

**ENVIRONMENT DEPARTMENT**  
**ROADS AND TRANSPORTATION SERVICES**

**WINTER MAINTENANCE HANDBOOK**

**WINTER 2017 / 18**



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## 1. STATUTORY RESPONSIBILITY

East 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, which by definition, includes carriageways, footways, footpaths, pedestrian precincts, etc. managed and maintained by the Council.

The Council has no winter maintenance duty in respect of the M77 trunk road and the A726 Glasgow Southern Orbital route within the Council’s area. All road maintenance for these routes is undertaken by Scotland TranServ and / or Connect for the M77 and A726 GSO.

The Council aims to provide a winter maintenance service that:

- 1) provides a standard of service on public roads, which it considers reasonable to permit the safe movement of vehicular and pedestrian traffic appropriate to the prevailing weather conditions;
- 2) establishes a pattern of working, which will keep traffic delays, diversions or road closures to a minimum during adverse weather conditions;
- 3) conducts operations having regard to the requirements of the Health & Safety at Work Act 1974, the Working Time Regulations 1998 and the Drivers Hours Regulations.

## 2 POLICY ON TREATMENT PRIORITIES

The Council has defined the priorities for carriageway and footway/footpath treatment as follows:-

### 2.1 Carriageway Priorities:-

<b>Priority 1</b>	
Strategic & Main Traffic Routes	
	A77 Fenwick Road
	A77 Ayr Road
	A727, Busby to Spiersbridge
	A736 Glasgow Rd /Lochlibo Rd
	B769 Stewarton Road
	B767 Busby to Eaglesham
<b>Priority 2</b>	
	One access route to Fire Stations.
	Bus access routes <u>where considered appropriate</u> , including one access route to each school served by a dedicated bus service, as notified by the SPT.
	Bus routes treated under Priority 2, would normally include major bus routes. The diversity of bus routes since deregulation and the frequent alterations, deletions and additions precludes the inclusion of all bus routes in Priority 2.
	The full length of school bus routes may not be treated.
<b>Priority 3</b>	
	Other "B" class roads not included above.
<b>Priority 4</b>	
	Local concentrations of employment i.e. industrial estates
<b>Priority 5</b>	
	Other "C" class and Unclassified public roads
<b>Priority 6</b>	
	Access to isolated settlements not covered above
<b>Priority 7</b>	
	Prospective public roads
<b>Priority 8</b>	
	Private roads

Fixed gritting routes are pre-planned by the Council to ensure that, during normal winter conditions, priorities 1 to 3 plus some of priorities 4 & 5 would be treated in the first or second runs. However, under some conditions, e.g. heavy snowfalls or freeze/rain/freeze scenario, gritters may have to concentrate on higher category routes 1 and 2.

In marginal conditions, only high routes might be gritted or, alternatively, patrols may be operated to effect treatment of wet spots.

Priority 6 and lower routes would only be tackled if adverse conditions persist, and other higher priority routes are clear.

## **2.2 Footway / Footpath Priorities:-**

Gritting of footways is subject to the availability of resources and it **cannot be assumed** that all or any footways will be treated whatever the weather conditions.

1) Urban shopping areas and precincts.

2) Other areas of high pedestrian concentration e.g. station approaches.

3) Steep hills in housing areas and in the vicinity of Old People's Homes & / or Sheltered Housing,

(Note for ERC operated complexes:

- Grit Bins are kept on site at each complex;
- Each complex has a small grit spreader – which can be used by staff on site for entrances only;
- Housing Services attend and spread grit on the larger areas surrounding complexes;
- Fordyce Court is attended to by Parks (as it runs through the park area).

