

Manor Royal Business District
Winter Maintenance Plan
V4.0
29/08/2025



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1. Purpose

The purpose of the Manor Royal Business District Winter Management Plan is to detail the Manor Royal Business District BID Company's (MRBD Limited) response to severe weather events.

The intention of MRBD Limited is to put in place a service additional to that provided by West Sussex County Council (WSCC) via a competent third party provider "the contractor" (details shown in Annex F) to respond to a predicted severe weather event. The primary aims are to:

- a) Treat those roads NOT covered as part of West Sussex County Council's Precautionary Salting network.
- b) Clear those same roads of snow should predicted weather conditions warrant it

Both the above events are activated on the basis of agreed triggers.

2. Background

Manor Royal Business District is the largest single business area of the West Sussex and the Gatwick Diamond. It is home to over 600 businesses and an estimated 30,000 employees. It covers an area of 539 acres (218 hectares), providing a commercial floorspace offer approaching 10 million square feet.

The Manor Royal BID Company was formed in June 2013 following a vote by businesses of the Manor Royal BID area and in accordance with the BID Regulations (2004).

This plan provides details of the service the MRBD Limited intends to provide. In accordance with the BID Regulations, baseline agreements have been agreed with each public body providing a service to businesses based in the Manor Royal BID area – one of which covers the existing level of service provided by West Sussex County Council (WSCC) in respect of Winter Gritting and clearance. The service set out in this plan is in addition to those agreed baseline service agreements.

3. Current level of service provided by West Sussex County Council (WSCC)

a. The Precautionary Salting Network is divided into Priority roads as follows:.

Priority 1 roads constitute the main A and B network (as defined by the West Sussex Local Transport Plan).

Priority 2 roads are the remainder of the A and B road network not treated as Priority 1. For Manor Royal these roads are:

London Road
Gatwick Road
Fleming Way
Manor Royal (road)

b. Spread Rates

The following is taken from West Sussex County Council's "Guidance on preparing a Local Winter Maintenance Plan (May 2013 revision 6)"

The amount of salt applied varies depending on the forecasted temperature and conditions. Typically:

- 10 grams of salt is applied to each metre square of road surface as a precautionary treatment when surface temperatures are forecast to fall between 0°C and -2 °C and ice or hoar frost is anticipated.
- 20 grams of salt is applied to each metre square of road surface as a precautionary treatment when surface temperatures are forecast to fall below -2 °C and ice or hoar frost is anticipated.
- 40 grams of salt is applied to each metre square of road surface as a precautionary treatment when snow is anticipated.

West Sussex County Council will make daily gritting decisions based on 24-hour weather forecast for each area together with road temperature sensor data. West Sussex County Council will publish their daily decisions via their Twitter feed @WSHighways

The Daily Decision is made by West Sussex County Council's Highways Winter Service Duty Manager each day between 1 November and 31 March.

4. Roads not covered by existing WSCC service

The following are “non-priority” roads and so are not prioritised as part of West Sussex County Council’s Precautionary Salting Network. These are the roads MRBD Limited will undertake to treat in the event of a severe weather event.

In total they cover an area of approximately 5 kilometres.

In alphabetical order:

Baird Close

Betts Way

Cobham Way

County Oak Way *(added 2019)**

Crompton Way

Faraday Road *(added 2019)**

Hydehurst Lane

James Watt Way

Jenner Road

Kelvin Lane *(added 2019)**

Kelvin Way *(added 2019)**

Maxwell Way

Metcalf Way *(added 2019)**

Napier Way

Newton Road *(added 2019)**

Priestley Way (see the inset map in Annex for the extent of the public highway in this area)

Rutherford Way

Tinsley Lane North

Wheatstone Close

Whittle Way

Woolborough Lane

**Due to changes in the service provision provided by West Sussex County Council across the County these roads were added to the service provided by the Manor Royal BID*

5. Option to extend the service to privately owned areas

Where approached MRBD Limited will endeavour to work with the contractor to extend the service to those private areas on an on-demand basis and, wherever possible, at a preferential rate as agreed with the contractor. The details of that arrangement to be covered by a separate addendum to this Winter Maintenance Plan or by a separate agreement between the contractor and the private party.

6. MRBD Limited triggers and spread rates

The MRBD Limited appointed contractor will have access to West Sussex County Council daily decision information and use “Roadcast” data provided by the MeteoGroup to assess a range of factors as a trigger for gritting those roads not covered by West Sussex County Council as part of the precautionary network.

