



**RENFREWSHIRE COUNCIL**

**WINTER MAINTENANCE PLAN 2018-19**





## INTRODUCTION

Environment & Infrastructure is responsible for maintaining the public road network in Renfrewshire, with the exception of the Motorways and Trunk Roads which are the responsibility of Transport Scotland. This includes:

- Establishing treatment priorities
- Establishing treatment routes
- Monitoring local weather activity
- Deciding when and how to treat routes
- Daily management and direction of operations
- Liaison with neighbouring Councils and Emergency Services

<b>CONTENTS</b>		<b>Page</b>
<b>1.</b>	<b>STATEMENT OF POLICY &amp; RESPONSIBILITIES</b>	<b>4</b>
<b>2.</b>	<b>ROUTE PLANNING &amp; TREATMENT</b>	<b>8</b>
<b>3.</b>	<b>WEATHER PREDICTION &amp; INFORMATION</b>	<b>10</b>
<b>4.</b>	<b>EMPLOYEE &amp; RESOURCES</b>	<b>11</b>
<b>5</b>	<b>COMMUNICATIONS</b>	<b>14</b>
	<b>APPENDIX A</b>	<b>15</b>
	Arrangements with Adjacent Local Authorities	
	<b>APPENDIX B</b>	<b>16</b>
	Priority Routes	
	<b>APPENDIX C</b>	<b>17</b>
	Grit Bin Locations and Assessment Criteria	
	<b>APPENDIX D</b>	<b>20</b>
	School Access Paths	



## **1. STATEMENT OF POLICY & RESPONSIBILITIES**

### **1.1 Statutory Obligations & Policy**

Renfrewshire Council has a statutory obligation under Section 34 of the Roads (Scotland) Act 1984 to take such steps as it considers reasonable, to prevent snow and ice endangering the safe passage of pedestrians and vehicles over public roads.

The winter period will be from the beginning of October to the end of April.

This applies to all adopted carriageways, footways, footpaths and pedestrian precincts for which the Council is responsible.

The aim of the winter maintenance plan is to set out how the winter maintenance service will be provided in Renfrewshire. The objective of the plan is to:

- Allow the safe passage of vehicles and pedestrians
- Minimise delays caused by winter weather
- Ensure that all road operations are carried out safely

### **1.2 Responsibilities**

The enablement and delivery of the Winter Maintenance Plan is the responsibility of the Environment & Infrastructure service, where Roads & StreetScene services deliver the activities during the winter months on the carriageways and footways. This includes:

#### **Supplies, Vehicles & Staff**

- Arranging for supplies of salt to be available at the start of the winter season
- Arranging for the specialist vehicles and equipment to be available throughout the winter period

- Maintaining a list of contractors and other Council Services with suitable plant for snow clearing purposes and hiring in such plant when necessary to do so
- Ensuring the Transport workshops are notified of any vehicle faults and that they are repaired without delay
- Arranging with the Transport workshops for appropriate staff to be available to deal with any serious mechanical breakdowns as required
- Checking and calibrating salt spreading equipment
- Ensuring all operatives receive adequate and appropriate training in Winter Service activities and drivers are issued with 'route cards'

### **Communications & Publicity**

- Providing a list of roads designated for salting treatment
- Providing a list of footways and pedestrian areas for salting/gritting treatment
- Providing a list of roads that make up the strategic routes for snow clearing
- Passing of factual information on road conditions to elected members, the council's communications team or general public as and when required
- Monitoring all aspects of the Winter Service and providing information on performance indicators for the service
- In the event of deteriorating conditions, notably major blockages to the primary route network and / or severe drifting snow to contact:
  - The CCTV Control Room within the Community Safety Hub
  - The Council's Civil Contingencies Service
  - The Emergency Services Control Rooms
  - The Council's Communications Team
  - The appropriate Elected Members
- Liaising on operational matters when appropriate with the adjacent Local Authorities and Transport Scotland and their agents (who have responsibility for the Motorway and Trunk Road network) to ensure continuity of treatment across authority boundaries
- Liaising when appropriate with the Emergency Services and Public Transport Operators
- Providing accurate and timely information to the Council's Customer Contact Centre

