



**Solihull**  
METROPOLITAN  
BOROUGH COUNCIL

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# Highway Management

Traffic Management - Parking Services

## Winter Maintenance Policy 2024

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## Definitions

For the purpose of this policy document the following terms apply:

- ‘Salt’ means white de-icing salt
- ‘Grit’ means brown rock salt
- ‘Prolonged period’ means over 5 days
- ‘Significant snow fall’ means snow over 100mm deep

## Introduction

This policy outlines the winter maintenance policy for multi-story and surface car parks managed by Solihull MBC Parking Services and explains the different approaches adopted to manage the effects of winter weather.

Although there are times during winter when a true emergency occurs because of heavy or drifting snow, most winter maintenance operations can be systematically planned for in advance.

This policy will be published on the Council website and made available to the public on request.

## Winter Maintenance Period

The weather is monitored daily by the Highway Winter Maintenance team during the winter season who share forecasts and gritting decisions with Parking Services to support the management of the car parks.

The standard period for which the car park winter maintenance policy comes into effect is between mid-November and mid-March for 16 weeks.

Should the weather deteriorate significantly before mid-November or be prolonged later into the following spring, this policy may be initiated earlier or continue longer as deemed necessary by the Parking and Enforcement Manager.

## Car Park Winter Maintenance Process

Parking Services' approach following the onset of frost, ice and snow during adverse winter conditions differs depending on the type of car park and the volume of expected users.

### Multi-story Car Parks

All multi-story car parks in Solihull have a steel reinforced concrete element to their construction.

If it is apparent that sufficient frost or ice has accumulated and is likely to lead to vehicle skidding or presents an increased risk of trips and falls to pedestrians, the inspecting officer will immediately close the top deck and any exposed decks by preventing all vehicle and pedestrian access with suitable signs, cones and barriers placed at the base of any ramp leading to the exposed level. The inspecting officer will ensure that their line manager is immediately informed of any closure.

Any closed levels are inspected hourly thereafter to determine if they can be re-opened. However, levels will not be reopened without authorisation from the Parking and Enforcement Manager.

The use of salt based de-icing treatments is not recommended as the chemical reaction with steel reinforced concrete structures greatly increases the risk of corrosion and can cause significant damage making the structure unsafe.

While ice presents a risk to customers using a multi-storey car park, the use of salt has far greater significance to health and safety given its potential to damage structures.

Parking Services will only consider the use of salt based treatments in severe, prolonged, and extreme cold weather conditions and only when a structural engineer has been consulted and the Parking and Enforcement Manager has authorised its use.

Parking Services do not use Nitrogen based de-icing treatments as they are only effective around freezing point and can only be applied as a preventative measure.

The limited effectiveness of Nitrogen based de-icing treatments can lead to a false sense of security. Therefore, the Council do not use these products to treat ice in car parks.

During severe weather events the Parking and Enforcement Manager will direct officers on what action to take and how to respond. However, this does not preclude any of the above actions being taken.

The Council retains final say on whether to re-open or close a car park level or ramp.

### Monkspath Hall Road Car Park

The Council Winter Maintenance team include this car park on the highway gritting schedule and partially grit when the decision is taken to grit the public highway.

It should be noted only the vehicle route running through the car park will be gritted and excludes any of the other running aisles or pedestrian walk ways.

Only after prolonged cold weather or significant snowfall will the Parking and Enforcement Manager consider clearance of the accumulated snow or additional gritting within the car park.

## All Other Surface Car Parks

The car parks listed in the table below will not usually be considered for de-icing or other winter maintenance.

All customers are expected to pay due care and attention when using these car parks in winter and be especially careful during frosty or icy conditions as they are not treated.

Car Park	Location
Balsall Common Shoppers	Station Rd, Balsall Common
Crabtree Drive	Crabtree Drive, Fordbridge
Farm House Way	Monkspath Hall Rd Solihull
Knowle Shoppers x6	St Johns Close, Knowle
Lode Lane / Boulton Road	Lode Lane, Solihull
Lodge Road	Lodge Croft, Knowle
Olton Shoppers	Station Drive Solihull
Parkfield Drive	Parkfield Drive, Castle Bromwich
Shirley (rear of Iceland and Aldi)	Stratford Rd, Shirley
Shirley Library	Church Rd, Shirley
Tudor Grange Park	Monkspath Hall Road, Solihull

## Inspection Records and Reporting

Civil Enforcement Officers record all winter maintenance inspections on paper forms, which are uploaded to the Council's secure server by the back office team as soon as practicably possible.

Accidents are recorded and reported in a similar manner detailing the location and type of incident. The event is then reported to the Parking and Enforcement Manager and relevant authorities for further action if required.

These documents are retained for a period of 5 years from the date of the report as per the corporate records management retention policy.

Access to these records is available through a formal Freedom of Information request.

## Civil Enforcement

Civil parking enforcement operates in all weather conditions. Only when significant snow fall, or frost occurs which obscures road markings and the windows of vehicles parked, will enforcement be suspended on the grounds of poor weather.

The decision to suspend enforcement will be made by the Parking and Enforcement Manager.

Following the suspension of enforcement, officers will be made available to support the car park staff with performing any additional winter maintenance duties. If needed the enforcement officers may also assist other services within the Council with emergency winter maintenance.

## Version History

Revision date	Revision by	Summary of changes	Version
16/03/2022	Steve Halsey	Revision of existing winter gritting policy	0.1
24/03/2022	Paul Tovey	Amendments to multi-storey, management and other car parks	0.2
25/03/2022	Steve Halsey	Revision of multi-storey and reporting	0.3
31/03/2022	Paul Tovey	Sign off	1.0
5/12/2023	Kash Dhadwar	Amendments	1.1
04/01/2024	Paul Tovey	Sign off	2.0