The agreed triggers and spread rates are as follows:

The Triggers

- When a “RED Alert” indicated by the Roadcast data forecast Road Surface Temperatures to be sub-zero and there is a risk of ice or Hoar Frost the spread rates will usually be at 20 grams of salt to each metre square of road surface (especially when there is a risk of ice and hoar frost) and on occasion at 10 grams of salt to each metre square of road surface (usually when there is a risk of hoar frost ONLY but at the discretion of the contractor to spread at higher rates if required).

- When snow is anticipated the spread rates will be between 20-40 grams of salt to each metre square of road surface, at the discretion of the Contractor.
- If an actual instance of severe winter weather of snowfall to a depth exceeding 50 mm occurs, snow clearing machines should be deployed to clear the designated roads and once cleared 20-40 grams of salt should be spread at the discretion of the Contractor.

Discretion

There may be times, by exception, where a level of alert below “RED Alert” as indicated by the Roadcast data is judged by the Contractor to require treatment.

The Process

- On a “RED Alert” the Contractor has approval by the BID to activate this plan without further approval from MRBD Limited
- On those occasions when there is a level of alert below “RED Alert” but the Contractor judges there to be a local risk requiring treatment the Contractor should use their discretion and, where possible, contact the Manor Royal BID Office to gain approval prior to treatment. Where this is not possible the Contractor has discretion to use their judgement.
- After all events, the Contractor should report to MRBD Limited when this plan has been activated and those treatments applied.

Based on this information if severe winter weather is forecast then this plan becomes operational.

7. Extent and limitation of the service to be provided

MRBD Limited will only treat those roads set out in section 4 in those ways described in section 6.

MRBD Limited will NOT treat or clear pavements, provide salt bins, undertake routine gritting or seek to treat roads that are the responsibility of WSCC

Manor Royal BID will NOT treat private roads except by separate agreement and agreed in writing with the contractor and private party and set out in a separate addendum to this plan. .

8. Contacts and Communications

For MRBD Limited is

Main office number 01293 813 866

Steve Sawyer, Executive Director
07881 514 656 / steve@manorroyal.org

For WSCC Highways

The single point of contact is the Winter Service Duty Manager whose contact details are:

01293 642 105 highways@westsussex.gov.uk

Highways and Transport Customer Service Hub
Durban House
Durban Road
Bognor Regis
West Sussex
PO22 9RE

Other information can be found at www.westsussex.gov.uk

ANNEX A: Table of Roads to be treated by MRBD Limited

The reference shown in the table refers to the annotated map ANNEX C

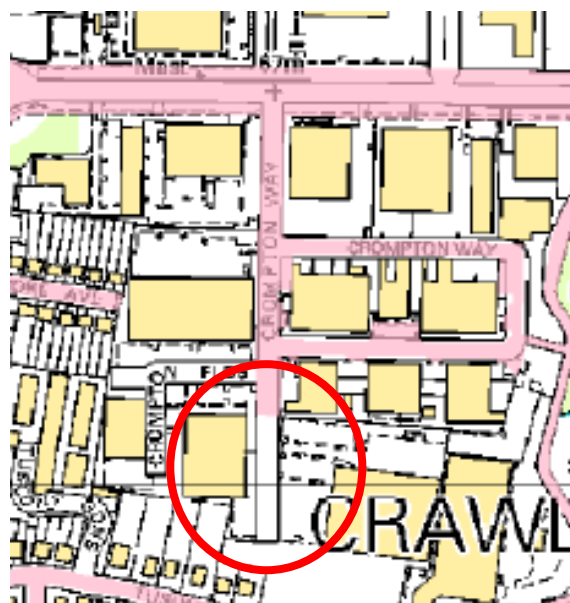
Road	Ref	Zone
Betts Way	A	1
Hydehurst Lane	B	2
Jenner Road	C	2
Crompton Way	D	3
Napier Way	E	3
Woolborough Lane	F	3
Baird Close	G	4
Maxwell Way	H	4
Cobham Way	I	5
James Watt Way	J	5
Priestley Way	K	5
Rutherford Way	L	5
Tinsley Lane North	M	5
Wheatstone Close	N	5
Whittle Way	O	5
County Oak Way <i>(added 2019)</i>	P	1
Metcalf Way <i>(added 2019)</i>	Q	1
Faraday Road <i>(added 2019)</i>	R	2
Kelvin Lane <i>(added 2019)</i>	S	2
Kelvin Way <i>(added 2019)</i>	T	2
Newton Road <i>(added 2019)</i>	U	2