### **Operational Activities**

- Liaising with Winter Duty Managers and Winter Supervisors to provide help and advice to ensure the service is delivered in the most effective, efficient and economical way, including establishing operational priorities during extreme or prolonged severe weather conditions
- Monitoring the salt usage and ensuring supplies are replenished to maintain an appropriate level of salt in the stockpile
- Maintaining full and comprehensive records of all winter service activities



- Directing all salting and snow clearing resources at their disposal
- Liaising when necessary with the Road Weather Forecaster
- Monitoring the 'ice prediction' forecasts and weather conditions
- Assessing the requirement to carry out precautionary or post salting treatment or snow clearance on the defined network, deciding appropriate start times and rates of spread and arranging for the work to be carried out, monitoring treatments and amending instructions, when necessary, due to a change of road or weather conditions
- Assessing the need to carry out post salting or snow clearance to footways and ensuring the works are carried out when necessary
- Assessing the need to carry out post salting or snow clearance of the remaining road network during prolonged spells of sub- zero temperatures, and ensuring the works are carried out when necessary

### **Administration**

- Carrying out an annual review of all aspects of the service and updating the Winter Maintenance Plan
- Liaising with adjacent roads authorities and Transport Scotland and their agents (who have responsibility for the Motorway and Trunk Road network) in the preparation of the Winter Service Plan to ensure continuity of service across boundaries
- Establishing contact numbers for access to emergency services control rooms, public transport operators, local media and the motoring organisations
- Arranging for weather forecasts, ice prediction reports and road and weather monitoring information to be available throughout the winter period

### **1.3 Decision Making**

The day to day decisions will be made by the Winter Service Duty Manager, who will use forecasts from the weather provider and the road and weather data from monitoring stations to support decision making.

On receipt of a weather forecast or update throughout the winter period the Winter Service Duty Manager will reach a decision on action for the next 24 hours. If treatment is planned a decision record will be produced which will include the required salt spread rate, including post salting and / or snow clearance. This decision will be distributed to appropriate operations personnel and key partners.

The Council will endeavour to ensure that salt is spread, as necessary, prior to the formation of ice or the settling of snow on the priority network. When the road surface temperature falls below +1°C with forecast of freezing conditions and ice forming, precautionary treating shall take place unless:

- There is enough residual salt on the road to deal with the expected conditions, or
- The weather forecast information indicates that the road surface temperature will rise before the roads could be salted or there will be no period of frost that could cause icing
- Treatment of the priority network will be considered under the following circumstances:
- On roads where a forecast indicates that freezing conditions (including snow) may occur
- On roads where a hoar frost is predicted (this occurs when the road surface temperature is below zero)

### **1.4 Arrangements with Adjacent Authorities**

Reciprocal arrangements have been made with adjacent authorities to ensure the most efficient and consistent treatment of routes at boundaries and cooperation in providing the winter maintenance service.

Reciprocal arrangements are in place with Scotland TranServ who are responsible for the Motorway and Trunk Road network within Renfrewshire.



## 2. Route Planning & Treatment

### 2.1 General

The priority network is reviewed on an annual basis to take into account any alterations to the specified gritting criteria. All routes have been devised to ensure efficient coverage within reasonable timescales. Routes are updated as necessary on an annual basis to accommodate changes to the network

#### Carriageway Treatment

Pre-treatment is the best method of dealing with both snow and ice. Vehicles are to be set to salt the appropriate width of carriageway, which may be both lanes of single carriageways or both lanes of one side of a dual carriageway or 4 lane road. Vehicles will generally travel in the left-hand lane and the spreading pattern will be set to cover both lanes unless multiple passes are required.

Sustained low temperatures occur only rarely. In this event however, account will be taken of the need to increase the rate of spread of salt. Below  $-9^{\circ}\text{C}$  the action of salt is largely ineffective.

