

ANNEXURE 12 – PART 1 – ATTACHMENT 1 CONTENTS OF THE INCIDENT RESPONSE MANAGEMENT PLAN

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1 CONTENTS OF THE INCIDENT RESPONSE MANAGEMENT PLAN

1.1 GENERAL

The Incident Response Management Plan must contain, as a minimum:

- (a) system specific inputs;
- (b) operational responses and instructions; and
- (c) Incident response maps.

1.2 SYSTEM SPECIFIC INPUTS

The system specific inputs identified in Table 1 below must be included as a minimum in the Incident Response Management Plan.

Table 1 System Specific Information Requirements

System Specific Inputs Requirement	Description of Requirements
Plan description	Concise description of plan.
Type	Reason for plan (e.g. accident, breakdown, general hazard).
Direction	Direction of travel of immediately impacted traffic flow.
Day	Day of week and time range.
Severity	Direction and number of lanes effected and the volume of traffic to be diverted (e.g. all directions, one direction, one lane, two lanes etc.)
Lane restrictions	Type of impact on traffic lane(s) (e.g. closure or restriction).
Procedures	A4 sheets with fully documented procedures for each plan, based upon comprehensive investigations for each plan as well as a digital copy in a format agreed with QDMR and Council.
Equipment identification	The unique identification of all devices to be used in the planned response.
Variable Message Sign (VMS) Frame 1	Road user advice (text) to be displayed on the VMS.
Variable Message Sign (VMS) Frame 2	Road user advice (text) to be displayed on the VMS.
Variable Speed Limit Sign (VSL)	Display requirements on the VSL.
Complex multi-agency responses (specifically Emergency Services agencies and QPS)	Documented procedures for the entire process, from detection through to notification, response and clearance.
Tollroad lease holders or operators responses	Documented procedures for Tollroad lease holders and operators where the plan requires a response from or affects other tollroad lease holders or operators.

1.3 OPERATIONAL RESPONSES AND INSTRUCTIONS

The operational responses and instructions identified in Table 2 below must be included as a minimum in the Incident Response Management Plan.

Table 2 Operational Response and Instruction Requirements

Operator Response/Instruction Requirements	Description of Requirements
Primary detour and affected secondary route description	Traffic guidance information, including details and a listing of all roads to be used to bypass the Incident location. Traffic responses and instructions to address impacts on traffic routes (including public transport routes and tollroads) affected by the detour.
Heavy vehicle information	Additional traffic guidance information or instructions to be provided to address heavy vehicle requirements.
Road closure(s)	Road closure locations and any road closure sequencing information; and Detour route guidance signage.
QPS resources	QPS resources required for special duties in response to the Incident, i.e. point duty at designated intersections.
Critical contacts	Priority contacts that are specific to the Incident and the plan.
Infrastructure changes	Alterations to physical infrastructure i.e. removal/implementation of tidal flow arrangements.
Traffic signals	Alterations in phasing at designated intersections to cater for detoured traffic.
VMS located external to the Tollroad	Display of supporting traffic advice on VMS located external to the Tollroad.
Strategic VMS information	An indicator to confirm that traffic advice has been strategically displayed as part of the plan.
Additional contacts	Other beneficial contacts, including other tollroad operators, bus operators and local schools.
Special traffic generators	Identification of special land uses affecting or affected by the Incident – major shopping centres, entertainment centres etc.
Long term signage (portable VMS)	Provisions for temporary VMS to supplement permanent VMS, including displayed messages.
Long term signage (static signs)	Provisions for manually erected static route guidance signage, including displayed message.

1.4 INCIDENT RESPONSE MAPS

The Incident response maps must be A3 in size, in a digital format agreed with QDMR and Council, and must show:

- (a) the relevant roadway system;
- (b) the associated Incident response identification reference;
- (c) the electronic traffic management devices and desired display state to manage the Incident;
- (d) other traffic management devices to be used to manage the Incident;

- (e) relevant landmarks (over/underpasses etc); and
- (f) the traffic detour routes.

