



# WINTER SERVICE POLICY 2023-24

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### 3.0 MANAGEMENT ARRANGEMENTS

3.1 The Executive Director with responsibility for Roads and Infrastructure Services is Policy.

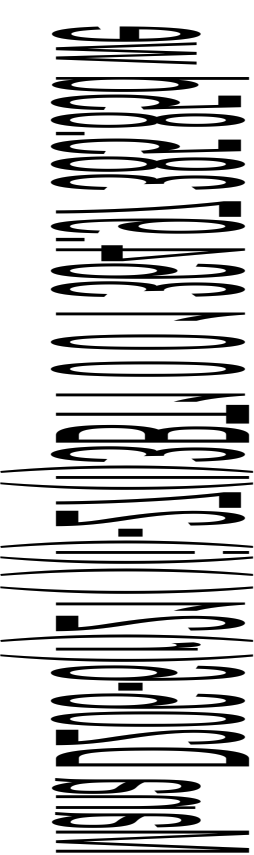
3.2 The Head of Road and Infrastructure Services has overall responsibility for Policy.

3.3 The Operations Manager is responsible for the day to day operation of the Infrastructure Services. They are responsible to the Head of Road and Infrastructure Services for the appointment of a Weather Service Provider (forecaster), collection of winter management and weather data, maintaining salt stocks, winter plant and communications, training of staff, preparation of rotas for on-call Managers, Area Supervisors and teams of Operatives.

3.4 The Operations Manager in consultation with the Network and Standards Manager shall appoint appropriate staff as Winter Managers. The Winter Manager on duty is responsible for consulting with the Duty Manager and approving the draft winter plan of action together with any subsequent updates to that plan produced by the on-call Duty Manager.

3.5 Duty Managers are responsible for analysing forecast data, liaising with the forecast provider and producing the daily winter maintenance action plan and gaining approval from the Winter Manager. They will ensure that the daily winter maintenance action plan is submitted to local areas for action by 15:00 hrs each day. They will monitor the weather information and make any changes to the action plan as conditions require.

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<b>Priority 3</b> Any section of public road, outwith P1 & P2 above, subject to :- Main Public Service bus routes as timetables require that can be met within operational time bands.  Should it be impractical to cover a service then the operator must be notified Or Main School Bus routes prior to or during term days only.					
<b>New designation</b>		<b>06:00 08:00 hrs</b>	<b>08:00 16:00 hrs</b>	<b>16:00 22:00 hrs</b>	<b>22:00 06:00 hrs</b>
<b>Priority 3a</b>	Mon-Fri	Pre-treat as required + reactive	Pre-treat in advance (is possible) + reactive	No treatment unless stable conditions forecast a.m.	No treatment
<b>Service Route</b>	W/E	Pre-treat in advance of journey, if possible, but no guarantee.  Timetabled days only.			
<b>Priority 3b School Route (12 or more occupied seats)</b>	Mon- Fri	Pre-treat as required + reactive	Pre-treat in advance + reactive	No treatment unless stable conditions forecast a.m. (Not Friday p.m.)	No Treatment
	No treatments out-with School Term days (apart form Sunday evenings in advance, if stable conditions forecast Monday a.m.)				

<b>Priority 4</b> All other public roads  Only as actual conditions dictate and resources are deemed to be effective.					
	<b>06:00 08:00hrs</b>	<b>08:00 16:00 hrs</b>	<b>16:00 22:00 hrs</b>	<b>22:00 06:00 hrs</b>	
<b>Mon - Fri</b>	No treatment	Reactive (may include pre-treat)	Reactive only extreme conditions in	No treatment	
<b>W/E &amp; PH</b>	No treatment	Reactive only in extreme conditions	No treatment	No treatment	

4.1.2 The above route priorities are set around the requirements to pre-treat in advance of freezing conditions or react to developed hazards within a reasonably practicable timescale within the confines of the resources

available. Under standard conditions, pre-treatment routes are designed to be completed within 3 hours of mobilisation.