### 2.2 Carriageway Priorities

The following carriageway priorities will be treated if it is forecast that ice or snow is likely to be present on road surfaces:

- (i) Priority 1 routes: These are the strategic road network routes that is given priority for treatment. There are 6 priority 1 routes, totalling more than 54% of



Renfrewshire's road network. These roads include Renfrewshire's key arterial roads.

- (ii) Priority 2 routes: 'B' class roads and main distributor and main bus routes including, where appropriate, access routes to hospitals, ambulance depots, main police stations, fire stations and schools.
- (iii) Priority 3 routes: Local distributor roads including those serving industrial estates, isolated communities or dependent establishments.
- (iv) Priority 4 routes: Local access roads within communities and local rural roads.

The Duty Manager has the authority to amend agreed treatments should updated forecasts or conditions make this necessary.

### **2.3 Footway Priorities**

The priority footway/footpath network is as follows:

- Paisley, Johnstone & Renfrew Town Centre Pedestrian areas.
- Other designated areas of high pedestrian usage including shopping areas, precincts, routes serving schools, health centres, hospitals and community centres.

The treatment of footways will generally only be considered after freezing conditions for several days without any thaw, however, where there is a significant snow event forecast precautionary treatment will be carried out in advance.

During any freezing or snow event focus will be solely on the treatment of priority networks. Once these have been completed assistance will be provided in other areas as required during normal working hours.

### **2.4 Grit Bins**

There are over 540 grit bins sited locally throughout Renfrewshire for Communities and members of the public to access. The locations of all grit bins are shown on the Council's website and any restocking requests should be made to the Council's Customer Contact Centre on 0300 3000 300.

In addition to the 540 grit bins, there are 20 new community grit bins, located throughout Renfrewshire. These grit bins are larger in size. At times of severe weather these will be the 20 locations that are prioritised.



## **2.5 Team Up to Clean Up – Winter Maintenance**

During severe weather the Renfrewshire Community Safety Partnership are available and can assist members of the community, wherever possible, by:

- Visiting/contacting vulnerable members of the community;
- Obtaining supplies in emergency situations;
- Assisting other services to clear critical pathways in communities;
- Carrying out high-visibility patrols in severe weather, wherever possible, to provide reassurance;
- Providing support to school crossing patrollers;
- Providing transportation assistance in emergency situations.

The Council also welcome interest from community groups or individual members of the public, particularly in snow conditions, where in certain circumstances additional salt can be provided to enable clearance of footways. Any groups interested should contact Renfrewshire Community Safety Wardens on 0300 300 0300.

## **3. WEATHER PREDICTION & INFORMATION**

### **3.1 Supporting Information**

The supporting information for use in the decision-making process will usually be a combination of:

- weather forecast
- road and weather monitoring data
- actual condition of the network

Renfrewshire Council is included within the group of West of Scotland Local Authority partnership that has contracted with the weather provider to supply detailed weather forecasts each day for the period from 1<sup>st</sup> October to 15<sup>th</sup> May each year. All road weather forecasts are provided by the weather provider via their online weather management system. Contact is made directly with the Duty Manager out of hours to ensure that all decisions are based on the most up to date information.

There are 4 local weather monitoring stations, which are also used to provide supporting information for decision making, these are at:

- A737 at Howwood
- B786 Stepends Road
- B775 Gleniffer Road
- East Fulwood at Georgetown Road

The data that is made available to support decision making includes:

- Road surface temperature
- Air temperature
- Dew point (indicating moisture on the road)
- Precipitation levels and timings
- Surface state (including level of salt present)
- Wind Speed and humidity

### **3.2 Timing and Circulation of Information**

The Winter Service Duty Manager will receive the main weather forecast each day at around 12:00 hours and will assess and consult on the forecast and any other relevant data and decide what action to take. An instruction will then be circulated to the relevant staff detailing the proposed action.

Updated forecasts are received at 19:00 hours each night and 07:00 hours each morning by the Winter Service Duty Manager who will then, if necessary, circulate revised instructions.