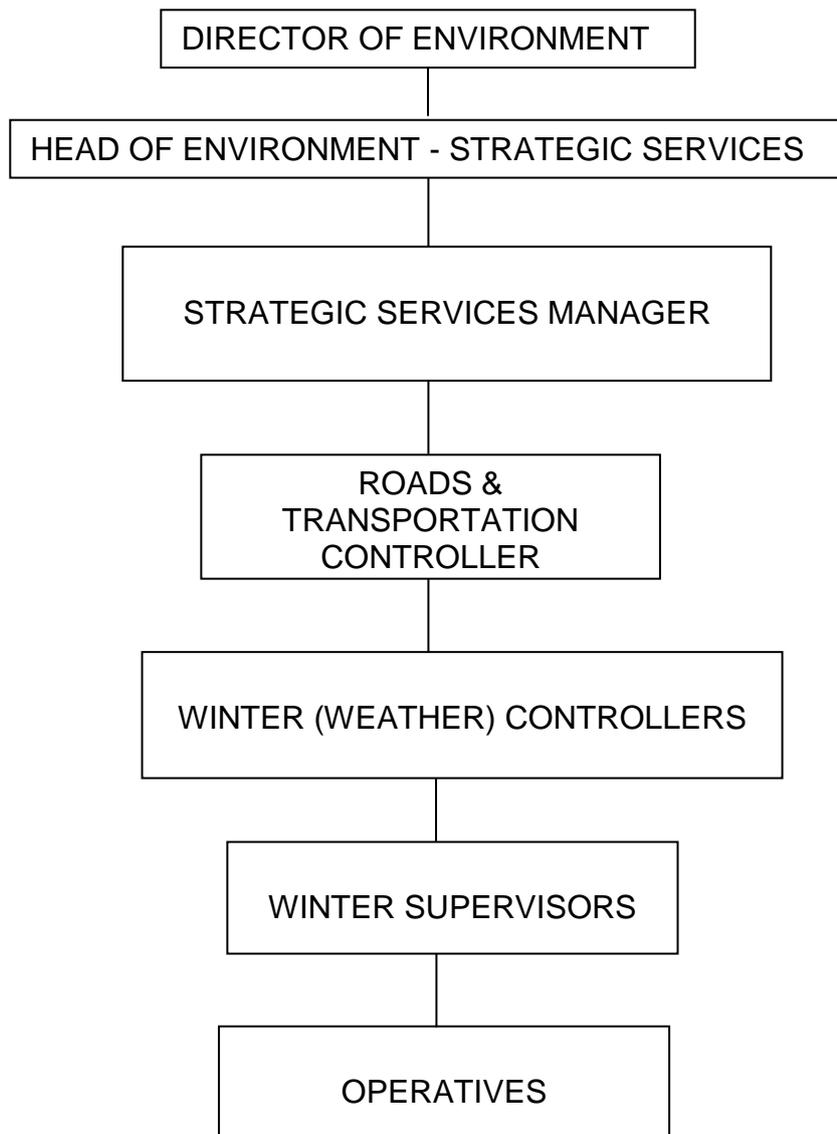
4) One footway along the frontage of each school.

Fixed gritting routes are pre-planned by the Council to ensure that, during normal winter conditions, those footways on the routes would be gritted, usually, but not exclusively, in the morning, when considered appropriate.

## **3. ORGANISATION**

The implementation of the Council's Winter Maintenance activities is the responsibility of the Director of Environment, supported by the Head of Environment - Strategic Services other senior managers and staff from Strategic Services, Roads & Transportation, Parks and Cleansing Services. Staff from each of these Services performs a range of functions such as Winter (Weather) Controllers, Winter Supervisors, drivers and support operatives.

On receipt of an instruction from the duty Winter Controller or a report of adverse conditions, it is the responsibility of the Winter Supervisors to utilise such resources as they consider necessary in the circumstances, including the calling out of stand-by squads to undertake salting / snow clearing, unless otherwise instructed by the Director of Environment or his nominated representative.



Where it is considered that additional resources are required, the Winter Controller will consult with the Director of Environment or his nominated representative.

Contact telephone numbers together with a list of useful web links for advice during winter and in snow conditions are contained in Appendix B.

#### **4. DEPARTMENTAL RESOURCES**

##### **4.1 General:-**

It is the responsibility of the Director of Environment to define the level of service to be provided, and of the Strategic Services Manager to issue appropriate works orders to the Roads and Transportation Controller instructing the provision of the necessary labour and plant for winter maintenance operations.

