



NZ TRANSPORT AGENCY
WAKA KOTAHI



Emergency Procedures Manual Coastal Otago Network

TREIS – 0800 44 44 49

September 2013

QUALITY ASSURANCE STATEMENT

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VERSION HISTORY

Date	Description
June 2011	Release of Operational Draft
June 2012	Updated contacts to take account of staff changes Revised map 1
September 2013	Added section regarding High Productivity Motor Vehicle (HPMV) use Additional notes added to detour maps in light of 2013 floods Updated contacts to take account of staff changes Reissued full document

NZ TRANSPORT AGENCY

Emergency Procedures Manual Coastal Otago Network

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1 Introduction

This Emergency Procedures Manual provides contingency plans, detour routes and contact information to cover any emergency that may occur that impacts on the use of the state highways on the Coastal Otago network, the extents of which are shown below.

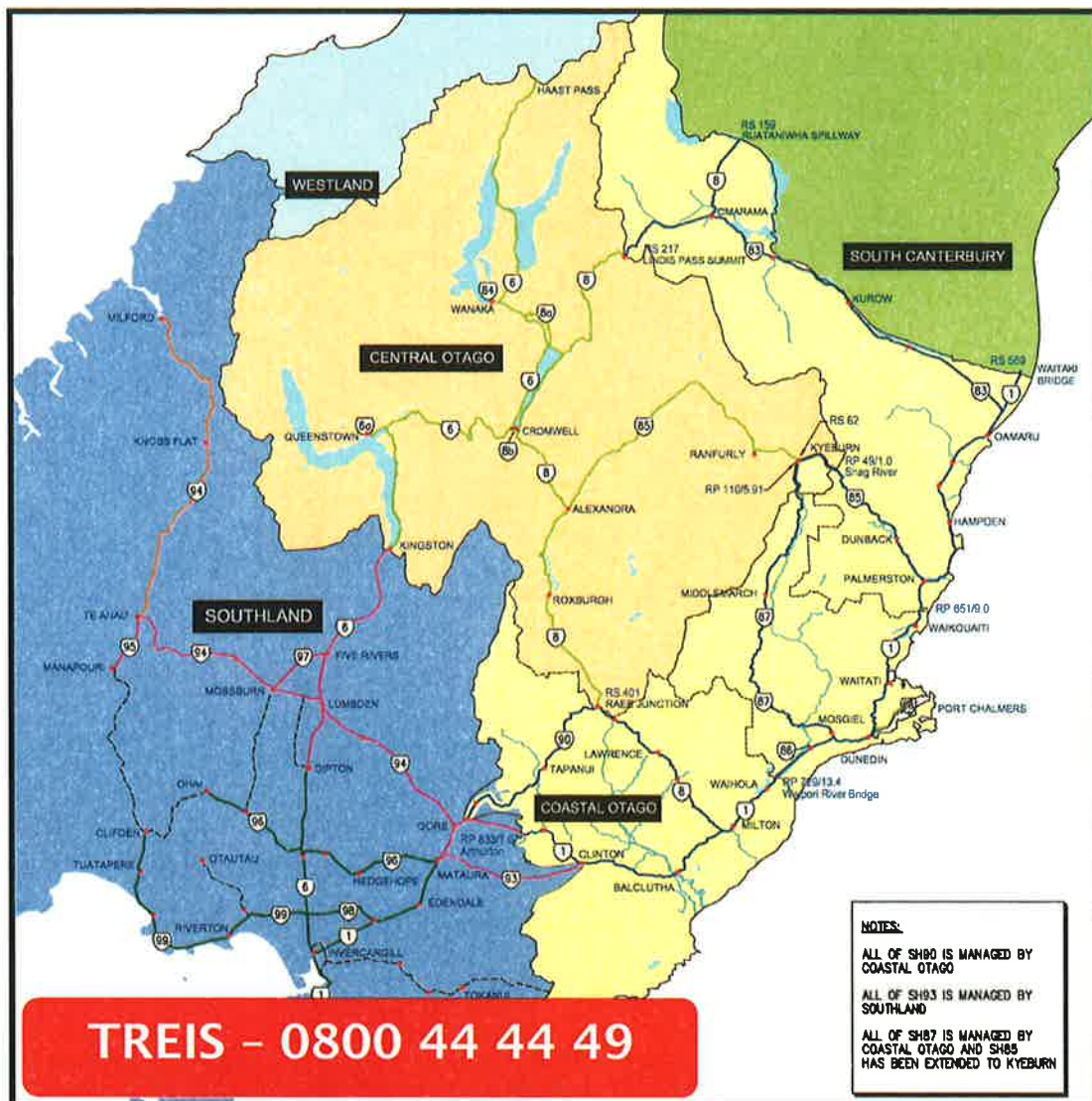


Figure 1-1 : Local and Neighbouring State Highway Networks

The objective of this manual is to provide quick and easy reference in case of emergencies to ensure that the correct people are notified and that the correct process is followed to close roads and to initiate detours on agreed alternative routes.

The first point of contact in any emergency event is TREIS on 0800 44 44 49.

There are numerous types of emergencies that may necessitate a road closure, from bush fires to car crashes, flooding and earthquakes. The intent is that this living document should cover all possible scenarios and as such will continuously evolve. A standard form to detail any potential changes to the content of the document is contained as Appendix C.

As part of the Emergency Procedures Manual a set of maps of the Coastal Otago network is attached as Appendix D. These maps indicate routes that have been deemed suitable to act as detour routes in the event of closure of the state highway. Wherever possible these maps also show known potential issues that may cause road closures, such as areas prone to flooding or slips.

2 Process for Road Closures

The first step in the emergency process is identifying the need for a road closure. Road closures can be authorised by –

- Downer NZ Duty Emergency Manager
- MWH Team Leader or Deputy Team Leader
- Police Duty Senior Sergeant

