible. Age UK urges older people to get their circulation going with housework or walking to the shops. Those with difficulty walking should keep moving arms and legs and wiggle fingers and toes.

Wrap up warm if you need to go outside on cold days. Wear several light layers of warm clothes, rather than one chunky layer. Clothes made of wool, cotton or fleecy synthetic fibres are usually warmer.

At night, use a hot water bottle or an electric blanket to warm up your bed. Never use the two together as it can be dangerous.

Check up on friends, relatives and neighbours, particularly the elderly and people with serious illnesses.

Appendix 5 – General cold weather advice for residents

People with heart or respiratory problems may have worse symptoms during a cold spell and for several days after temperatures return to normal.

Visit <http://www.nhs.uk/Livewell/winterhealth/Pages/Verycoldweather.aspx>¹⁷ and <http://www.ageuk.org.uk/>²⁰ for further information.

What can I do to look after my home?

If you're going away for a few days, set your central heating to come on twice a day at a low temperature to avoid freezing and burst pipes.

Put grit or cat litter on paths and driveways to lessen the risk of slipping.

If your boiler is located in an outhouse or garage, it is more susceptible to freezing temperatures at night when off.

Visit <https://www.britishgas.co.uk/HelpAndAdvice/LookUp/>²¹ and <http://www.metoffice.gov.uk/weather/uk/advice/snow.html>²² for further information.

Are there any benefits I can claim to help with bills?

Some pensioners, people on income support, those with disabilities and certain carers may be entitled to a cold weather payment. These one-off payments are made automatically when the average temperature is recorded as, or forecast to be, 0C (32F) or below over seven consecutive days. People aged 60 or over who normally live in the UK are also eligible for a tax-free annual winter fuel payment. This is usually paid from November and the amount varies. If you have not had the payment before and are not getting a state pension or another benefit (apart from housing benefit, council tax benefit or child benefit), the payment will not be automatic. You can apply by calling 08459 151 515 or

visit http://www.direct.gov.uk/en/MoneyTaxAndBenefits/BenefitsTaxCreditsAndOtherSupport/Inretirement/DG_10018668²³.

What can I do to keep my car running?

Driving in severe winter weather poses many challenges but there are ways to keep your car on the road and moving.

Ensure your tyres are inflated correctly and that you have a minimum of 3mm of tread on your tyres to cope with wet and slippery conditions.

Batteries run down more quickly in the cold so make sure to top them up or trickle-charge them.

When starting the engine, depress the clutch as this will reduce drag on the engine and preserve the battery.

Keep topped up with screenwash and use a proper additive at the right concentration to prevent it freezing.

Appendix 5 – General cold weather advice for residents

Keep your fuel tank topped up - if you are caught out, you will have enough fuel to make it home or run the engine to keep warm.

Clear all snow and ice from the windscreen before driving. Do not use water to de-ice windscreens. Hot water can crack the glass, and the water will only freeze again on the screen or on the ground where you're standing.

A squirt of WD-40 will prevent your door locks freezing up.

What should I take on car journeys in case I get stranded?

Always pack a warm coat, hat, gloves, sturdy boots and a blanket to keep you warm if you get stuck.

Take some food such as chocolate or biscuits, water and a hot drink if you can.

Always carry a fully-charged mobile, some old bits of carpet or cat litter to put under the tyres when stuck and a shovel to clear snow.

Jump leads, a first aid kit and a torch may also come in handy.

Clearing snow and ice

There is no law preventing you from clearing snow and ice on the pavement outside your property, pathways to your property or public spaces.

It is very unlikely that you would face any legal liability, as long as you are careful, and use common sense to ensure that you do not make the pavement or pathway more dangerous than before. People using areas affected by snow and ice have responsibility to be careful themselves.

The following advice may be useful

- Start early: it is much easier to remove fresh, loose snow rather than compacted ice that has been compressed by people walking on it
- Do not use hot water. This will melt the snow, but may replace it with black ice, increasing the risk of injury
- Be a good neighbour: some people may be unable to clear snow and ice on paths leading to, or fronting their property. Snowfall and cold weather can make gaining access to and from a property or walking to the shops extremely difficult
- If shovelling snow, think about where you are putting it so that it does not block paths or drains, shifting the problem elsewhere
- Make a pathway down the middle of the area to be cleared first, so you have a clear surface to walk on, then you can shovel the snow from the centre to the sides

Appendix 5 – General cold weather advice for residents

- Spreading salt on the area you have cleared will help to prevent ice forming. Table salt or dishwasher salt will work, but avoid spreading on plants or grass as it may damage them. A few grams (a tablespoon) for each square metre you clear should work. The salt found in salting bins should mainly be used to keep roads clear
- Particular care and attention should be given to steps and steep gradients to ensure snow and ice is removed. You might need to apply additional salt to these areas
- Use the sun to your advantage. Removing the top layer of snow will allow the sun to melt any ice beneath but you will need to cover any ice with salt to stop it refreezing overnight
- If there is no salt available, a little sand or ash is a reasonable substitute. It will not have the same de-icing properties as salt but should offer grip under foot