The Roads and Transportation Controller shall thereafter be responsible for advising the Strategic Services Manager of any matters which may affect the Council's ability to deal with adverse weather conditions, e.g. labour disputes, extensive plant breakdowns etc.

#### 4.2 Labour:-

The required labour resources for winter maintenance operations comes completely into effect from the start of the last full week of October, and continues until the end of the first full week in April, although the period may be extended beyond this date should conditions warrant such actions.

These arrangements include the home stand-by of gritter drivers, who are activated by Winter Supervisors when adverse conditions are anticipated, or as a result of hazardous road conditions being reported.

In determining the labour resources required for winter maintenance, cognisance is taken of the Council's objective to treat all main roads, where appropriate, before the commencement of the morning peak traffic movements.

The number of LGV drivers available for gritting/snow clearing operations will be supplemented by other Council employees and contractors under the Casual Hire of Small Plant contract.

During normal working hours the labour resource available for winter maintenance operations is:-

	Council R&T	Council Other Services	Casual Hire of Small Plant Contract
LGV Drivers	18	3	-
Manual Operatives	5	-	4

Outwith normal working hours, to meet the requirements of the Health & Safety at Work Act 1974, the Working Time Regulations 1998 and the Drivers Hours Regulations, the Roads Service operates a two 12 hour standby shift system – one week on and one week off for operatives involved in winter maintenance operations.

The labour resources available at any time outwith normal working hours are therefore:-

	Council R&T	Council Other Services	Casual Hire of Small Plant Contract
LGV Drivers	3	3	-
Manual Operatives	2	7	4

### **4.3 Vehicles Plant and Equipment:-**

The Depot Works Supervisor is responsible for ensuring that all equipment for the salting of roads and snow clearing, including ancillary items to be fitted to vehicles such as ploughs, is maintained.

A full readiness check on the equipment, including a "Dry Run" of the primary routes, is undertaken each year prior to the onset of the Winter.

A summary of vehicles, plant and equipment available for winter maintenance work is detailed in Appendix C.

### **4.4 Salt:-**

The purchase of salt has been arranged for immediate and future delivery as stocks reduce. During the gritting season, stock checks on the amount of salt used will be carried out and additional pre ordered stock will be delivered as necessary.

The Council can store up to 4500 tonnes of salt under cover in the Salt Dome sited in the Council's depot at 190 Carnwadic Road, Thornliebank.

Small quantities of salt are available for issue free of charge to the public, subject to their supplying a suitable container and shovel at the Council's depot at 190 Carnwadic Road, Thornliebank.

### **4.5 Salt Resilience Plan**

As a result of prolonged usage of salt in some prevailing weather conditions the supply of salt can be delayed due to limited capacity from the salt suppliers. In these circumstances when our salt stock level are depleted the salt resilience plan (Appendix D) will be implemented to conserve salt use.

## **5. OTHER RESOURCES**

The Council's Winter Team is a joint operation with staff deployed from Roads & Transportation, Parks and Cleansing Services. In addition there are private contractors employed under the small plant hire contract to supplement the resources. However, during more extreme weather conditions, the Roads Service may, if they consider it necessary, augment the normal resources deployed on winter maintenance, by the use of "additional" Council departments' resources, plant hirers and contractors.

## **6. METEOROLOGICAL REPORTS**

Arrangements are made for daily weather forecasts to be received through designated staff called Winter Controller on a rota basis, at 1200hrs and at 1800 hrs, (and any updates), from the specialist weather forecasters throughout the working week, at weekends and on public holidays from October to the end of April. The duty Winter Controller is responsible for deciding on the appropriate action to be taken.

At any time, staff can contact the specialist weather forecasters for advice or clarification of forecasts.

The Strategic Services Manager issues out-of-hours Winter Controller rotas (including updates) to the specialist weather forecasters.

## **7. REPORTING**

Subsequent to receipt of the weather forecast around 1200 hours, the duty Winter Controller will notify the Strategic Services Manager of any intended action.