The standard process for closing a road outlined in the 'State Highway Road Reporting and Emergency Contacts – Coastal Otago' is to be followed, refer to Appendix B. This manual outlines the process once a decision has been made to close part of the state highway network.

3 Contractor Actions

Downer NZ are likely to be on the scene soon after an event and will take charge of implementing any detours if the road closure is going to be for an extended length of time.

On being made aware of an emergency event or need for closure, the Contractor **must** inform the Consultant of the nature and location of the event so that NZTA can be informed.

When detours are to be used, the Alternative Route Maps contained in Appendix D **must** be referred to to ensure that a suitable detour route is selected and that, if necessary, certain vehicles are made to wait rather than allow them to use a detour route that is unsuitable for their size/weight/characteristics. It should be noted that vehicles operating under an HPMV permit are unsuitable for all detour routes. These vehicles are discussed further in Section 7.1.

Detour route signage is detailed in Section 7.2. It is vital that the detour route is driven over and its condition inspected prior to vehicles being sent along it. There may be reasons why a route that has been agreed as acceptable is not suitable after certain emergency events. Where a natural event has occurred such as flooding or earthquake, extreme caution should be used when inspecting alternative routes.

4 Consultant Actions

In the first instance the consultant is to inform the NZTA Dunedin Regional Office of the road closure. If out of hours the Coastal Otago Network Manager should be notified, or if not possible one of the NZTA staff members listed in Table 8-1.

Where detours are made along local authority roads the relevant local authority **must** be informed immediately. Contact phone numbers are listed in Section 8.5. If the detour consists of state highways in Southland, Central Otago or South Canterbury then the relevant consultant should also be informed. These details are contained in Table 8-3.

Where a Bailey Bridge is considered necessary it is the consultants' responsibility to contact Ewan Smith at NZTA National Office (021 243 0192) who will arrange for the design and supervision of the construction of the bridge.