Annex B: Extent of public Highway in Priestley Way and Crompton Way

Priestley Way



Crompton Way



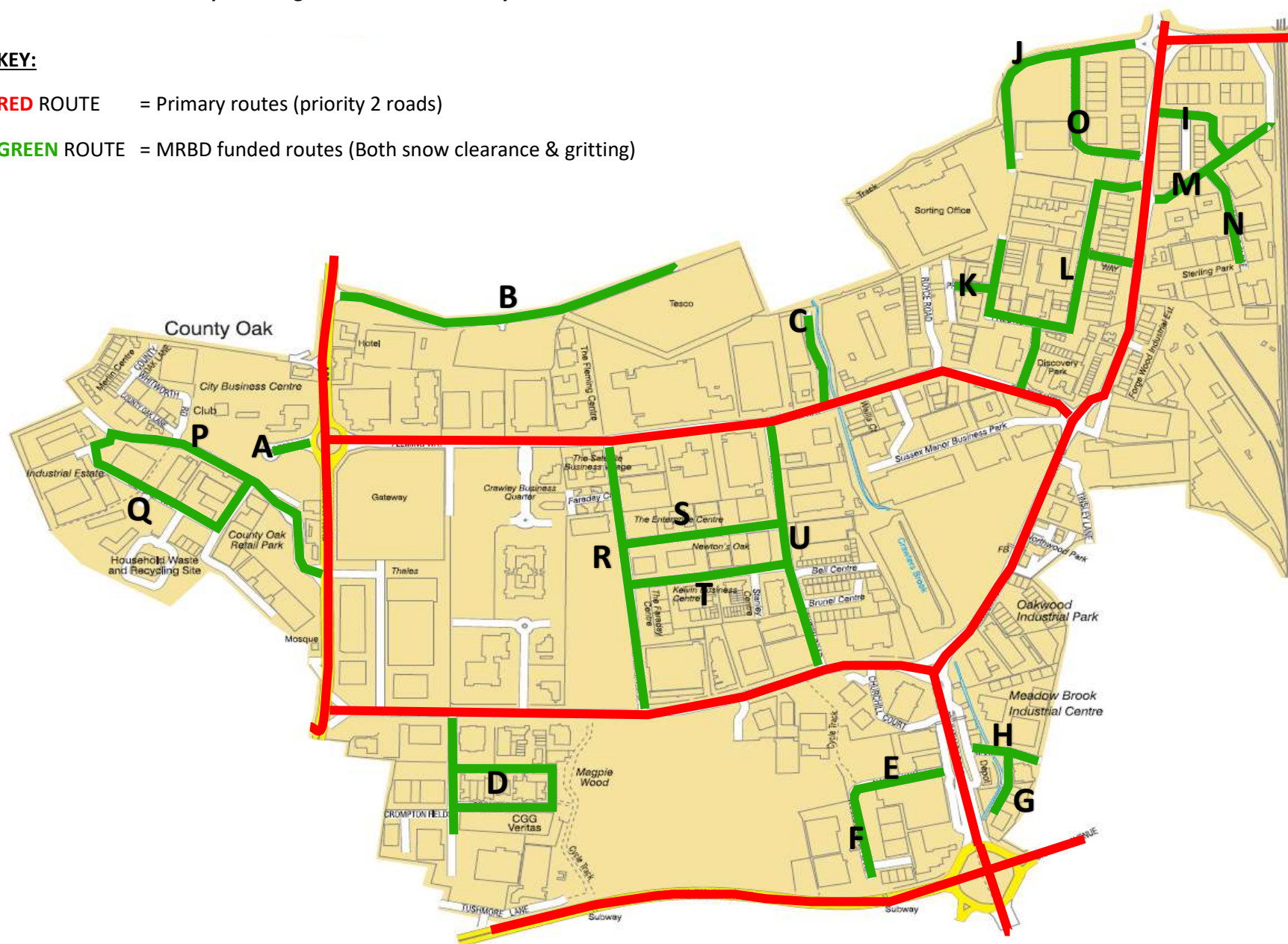
Red circles show where public highway meet private roads in these areas. The pink shows public highway. The white shows private roads.