Winter Controllers in consultation with the Winter Supervisors will pass reports on action taken over the previous 24 hours to the Strategic Services Manager by 09.45 hours, during the working week, including a road condition report during periods of adverse weather.

These reports would be updated as necessary as circumstances change.

## **8. STATEMENTS TO THE MEDIA**

The Council's Communications Team in consultation with the Director of Environment will respond to all press, radio and television enquiries regarding road conditions.

## **9. ROAD CLOSURES**

Where a road is closed by adverse conditions, the Winter Controller is responsible for ensuring that Police, Ambulance and Fire Services are advised, and that appropriate measures have been taken to re-direct traffic, and that the necessary signs are put in place. The Strategic Services Manager will be advised of these actions as soon as practicable.

When the road affected is a through route, the Winter Controller will also inform the adjoining Councils and other road operators (Connect & Scotland TranServ).

Prior to the signing of diversionary routes, the capacity of the roads, the headroom and weight restrictions of any structure on the diversionary route should be checked with the Strategic Services Manager, to ensure that they are adequate.

## **10. LIAISON WITH THE POLICE**

In recognition of the role of Police Scotland during difficult weather conditions, the Winter Controller should take steps to advise them of any forecasts relating to medium or heavy snowfall.

Where practicable, Police Scotland should also be informed in advance, of the proposed operations.

The Winter Controller should request appropriate assistance from Police Scotland when moving equipment, arranging road closures or dealing with abandoned vehicles.

Reports from the Police regarding dangerous road conditions should be acted upon by the Winter Supervisors as soon as practicable, having regard to the priorities in this document, and to the conditions pertaining throughout the Council's area.

## **11. ARRANGEMENTS WITH ADJACENT ROADS AUTHORITIES**

On roads near the Council's boundary, reciprocal arrangements have been agreed with adjoining Councils in respect of designated lengths of roads. (see Appendix E)

## **12. VEHICLE ROUTES**

From local knowledge, and the resources available, routes are drawn up by the Director of Environment, on the basis of the priorities listed in para 2.1 above. However, in order to minimize unproductive mileage, some roads in a lower category may be treated out of sequence.

These routes are intended for use during normal winter conditions when precautionary salting is required, and will not necessarily be adhered to when more extreme conditions occur, when marginal conditions occur, or when conditions vary across the Council's area (see also para 2.1 above or para 13 below).

A complete set of route cards is kept in the Council's office at 1<sup>st</sup> Floor, 2 Spiersbridge Way, Spiersbridge Business Park, Thornliebank, G46 8NG. Routes can be viewed on the Council's website at [www.eastrenfrewshire.gov.uk/winter-maintenance](http://www.eastrenfrewshire.gov.uk/winter-maintenance) and by following the links to Maps of Gritted Roads and Grit Bin Locations.

There is no scope to add additional streets on to the current routes as resources are fully utilised at existing levels of service and further expansion is not achievable.

## **13. PRECAUTIONARY SALTING**

On receipt of a forecast from the specialist weather forecasters warning of frost, freezing or snow conditions, the duty Winter Controller shall give consideration to precautionary salting of such routes, or sections thereof, as they consider warranted.

The Winter Supervisors have delegated authority to activate call out procedures as indicated in para 3 above.

## 14. SNOW CLEARANCE

On receipt of a weather warning predicting medium (25 – 100mm deep) or heavy (over 100mm deep) snowfalls, the Winter Supervisors shall give consideration to recalling to the depot, such vehicles capable of being equipped with snowploughs, as they consider appropriate.

## 15. GRIT BINS

Where appropriate, grit bins are provided in urban areas. Where grit bins are not subject to vandalism, they will be left in position outwith the winter period.

A review of the grit bin locations to ensure a fair spread throughout the area was approved by the Council on 15 September 2011.