5 Reporting Process

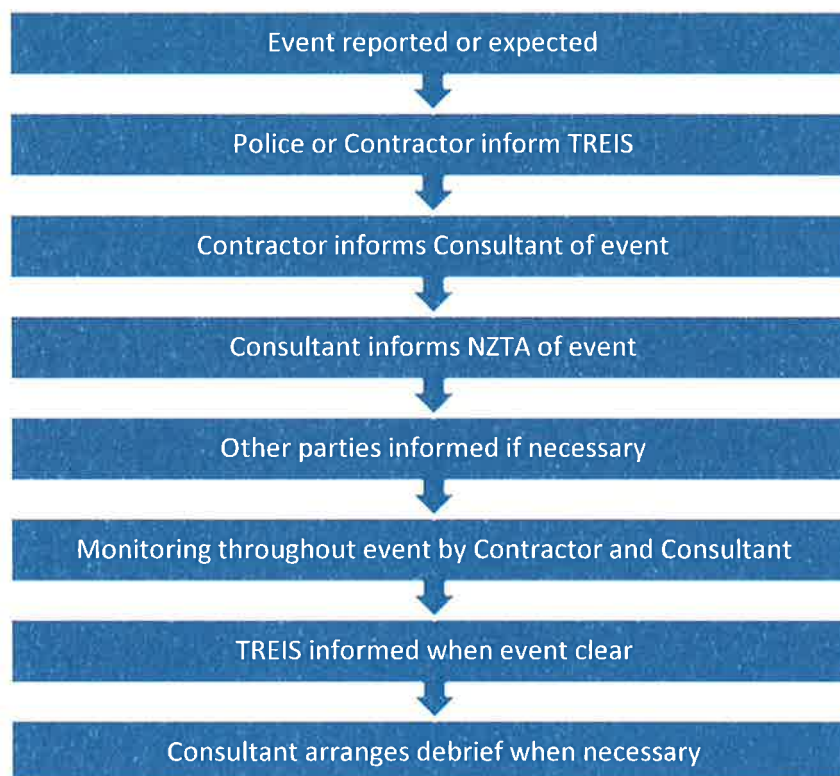


Figure 5-1 : Reporting Process

6 Event Types

The most common reason for an emergency road closure is a serious vehicle crash, these can occur at any time and at any point on the network. The length of time of the closure is dictated by the emergency services on scene. Not all crash events will require a full road closure and detour; this will be identified by the Police. A number of other events may require closure of parts of the network.

6.1 Winter Weather Events

Certain areas of the network are more susceptible to being affected by winter weather events however any section of state highway could be subject to severe snowstorms that force the road to be closed. Procedures for dealing with these expected events are generally contained with the Coastal Otago Hybrid Winter Maintenance Pack.

In many areas of the network the alternative detour route is likely to be subject to the same weather events and therefore not be suitable to be used. If a detour route is used in inclement weather it must be regularly monitored to ensure that it is still passable and that no incidents have occurred that could affect its use.

6.2 Flooding

There are a number of low lying sections of road on the network that have experienced flooding in the past and are likely to again, whether from localised storms or heavy rainfall inland. Known locations where flooding has occurred in the past resulting in the closure of the state highway are –

Table 6-1 : Known Flood Locations

SH	RP	Location
SH 1	569/4.80 to 569/13.60	Hilderthorpe area north of Oamaru. Detour routes also susceptible to flooding
SH 1	601/3.55 to 601/4.33	Maheno
SH 1	618/6.44	Big Kuri Creek
SH 1	666/0 to 667/1.14	Waikouaiti to Coast Road
SH 8	185/12.1	Killermont Stream
SH 8	417/0	Bowlers Creek
SH 83	0/1 to 0/11	Pukeuri to Peebles
SH 83	16/0	Georgetown
SH 87	Various	Sutton to Middlemarch
SH 90	17/0	Tapanui
SH 90	35/0	Pomahaka

As with winter related events, alternative routes may also be affected therefore must be checked before being used. In waterlogged conditions a detour route may suffer from vehicle related damage quite quickly therefore must be regularly monitored.

6.3 Slips and Rockfalls

There are a number of known potential slip areas on the network, some of which are being monitored. Slips can occur for a variety of reasons therefore there is always the potential for a slip to occur somewhere unexpected.

Table 6-2 : Known Slip Locations

SH	RP	Location
SH 1	667/10.67 to 667/13.77	Kilmog
SH 8	401/2.86	Beaumont
SH 83	58/5.0	Waitaki Dam
SH 83	96/1.0	Sailors Cutting
SH 85	31/10.80 to 31/11.60	Dead Horse Pinch
SH 88	0/2.98 to 0/4.18	Ravensbourne
SH 88	8/1.08	Blanket Bay

6.4 Bush Fire

Bush fires are another natural event that can occur at any location and can affect both local roads and state highways. Risks are twofold. Reduced visibility due to smoke increases the risk of a vehicle crash. Where thick smoke is obstructing visibility a road closure should be considered. Closure points may need to be monitored to ensure that vehicles are not in the line of the smoke if there is a change in wind direction.

The second risk is of the fire itself. Where a fire is burning close to the road then the road should be closed until the Fire Service or Police confirm that it is safe to be reopened.