## **4. Employees and Resources**

### **4.1 Responsibilities**

The Duty Manager is responsible for monitoring the road and weather conditions, for reaching an appropriate decision on treatment of the network and passing on the information to the Winter Supervisors who are responsible for organising and overseeing the work.

The role of the Winter Supervisor is to utilise and manage effectively all resources under his or her control i.e. labour, plant and materials to effect swift treatment of the road network. This will also include completion of all records during and immediately



after each shift. It is the role of the Winter Maintenance Operatives to carry out gritting duties in a safe and efficient manner.

All personnel involved in the Winter Maintenance Service will be familiar with the gritting routes, equipment and transport to conduct their duties, responsibilities and working procedures necessary for them to carry out their tasks in an effective and efficient manner. Driver and operative refresher training is provided every year as required.

#### **4.2 Additional Resources**

During severe weather conditions Environment & Infrastructure may augment resources from other Council Services or use private contractors. The list of contingency resources is updated annually.

#### **4.3 Training**

Duty Managers and Winter Supervisors receive refresher training from the weather provider annually. Winter Supervisors and Winter Maintenance Operatives receive training on all aspects of their duties, with refresher training completed annually.

Drivers will be familiarised with routes prior to the start of the winter season and route cards will be carried in all gritting vehicles. All drivers will be trained in the operation of gritting vehicles and associated equipment prior to the start of winter season.

#### **4.4 Health & Safety**

The Head of Operations & Infrastructure is responsible for the health and safety operating procedures. During winter service operations drivers/operatives must adhere to:

- Renfrewshire Council's Health and Safety Policy
- Risk assessments and safe working practices

#### **4.5 Plant, Vehicles, Equipment & Salt**

Vehicle tracking using GPS is installed in all gritting vehicles to ensure accurate tracking and monitoring of vehicle routes. This system also provides data showing salt spreading times and salt spreading rates. Satellite navigation devices are provided for all gritting vehicles throughout the winter period, which contain the gritting routes.

Additional plant for treating footways in the form of mowers fitted with gritting units and hand spreaders are also available. These are operated by StreetScene operatives and it is the Winter Service Duty Manager's decision when to request their use.

The quantity of salt held in stock at the start of the winter season will be 4,000 tonnes. A weighbridge system is in place at the depot for stock control and salt usage purposes.

Salt for use on roads during winter should be fine rock salt to the requirements of BS 3247:2011 for salt for spreading on highways for winter maintenance. Rock salt is procured via Scotland Excel. Delivery of salt will take place before the start of winter period, and also include further deliveries of salt as required throughout the year. During periods of extreme weather and potential restrictions on the supply chain, the Council will implement nationally agreed salt conservation measures. The Council will also liaise with neighbouring local authorities via Strathclyde Emergencies Co-ordination Group concerning mutual aid and other assistance as required.



## **5. COMMUNICATIONS**

### **5.1 Technical Systems**

Effective communication is essential to ensure a speedy and effective response to winter conditions. The CCTV Control Room within the Community Safety Hub is considered the centre of the communications operation with relevant contact being made thereafter.

### **5.2 Local Press and Social Media**

It is important that the general public is aware of and understands the Council's approach to the Winter Maintenance Service. Publicity takes place before the beginning of the winter period describing the level of service provision and operational contact points.

During the winter period and particularly during prolonged spells of snow and ice, information will be made available to the public via press releases, the Council's website, social media and local radio stations as appropriate.

- 5.3 The gritter's location will be able to be seen this winter through the Council's website, where a link will show the community the vehicle is working in.

## Arrangements with adjacent Local Authorities

### **At Boundary with Glasgow City Council, Renfrewshire Council treats:**

- Hurlet Rd (A726) from the boundary to Glasgow Rd (Hurlet Junction).
- Paisley Road West (A761) from the boundary to Glasgow Road
- Hillington Road (A736) at Queen Elizabeth Roundabout
- Penilee Road at the junction of Corse Road
- Glasgow Road (A8) and Kingsinch Road at Hillington Rd / Govan Rd Roundabout

### **At Boundary with East Renfrewshire Council, Renfrewshire Council treats:**

- Gleniffer Rd to Caplaw Rd (joint responsibility);
- Caplaw Rd from Seargentlaw Rd to Gleniffer Rd (joint responsibility);
- Grahamston Rd to Barrhead Rd, Paisley;
- Caplethill Rd to Grahamston Road, Barrhead (Cross Stobs); Roebank Rd (B776) to Hall of Caldwell (B775).