- 4.1.3 Where hazards re-occur after treatment or in conditions where instantaneous hazards occur, resources may be required to concentrate on re-application of several treatments prior to moving on. In such circumstances the highest priority routes, experiencing such conditions, will generally be treated first and resources will only be released to other priorities once it is determined that treatments have an expectation of remaining effective.

## **4.2 Footway and Footpath Priorities**

- 4.2.1 At the start of each winter, the Assistant Network and Standards Manager will produce footway and footpath treatment routes based generally on the following principle.

Priority 1 - Urban Shopping Areas and Precincts

Priority 2 - Other areas of high pedestrian concentration, e.g. in the vicinity of hospitals and schools.

Priority 3 - Steep hills in housing developments and in the vicinity of residential homes for the elderly.

- 4.2.2 Footways and footpaths will only be treated, in periods of lasting hazards, when the Duty Manager, in consultation with Area staff, considers that their physical condition makes it necessary and treatments will be effective. They will usually only be treated during normal working hours.

## **4.3 Resources**

### **4.3.1 Labour**

To ensure that an adequate labour resource is available to allow treatment to be carried out, arrangements are in place with Amenity Services section to participate in the supply of additional labour when conditions require.

### **4.3.2 Plant**

Plant to assist with the clearance of snow and spreading of salt has been provided by Road and Infrastructure Services. Attachments to mowers to allow footpath ploughing will be fitted at the start of each season, where practicable. Footway salt spreading barrows are provided for use by available labour when required.

## **4.4 Cycleways**

- 4.4.1 Only cycleways contiguous with roads and footways will be treated in conjunction with any planned treatments.

## **5.0 WINTER STANDBY, STANDBY PROCEDURES AND GRITTING GUIDELINES**

5.1 The formal winter standby period for Council roads will normally be from the end of the working day on the Friday nearest to 1st November to the Friday nearest to 15th April. This period may be extended at either end as the prevailing weather conditions dictate.

## **5.2 Shift and Standby Procedures**

5.2.1 During the operational period, standby arrangements will be operated on a formal home standby basis, with call-out as required. Arrangements will be put in place to allow mobilisation of any frontline vehicle within 1 hour of call out.

5.2.2 Standby rotas will include sufficient drivers to ensure that the priority 1 routes can be treated within 3 hours of commencing treatment

5.2.3 On receipt of a weather forecast indicating medium to heavy snow, where resources allow, sufficient additional operatives will be placed on standby to cover all priority 1 & 2 routes and any priority 3 routes likely to be affected as timetables indicate, by the forecast.

## **5.3 Carriageway Treatment**

5.3.1 Carriageways will generally be treated in the order of priority as specified in section 4.

By 13:00 each day during the winter months, having considered the most recent weather forecast, the level of residual salt on the road network and the available resources, the Duty Manager will compile an Action Plan for carriageway treatment for the following twenty-four hours. The Winter Manager will review, recommend any adjustments if needed and then approve the proposed plan.

5.3.2 Precautionary treatment for frost and light snow will be spread at a target rate of 10g/m<sup>2</sup> of salt.

5.3.3 Precautionary treatment for conditions where frost is forecast after rain should be delayed as long as possible to reduce loss of salt due to wash-off. This should not preclude the treatment of routes during showers where freezing of rain on contact has been predicted, or is reported.

5.3.4 Precautionary treatment when heavy snow falls are expected should be at a rate of between 20 and 40g/m<sup>2</sup> of salt according to the anticipated severity of snowfall and confidence level of the forecast.

5.3.5 In conditions where current snowfall is forecast to continue, substitution of salt with abrasive materials, sand or grit, will be instigated until such time as showers cease and any use of de-icing materials are deemed to be more effective. In extreme or persisting conditions, all material spreading will cease until there is an expectation that any deposits will remain on the carriageway and be effective in aiding traction.