6.5 Earthquake

As with other natural events, an earthquake is just as likely to damage potential detour routes as it is a state highway therefore no detour routes should be used until the full route has been inspected. Bridges particularly, on both state highways and local roads, should be inspected after a significant earthquake.

6.6 Tsunami

Tsunami warnings are issued by Civil Defence. In most cases there will be sufficient warning to allow those roads susceptible to inundation to be closed at specified points and for the area in between to be cleared.

An example of a state highway that may be at risk if a tsunami is expected to reach the east coast of the South Island is SH 1 south of Katiki between Moeraki and Palmerston. With a number of rest areas there is the potential for people to be camping in this area who will need to be warned/removed prior to a tsunami arriving. Other potential at risk locations are bridges near to river mouths, such as the Waikouaiti River Bridge.

Table 6-3 : Known Low-lying Coastal Routes

SH	RS	Location
SH 1	635	Katiki to Shag Point (Detour is Level 2 only)
SH 1	667	South of Waikouaiti (No detour available)
SH 1	683	Evansdale to Waitati (No detour available)
SH 88		Full route

Advice from Civil Defence will dictate what sections of highway should be closed as a pre-emptive measure.

7 Alternative Routes

Appendix D contains a set of maps covering the whole of the Coastal Otago state highway network. These maps show agreed and acceptable detour routes in the event of a closure at any point. In some cases detour routes are not suitable for large or towing vehicles; these are indicated as Level 2 detour routes. All other identified routes are classed as Level 1 and allow full vehicle access with the exception of vehicles operating under an HPMV permit. Where detours are put in place the relevant local authority **must** be informed immediately.

Level 2 routes will need to be manned 24 hours a day to ensure unsuitable vehicles do not try to use the detour and thus block the route or cause damage that would prevent other vehicles from using it. A number of detour routes may be classed as Level 2 due to a specific issue such as a hairpin bend. In certain cases these routes may be able to operate as Level 1 roads if the particular constraints noted on the maps are managed appropriately. For example, a stop/go operation or heavy vehicles operating under a one way convoy over certain lengths. These particular issues are identified on the relevant maps.

Some Level 2 routes are along unsealed roads. The use of unsealed roads as detour routes needs to be monitored as the dust from increased traffic movements can lead to poor visibility and an increased risk of crashes.

It is noted that in a number of locations there is no suitable alternative route available, or the detour is of significant length. The process at these locations will be dependent on the type of emergency and the potential period of the closure.

All detour routes are to be monitored to ensure that vehicles are using them safely. This is particularly important during rapidly changing weather events.

7.1 High Productivity Motor Vehicles

More and more large vehicles are operating under a High Productivity Motor Vehicle (HPMV) permit with the number set to keep increasing. HPMV permits only allow vehicles to travel on predetermined and approved routes which are generally state highways although there are a number of short local road links. At present there are no detour routes that are also specified HPMV routes therefore in the event of a road closure HPMV vehicles are required to wait until such time as the road is re-opened. There are two types of HPMV permit and in an emergency event they may be able to be treated differently.

7.1.1 HPMV (Dimension)

Those vehicles operating under an HPMV (dimension) permit may be physically able to negotiate a Level 1 detour route and, if approved by the Police at that particular site, may use the route. A pilot vehicle may or may not be required depending on the characteristics of the vehicle and the specific detour route.

7.1.2 HPMV (Mass)

Those vehicles operating under an HPMV (mass) permit must not be allowed to use the detour route as the road and structures have not been approved for vehicles of that size. If the vehicle is unladen then, if approved by the Police at that particular site, the vehicle may use a Level 1 detour route. Some vehicles may be operating under an HPMV (mass) permit but not be fully laden. Whether these vehicles should be allowed to use a Level 1 detour route needs to be considered by the Police on a case by case basis, preferably in consultation with the CVIU.

7.2 Signage

All detours are to be signed for the full length as per the Code of Practice for Temporary Traffic Management (COPTTM). Signs must be erected at each change of direction along the route and on longer detours repeat confirmation signs may be required.

For long term closures due to major slips or the loss of part of the state highway special signs may be required to inform motorists of the detour route. Sufficient signs should be held in stock to allow full signage of all detour routes within the local area. Additional signs may be available at short notice from other contractors.

7.3 Local Access

The location of a road closure and the start/end point of the detour may be some distance apart. It is likely that people who live between the two points will be affected and may require access past the point of closure. This must be decided on a case by case basis.