Annex C: Annotated Map showing roads to be treated by MRBD Limited

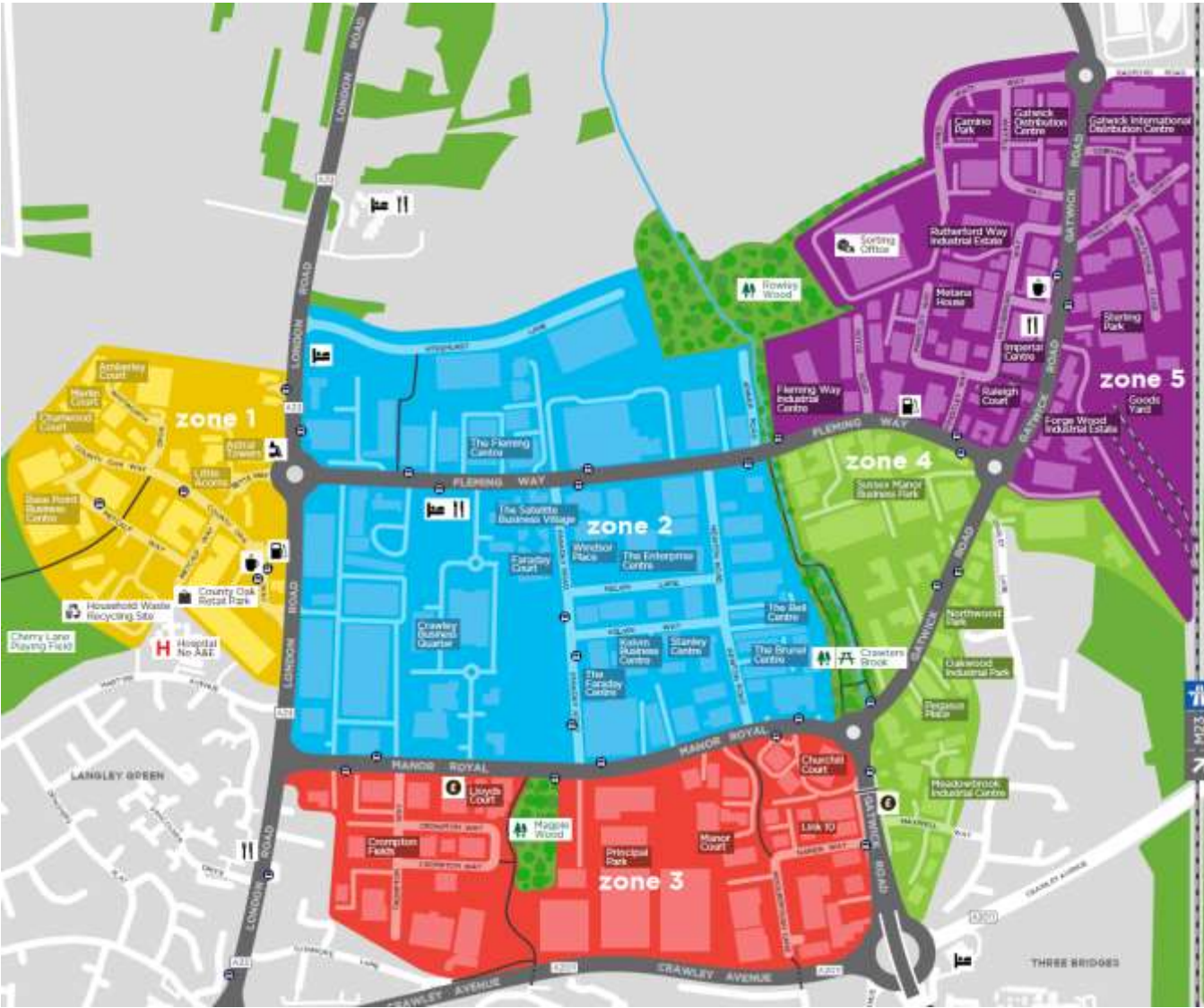
KEY:

RED ROUTE = Primary routes (priority 2 roads)