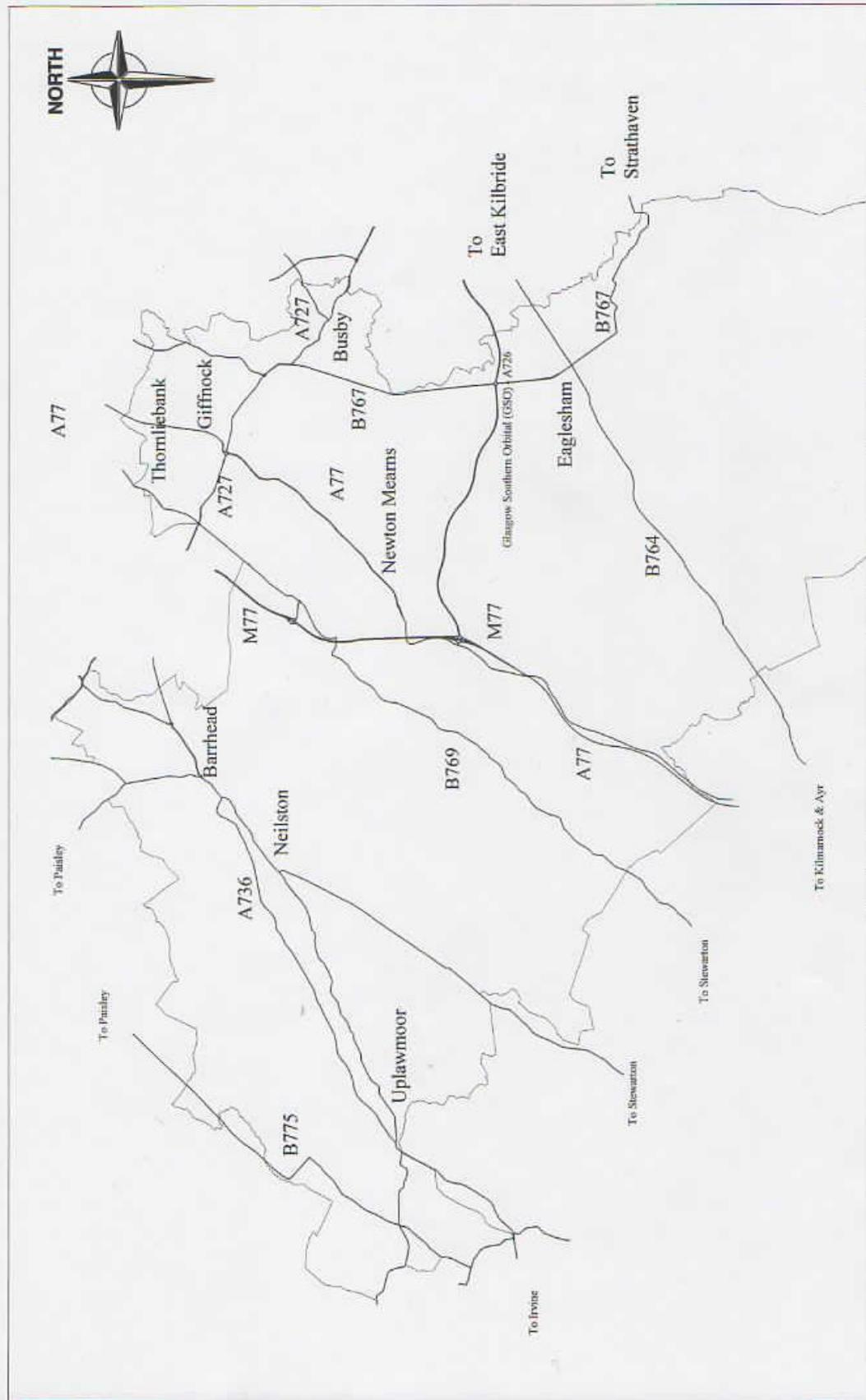
As a result of this review 319 standard grit bin and 17 community grit bin locations have been made available across the council area. All locations can be viewed on the Council's web site. This is the maximum number considered manageable with the current level of resources and no further requests can be considered at this time.

Community grit bins have been located in the following locations.