8 Contact Information

8.1 TREIS

The first point of contact in any emergency event is TREIS on 0800 44 44 49. Press 2 and listen to the South Island highway information and then wait for an operator to answer.

8.2 NZ Transport Agency

Table 8-1 : NZTA Contact Details

Name	Position	Phone	Cell
NZTA Regional Office	Dunedin	03 951 3009	
Marcos Santana	Network Manager, Coastal Otago	03 955 2941	021 225 7042
Bob Nettleton	Regional Communications Advisor	03 951 3005	021 954 928
John Jarvis	Senior Network Manager, Central Otago	03 955 2927	027 4359 567
Peter Robinson	Senior Network Manager, Southland	03 955 2934	021 575 239
Ewan Smith	Bailey Bridges, NZTA Wellington	04 894 5400	021 243 0192
NZTA National Office	Wellington	04 894 5400	

8.3 Consultants

8.3.1 Network Consultant - MWH

Table 8-2 : MWH Contact Details

Name	Position	Phone	Cell
Mike Flatters	Team Leader	03 474 3225	027 453 3050
Blair Cochran	Deputy Team Leader	03 474 3099	027 4975 263
Ross McCammon	Project Director	03 474 3974	027 2297 660
MWH Dunedin	Dunedin	03 477 0885	Fax 03 474 3992
MWH Regional HQ	Christchurch	03 366 8825	Fax 03 366 8876

8.3.2 Bridge Consultant - Opus

Russell Nicholls at Opus in Dunedin is the Regional Bridge Consultant. If there is any concern that a bridge has been damaged or is likely to be damaged then Russell should be contacted on 03 471 5500 or 027 243 2674.

8.3.3 Other NMA Consultants

Table 8-3 : Other NMA Consultants

SH Network	Consultant	Phone	Fax
South Canterbury	Opus International, Christchurch	03 363 5400	03 365 7858
Central Otago	Opus International, Alexandra	03 440 2400	03 440 2401
Southland	Opus International, Invercargill	03 211 3580	03 214 2896

8.4 Contractors

8.4.1 Network Contractor – Downer NZ

Table 8-4 : Downer NZ Contact Details

Name	Position	Location	Phone	Cell
Reception	Green Island	Dunedin	03 478 8195	
Paul Jamison	Contract Manager	Dunedin	03 478 8170	027 230 9851
Andrew Beattie	Hybrid Dunedin Area Manager	Dunedin	03 478 8120	027 248 2562
Darrell White	Hybrid Waitaki Area Manager	Oamaru	03 433 1253	0274 511 732
Mike Harley	Assistant Project Manager (Clutha)	Dunedin	03 478 8219	027 705 0782

8.4.2 Other Regional Contractors

Table 8-5 : Other Contractors

Contractor	Coverage	Phone	Fax
Whitestone Contracting	Waitaki District	03 433 0240	03 434 1270
Rooney Earthmoving	Waitaki District	03 433 1246	03 437 0256
Fulton Hogan	Region wide	03 478 8200	03 488 2411
SouthRoads	Region wide	03 211 1000	03 215 6038

8.5 Local Authorities within the Network Area

Table 8-6 : Local Authorities within Network

Local Authority	Phone	Fax
Waitaki District Council, Oamaru	03 433 0300	03 433 0301
Dunedin City Council, Dunedin	03 477 4000	03 474 3789
Clutha District Council, Balclutha	03 419 0200	03 418 3185

Civil Defence can be contacted through the above numbers.

8.6 Local Authorities bordering the Network Area

Table 8-7 : Local Authorities bordering Network

LA	Phone	Fax
Waimate District Council, Waimate	03 689 0000	03 689 8075
Central Otago District Council, Alexandra	03 440 0056	03 448 9196
Southland District Council, Invercargill	0800 732 732	0800 732 329
Gore District Council, Gore	03 209 0357	03 209 0357

Civil Defence can be contacted through the above numbers.

8.7 Regional Councils

Table 8-8 : Regional Councils

Regional Council	Phone	Fax
Environment Canterbury	03 365 3828	03 365 3194
Otago Regional Council	03 474 0827	03 479 0015
Environment Southland	03 211 5225	03 211 5252

8.8 Police

Table 8-9 : Police Contacts

LA	Phone	Fax
Southern District Headquarters	03 471 4800	03 479 9363
Canterbury District Headquarters	03 363 7400	03 379 4208
National Headquarters	04 474 9499	04 498 7400

8.9 St John

In all cases call 111.