5.3.6

- 6.1.4 Snow ploughing will commence as soon as it is considered that the operation will be effective. Generally snow can only be ploughed effectively at depths exceeding 30mm.
- 6.1.5 Spreading treatment of ploughed surfaces will be carried out when it is considered that the material will have the most beneficial effect. The normal case on two lane carriageways will be for spreading treatment to be started

6.1.12 Road closures will be reported to the Director, Head of Service, Operations and Network and Standards Managers as soon as practicable, with immediate notification transmitted to Traffic Scotland and local radio stations where appropriate.

## **6.2 Footways and Footpaths**

### 6.2.1



## **8.4 Calibration and control of Salt Rates of Spread**

### **8.4.1**

Is there a genuine need for an additional facility, based on local knowledge, the type of hazard of concern and any accident history? The criteria for locations in 8.5.2 & 3 above will apply.

The proximity of similar facilities will be considered, as provision of bins and heaps often leads to further requests in similar locations.

The overall volume of bins and heaps will have an impact on the ability to provide an effective replenishment operation.

- 8.5.6 A register of grit bins shall be maintained by the Network and Standards Manager and their location and suitability will be reviewed annually. Grit bins will be serviced and all debris and litter removed prior to the start of the winter season. Initial replenishment of heaps and bins will be carried out prior to the start of the formal standby period, where practicable.

## **9.0 PLANT RESOURCES AND SERVICING PRACTICES**

### **9.1**

10.2 The contract with MetDesk Ltd provides for a twenty-four hours consultancy arrangement. Forecasters are available throughout the winter period by telephone, to discuss weather matters and clarify details with department staff.

10.3 The text forecast is augmented by other services as necessary, including the use of RADAR and satellite images to study precipitation patterns. There are fourteen Road Sensor stations, owned by the Council and maintained by partner Vaisala Ltd, giving atmospheric and surface conditions, situated throughout the Argyll and Bute road network.

## **11.0 OPERATIONAL COMMUNICATIONS**

### **11.1 Vehicle / Duty Supervisor / Depot Communications**

11.1.1 Winter maintenance vehicles are provided with a cellular telephone, such that contact may be maintained with the Duty Supervisor or depot at all times. When it is considered safe to do so, manning of vehicles fitted with effective communications facilities, will be limited to the driver only.

11.1.2 The fleet of 32nr frontline, route specifically allocated and other back-up, winter maintenance vehicles are fitted with satellite tracking and data-logging equipment, provided by UK telematics Ltd. Vehicles can be monitored through web access in real time during operations and their actions are recorded and archived for future reference. One other private contractor owned vehicle is employed on pre-treatment operations on the Isle of Jura where in-house resources are limited.

11.1.3 Throughout the period of winter standby, the Operations Manager will ensure that staff are available to receive calls from the Police and other appropriate agencies. Call out rotas will be provided to the Operations Manager, adjacent authorities, management agents and the Police.

### **11.2 Communications with Police Scotland, Roads Policing Section**

11.2.1 It is important that the strong partnership, formed with the Police, is maintained. Information relating to severe weather conditions will be





11.5.3 The Head of Service, Operations or Network and Standards Manager will be advised as soon as practicable if conditions deteriorate such that major routes have to be closed.

## **12.0 INSTRUCTION AND RECORD KEEPING**

12.1 The management of the Instruction, Recording and Archiving of daily winter Action plans is automated, by use of a bespoke winter maintenance management tool provided by Vaisala Ltd.

12.2 Vaisala Road DSS Manager is the web based system which allows access by managers and supervisors simultaneously, to post instructions and record actual activities on each specific pre-treatment route as operations progress. Details will include some or all of the following:-

- a) Details of the routes treated
- b) The start and completion of treatment on a specific route
- c) Type of treatment carried out
- d) Driver and other operator details
- e) Quantity of materials used
- f) The prevailing weather conditions
- g) Any contacts by Police regarding reactive requirements
- h) Details of any plant breakdowns, accidents or incidents
- i) Any other problems

12.3 In parallel to the above recording system, vehicle activities are recorded on UK telematics - vehicle tracking system. Reports and map based graphical records can be run to confirm and clarify in more detail, the recorded activities.

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