NO.	STREET	LOCATION
1.	Thorntree Hall Car Park, Thornliebank	On South East footway in Car Park next to recycling bin.
2.	Station Road Car Park, Giffnock	At North East side of Car Park next to recycling area.
3.		NO LONGER AVAILABLE
4.	Clarkston Toll Car Park	At end of recycling point at bottom of stairs up to Library Car Park.
5.	Linn Park Avenue, Community Hall Car Park	In parking bay at North West corner of Car Park.
6.	Mary Young Place, Busby, Car Park	At North side of Car Park in triangular parking space at side of path leading to Main Street.
7.	Broomburn Drive off Mearns Road, Car Park.	At North East corner of Car Park next to recycling bins.
8.	Harvie Avenue Shops Car Park, Newton Mearns.	In 1 <sup>st</sup> parking bay on right at entrance to Car Park.
9.	Gilmour Street Library Car Park, Eaglesham	At rear wall of car park next to recycling bins.
10.	Ralston Road/Stormyland Way Car Park, Barrhead	At North boundary wall next to recycling bins.
11.	Neilston Road Leisure Centre Car Park.	Adjacent to refuse bin at flower/border bed in centre of car park.

12.	Tannoch Road, Uplawmoor	On footway next to 1 <sup>st</sup> flower/border bed outside Community Hall.
13.	Carlibar Civic Amenity Site, Barrhead.	Exact location to be confirmed by operatives on site.
14.	Stewarton Road Patterton Park & Ride facility.	South East corner of Car Park.
15.	Westacres Road Albertslund Hall Car Park.	South side of Car Park next to recycling bins.
16.	Fairweather Hall Car Park, Barrhead Road	Next to recycling bins.
17.	Moray Drive Car Park.	In first parking bay at entrance.
18.	Merryvale Place Car Park.	On raised area at right of the entrance.

# **APPENDICES**



	NOTES  	REFID 	DATE 	REVISION 	DEL. 	SCALE N.T.S 	DRAWN BY 	GC 	PRG No. 
		CHECKED BY 	DATE 	ISSUED 	FILE No. 	DATE ISSUED 15/12/2008 			

**LINKS TO ADVICE & CONTACTS**

**At All Times for Advice on Winter**

East Renfrewshire Council

<http://www.eastrenfrewshire.gov.uk/winter-maintenance>

Also check the Council's Facebook (@eastrenfrewshirecouncil) and twitter (@EastRenCouncil) accounts

Ready Scotland

<http://www.readyscotland.org/>

Traffic Scotland

<https://trafficscotland.org/>

Police Scotland

<http://www.scotland.police.uk/whats-happening/travel-advice/winter-driving/>

**Contacts**

**During Normal Working Hours**

E-mail: [customerservices@eastrenfrewshire.gov.uk](mailto:customerservices@eastrenfrewshire.gov.uk)

Tel No. 0141 577 3001

Customer First, Council Headquarters, Eastwood Park, Giffnock, G46 6UG

Customer First, Council Buildings, 211 Main Street, Barrhead, G78 1SY

M77 Motorway & A726 Glasgow Southern Orbital - Scotland TranServe and Connect telephone 0800 028 1414

**Outwith Normal Working Hours**

RALF (Roads & Lighting Faults) Freephone 0800 37 36 35

**SUMMARY OF AVAILABLE PLANT**

	Council Roads	Council Other Services AVAILABLE AS REQUIRED	Contractors
<u>Gritting Units</u>			
Permanent	-	-	-
Demounts			
-17.5tgvw	9	-	-
- 7.5tgvw	4	-	-
Trailer – Road	-	-	2
Tractor- Footway	-	-	2
<u>Plough Units</u>			
Heavy Blades	9	-	4
Light Blades	3	-	-
Loader Shovels	1	-	-
JCBs large	-	-	2
small	2	-	-
<u>Gritter Vehicles</u>			
Lorries 17.5tgvw	9	-	
7.5tgvw	4	-	-
Tractors	0	-	7
<u>Miscellaneous</u>			
Pick Up/Vans	1	-	-
4x4 Pick Up	2	-	-
Grit Bins	319	-	-
Community Grit Bins	17		

**SALT RESILIENCE PLAN**

**Level 1 (Green) Service – Stock Levels 4000 Tonnes and above**

- Service levels as detailed in ERC Winter Maintenance Plan.