### **At Boundary with North Ayrshire Council, Renfrewshire Council treats:**

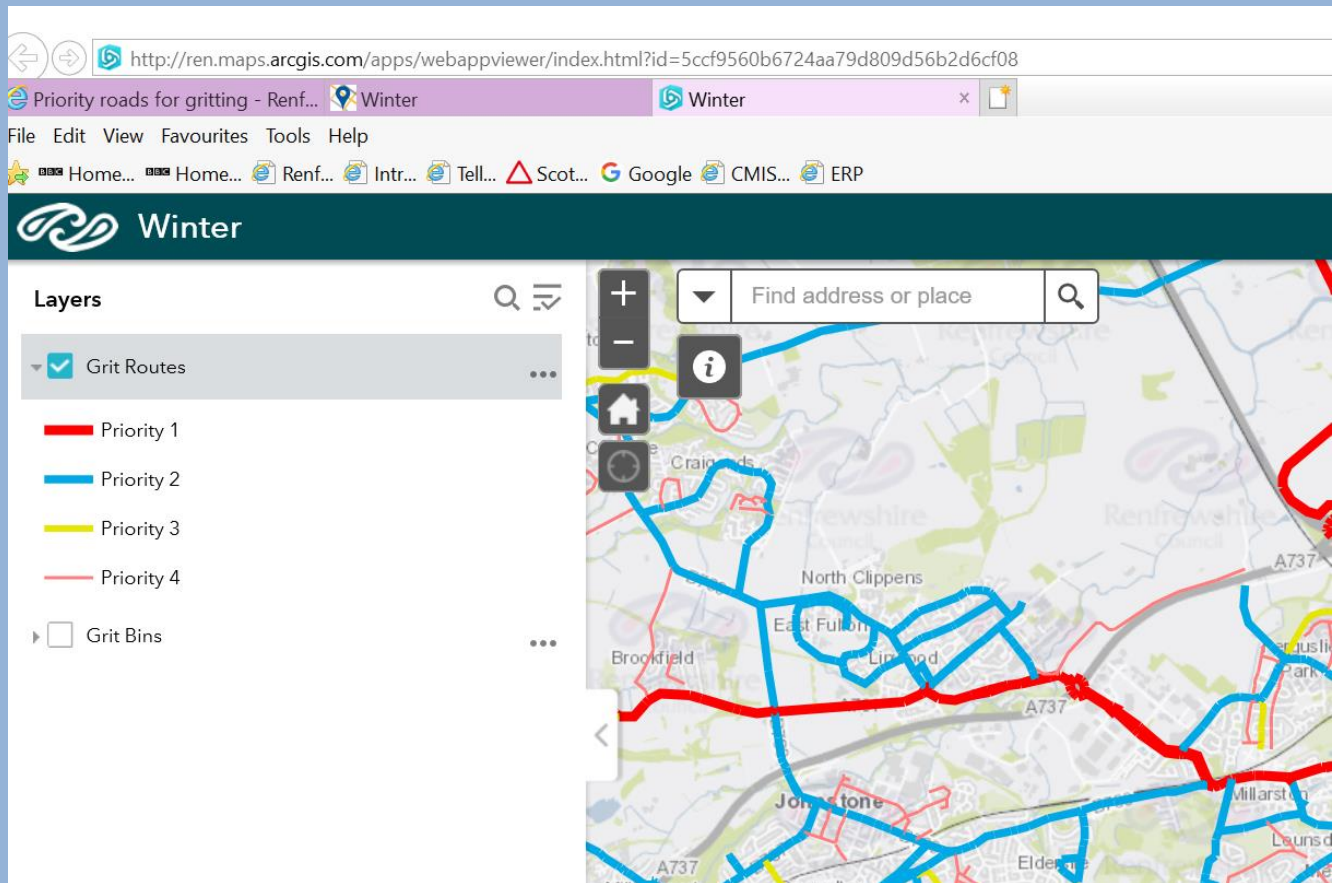
Kilbirnie Rd (A760) to Kerse Rd.