8.10 Fire Services

In all cases call 111.

8.11 Civil Defence

Civil Defence can be contacted via the relevant local authority numbers listed in Section 8.5 and 8.6.

8.12 Utilities

Table 8-10 : Utility Contact Details

Type	Company	Coverage	Phone	Fax
Power	Network Waitaki	Waitaki	03 433 0065	
Power	Delta	Region wide	03 474 0322	03 479 6694
Power	Otago Power Services	Clutha/Waitaki	03 419 0111	
Telecommunication	Cable Location	Region wide	0800 248 344	
Telecommunication	Vodafone	Region wide	0800 400 888	09 962 9300
Telecommunication	Telstra Clear	Region wide	0508 555 500	0508 555 501
Telecommunication	FX Network	Region wide	0800 656 538	
Telecommunication	FX Network Locate	Region wide	0800 081 403	

Appendix A: Controlled Document Holders

Copy No	Issued To	Organisation
1	Network Manager, Coastal Otago	NZTA
2	File Copy 1	NZTA
3	File Copy 2	NZTA
4	Team Leader	MWH
5	File Copy	MWH
6	Hybrid Contract Manager	Downer NZ
7	Hybrid Dunedin Area Manager	Downer NZ
8	Hybrid Waitaki Area Manager	Downer NZ
9	Hybrid Clutha Area Manager	Downer NZ
10	File Copy	Downer NZ
11	File Copy	Waitaki District Council
12	File Copy	Dunedin City Council
13	File Copy	Dunedin Civil Defence
14	File Copy	Clutha District Council
15	File Copy	Otago Regional Council
16	Southern District Headquarters	NZ Police
17	Canterbury District Headquarters	NZ Police
18	Communications Centre	NZ Police

A copy of this document and the full set of maps are provided on the CD attached to the original copies above. Copies printed from the CD are not controlled copies.

Appendix B: State Highway Road Reporting and Emergency Contacts – Coastal Otago

State Highway Road Reporting and Emergency Contacts - Coastal Otago Road Reporting and Emergency Contact - 0800 44 44 49