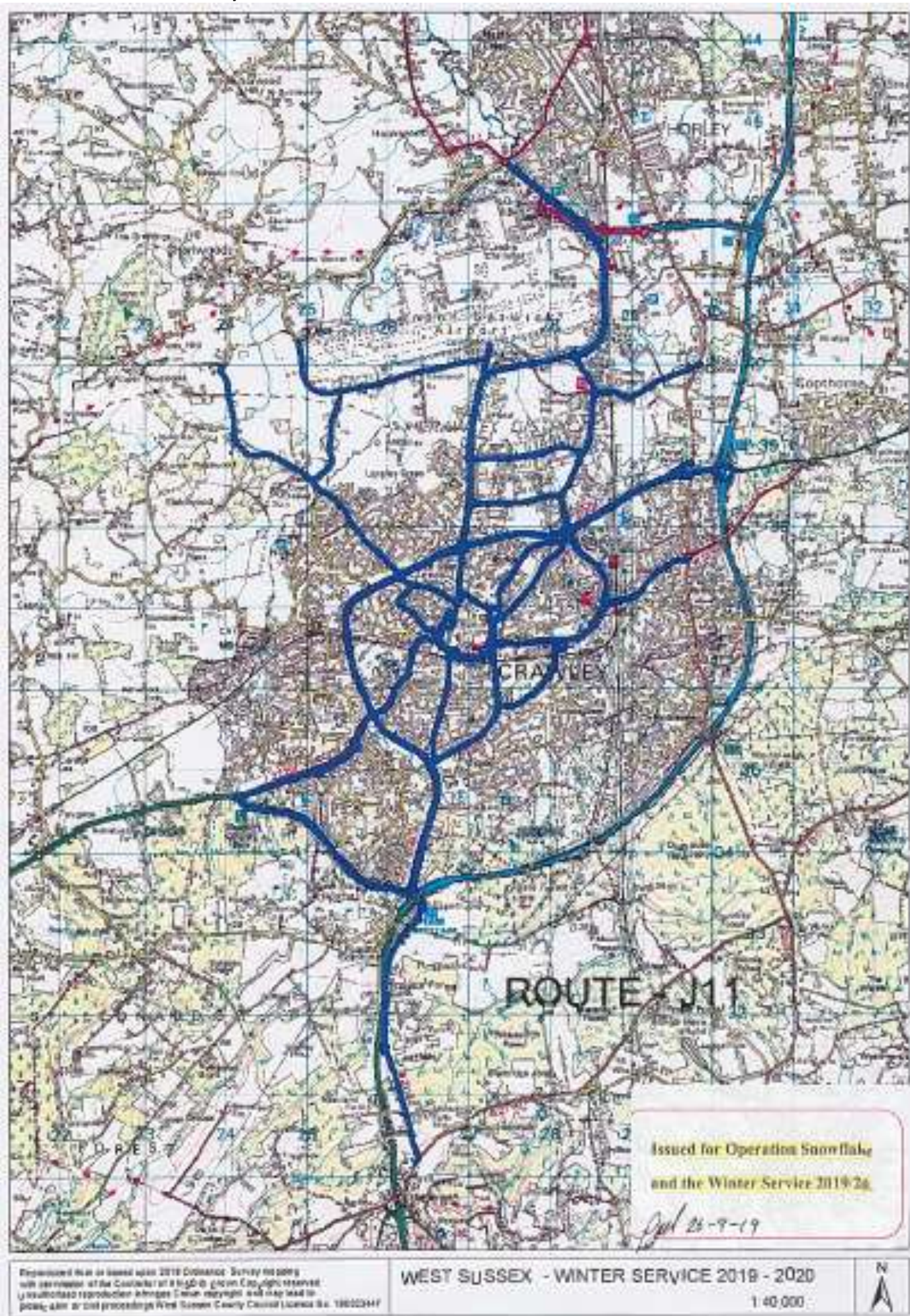
GREEN ROUTE = MRBD funded routes (Both snow clearance & gritting)



Annex D: Zonal Map of Manor Royal Business District



Annex E: West Sussex County Council Winter Service Plan



Annex F: Details of the MRBD Limited appointed contractor

The following Contactor has been appointed by MRBD Limited:

EFP Gritting Ltd.

Edmunds Farm
Mill Lane
Balcombe
Haywards Heath
West Sussex
RH17 6QU

info@efpgritting.co.uk

Tel: 08000 58 88 55

www.efpgritting.co.uk

Main contact: Steve Rusling