### **At Boundary with Inverclyde Council, Renfrewshire Council treats:**

- Kilmacolm Rd (A761) to Craigends Road and Stepends Road (B786) to Torr Rd.  
**Inverclyde Council treats:** Old Greenock Rd., Finlaystone Rd to the Burnside Smithy.

Priority Routes for Gritting can be viewed at:

<http://www.renfrewshire.gov.uk/article/2236/Priority-roads-for-gritting>





## Grit Bin Locations

### GRIT BIN POLICY AND PROCEDURE

1. Renfrewshire Council provides grit bins for residents and communities to assist themselves and their communities.
2. There are 540 grit bins located throughout Renfrewshire. These can be located through the attached link:  
<http://www.renfrewshire.gov.uk/article/2236/priority-roads-for-grtting> .

In addition to the standard 540 grit bins a number of larger Community Grit Bins will be located across Renfrewshire at central locations for the community to access and help them to self-serve during periods of adverse weather. These locations are detailed in the table below:

Bishopton	Community Centre Car Park.
Bridge of Weir	Livery Walk Car Park
Brookfield	Albert Drive
Crosslee	Car park at Crosslee shops.
Elderslie	Car Park at Village Hall
Erskine	1. Household Waste Recycling Centre, Barrhill Road, Erskine 2. Car Park to the rear of the Library.
Houston	Carrick Centre Car Park
Howwood	Village Hall Car Park
Inchinnan	Playing Fields Car Park opposite the Primary School
Johnstone	1. Household Waste Recycling Centre, Miller Street, Johnstone 2. Car Park of Floor Street Industrial Estate
Kilbarchan	Adjacent to clock tower at Steeple Hall on Steeple Street
Langbank	Footpath adjacent to tennis courts
Linwood	Household Waste Recycling Centre, Middleton Road, Linwood.
Lochwinnoch	McKillop Centre Car Park
Paisley	1. Household Waste Recycling Centre, Underwood Road, Paisley 2. Glenburn Community Centre Car Park
Renfrew	1. Household Waste Recycling Centre, Haining Road, Renfrew 2. Car Park of Kirklandneuk Community Centre

3. Requests for grit bins will be received through the Customer Service Centre and will be considered if they meet the criteria set out below:

(i)	Description of gradients	Steep Moderate Slight / level
(ii)	Description of bends	Sharp / many Moderate / few Slight / straight
(iii)	Traffic type	Domestic / housing estate Industrial Rural
(iv)	Traffic flow	Heavy Light
(v)	Pedestrian activity	Elderly / less mobile Heavy (town / large village) Light (small village)
(vi)	On a treated route	Yes – Priority 1 Yes – Priority 2 No
(vii)	Salt bin nearby	Yes No
(viii)	Proximity of health centre / surgery	Near / distant
(ix)	Other important local services – pharmacy, schools, community centre, shops etc	Near Distant
(x)	Bus route	Untreated Treated
(xi)	Accident history	Yes No

## Priority School Routes

### Gritting of school routes risk assessment and priority scoring

Facility Management staff will grit and clear snow from the entrance door of the school to the gate at the entrance in the school grounds.

In severe weather it will not be possible to keep all entrance paths into schools clear.

Details of priority paths and access to each school during winter weather are currently being developed on the Council's GIS system and will be available by December 2018 to view online (This appendix shall be updated to reflect that).

There are a number of schools that, due to their geography, will require support from the Roads and StreetScene service. Since last winter every school has been assessed to prioritise those schools that require the greatest assistance.

During snow and ice approximately 100 metres of footpaths either side of the main entrance gate to the school during severe weather will be treated.