0800 44 44 49
For Details See Over

SOUTHLAND:
 First point of contact: TREIS
 24 hour Phone 0800 44 44 49

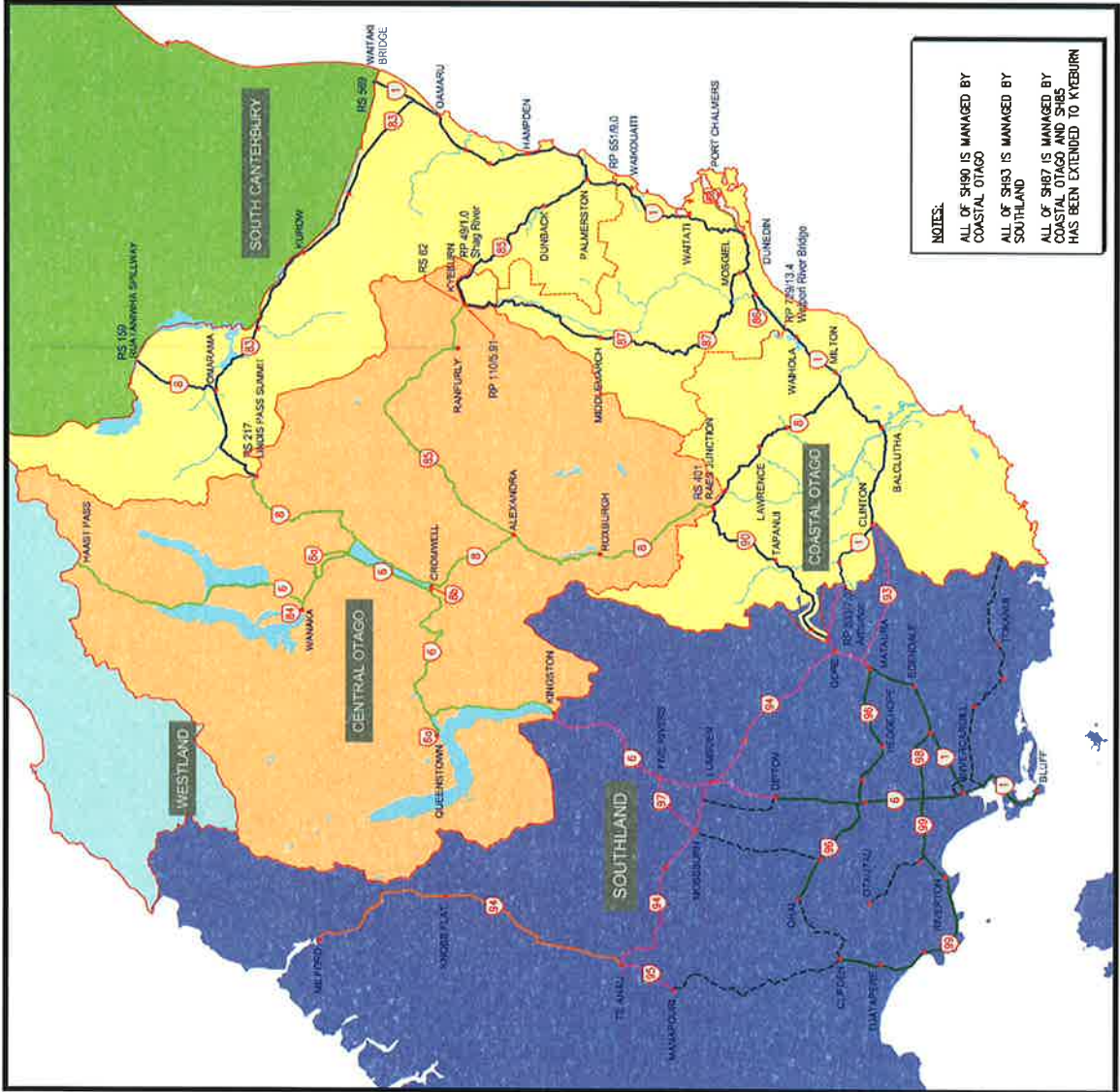
Second point of contacts:
 Milford Road only:
 NZTA Contractor: Downer NZ
 24 hour Phone 0-3 249 7004

Northern Southland NZTA Contractor:
 SouthRoads Ltd
 24 hour Phone 0-3 211 1000

Coastal Southland NZTA Contractor:
 Fulton Hogan
 24 hour Phone 0-3 213 5074



Valid as at July 2012



NOTES:
 ALL OF SH90 IS MANAGED BY COASTAL OTAGO
 ALL OF SH93 IS MANAGED BY SOUTHLAND
 ALL OF SH87 IS MANAGED BY COASTAL OTAGO AND SH85 HAS BEEN EXTENDED TO KYEBURN

CENTRAL OTAGO:

First point of contact: TREIS
 24 hour Phone 0800 44 44 49

Second point of contact:
 NZTA Contractor: Fulton Hogan Ltd
 Phone 0-3 440 0500
 After Hours 027 705 9799

COASTAL OTAGO:

First point of contact: TREIS
 24 hour Phone 0800 44 44 49

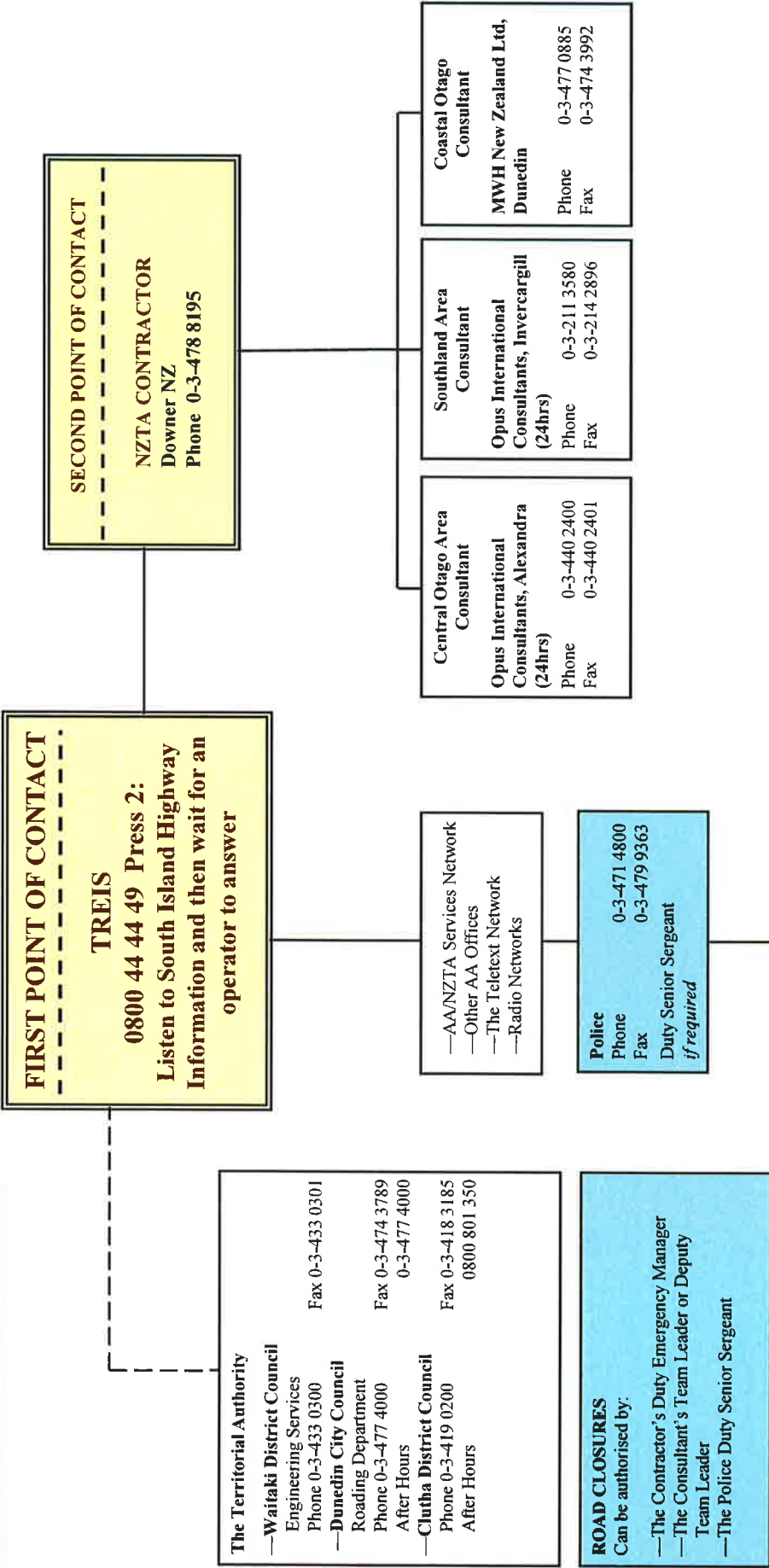
Second point of contact:
 NZTA Contractor: Downer NZ
 24 hour Phone 0-3 478 8195

For emergencies on local roads
 Waitaki District Council
 AH Ph 0-3 433 0300
 Dunedin City Council
 AH Ph 0-3 477 4000
 Clutha District Council
 AH Ph 0800 801 350

NZ TRANSPORT AGENCY STATE HIGHWAY ROAD REPORTING AND EMERGENCY CONTACTS COASTAL OTAGO REGION 13

ANY PERSON IDENTIFYING A DETERIORATION (OR IMPROVEMENT) IN STATE HIGHWAY ROAD CONDITIONS WHICH WARRANTS ACTION OR ADVICE TO THE MEDIA AND PUBLIC SHOULD NOTIFY:

Valid as at July 2012



Police to contact: Emergency Services, Fire, Ambulance, Civil Defence, Hazardous Substances Officer etc

ALL CHANGES MUST BE ADVISED IN THE SAME MANNER

Appendix C: Request for Changes to Manual

The Emergency Procedures Manual will develop over time and change in response to experiences. There may be issues that are not covered or routes that are highlighted but are found not to be suitable. To ensure that this manual is as accurate as possible when each update is released we would appreciate receiving any comments that you may have.

If you do have any suggestions or comments that will improve this manual then please fill in the form below and send it to -

Emergency Procedures Manual

NZTA

PO Box 5245

Dunedin

<p>From:</p> <p>Issue:</p>

Alternatively, you can email your suggestions to Marcos Santana at marcos.santana@nzta.govt.nz for consideration for inclusion in the next update of the manual.

Appendix D: Alternative Route Maps