Typical daily salt usage (snow conditions) 180T – resilience 22-45 days

**Level 2 (Amber 1) Service – Stock Levels 2500 Tonnes – 4000Tonnes**

- All priority carriageway and footway gritting routes treatment with salt.
- Treat secondary and rural carriageway routes with sand/grit.
- Grit bins replenished with sand/grit.

Typical daily salt usage (snow conditions) 90T – resilience 28-44 days.

**Level 3 (Amber 2) Service – Stock Levels 1500 Tonnes – 2500Tonnes**

- All priority carriageway and footway gritting routes treatment reduced to half the normal spread rate or salt mixed to 50/50 with sand/grit
- Treat secondary and rural carriageway routes with sand/grit.
- Grit bins replenished with sand/grit.

Typical daily salt usage (snow conditions) 35T – resilience 42-71 days.

**Level 4 (Red) Service – Stock Levels less than 1500Tonnes**

- Priority gritting routes treatment reduced to treat routes Eastwood 1 to 4 and Barrhead 1 and 2.
- Priority carriageway routes treatment reduced to half the normal spread rate or salt mixed to 50/50 with sand/grit.
- Treat priority routes 5 to 9, footways, secondary and rural carriageway routes with sand/grit.
- Grit bins replenished with sand/grit.

Typical daily salt usage (snow conditions) 20T – resilience 75 days maximum.

**ARRANGEMENTS WITH OTHER ROAD AUTHORITIES**

**At Boundaries with Glasgow City Council**

- East Renfrewshire Council treats:-
- Langside Drive; from Muirend Rd to the Council Boundary at Braidholm Rd.

Both Authorities treat:-

- Muirend Rd; from Clarkston Rd to Hazelden Gardens. (joint responsibility)
- Carnwadric Rd; from the Council Boundary to Lochiel Rd (joint responsibility)

**At Boundaries with Renfrewshire Council**

East Renfrewshire Council treats:-

- B775 Glennifer Rd, (detached Renfrewshire section).

Renfrewshire Council treats:-

- Sergeantlaw Rd from Sergeantlaw Farm to Caplaw Rd, (joint responsibility)
- Caplaw Rd; from Sergeantlaw Rd to Glennifer Rd, (joint responsibility)
- Caplethill Rd from the Council Boundary to Brownside Ave (joint responsibility)

Both Authorities treat:-

- Grahamston Rd; from the Council Boundary to Blackbyres Rd, (joint responsibility)
- Paisley Rd/Caplethill Rd; Brownside Ave to Grahamston Rd, (joint responsibility)
- B776 (Howwood/Caldwell route); from Council Boundary to B775 at Hall of Caldwell,

**At Boundaries with East Ayrshire Council**

East Renfrewshire treats: -

- B769 Stewarton Rd; from the Council Boundary to Cairn Rd
- B764 Eaglesham Moor Road; from the Council Boundary to A77
- A77 from Council Boundary to B764 Eaglesham Moor Road

East Ayrshire treats:-

- A736 Lochlibo Rd short length from the Council Boundary to B776 (by North Ayrshire on behalf of East Ayrshire)
- A77 Cycle Lane from Council Boundary to its termination immediately North of the entrance into East Renfrewshire Golf Course.
- C7 from Boundary to Nether Carswell Access Road.

## **At Boundaries with South Lanarkshire Council**

East Renfrewshire Council treats:-

- A727 East Kilbride Rd; from the Council Boundary to Thorntonhall R/about (& return)

Both Authorities treat:-

- B764 East Kilbride Rd/Cheapside St from Council Boundary to Eaglesham Cross
- B759 Carmunnock Rd from Council Boundary at Kittoch Bridge to A727 East Kilbride Road.