



Albion Park Quarry

Transport Management Plan

21 September 2016

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Internal Document Control

Version	Description	Prepared By	Reviewed By	Date
1	Initial Draft	Jason Rudd (TTPP)	Helen Nicolaidis	28/9/2015
2	Final	Jason Rudd (TTPP)	Helen Nicolaidis	29/9/2015
3	Updated following cumulative impact study	Jason Rudd (TTPP)	Helen Nicolaidis	16/11/2016
4	Updated following internal review	Mark Hammond	Helen Nicolaidis	21/9/2016

1. INTRODUCTION

1.1 Background

On 25 June 2015, Modification 2 of the Cleary Bros Albion Park Quarry Development Consent 10639/2005 was approved by the Department of Planning and Environment. The modifications related to the proposed increased in annual production of the Quarry to a maximum of 900,000 tonnes within any one financial year.

The modification was approved subject to conditions of consent, which included the requirement to prepare a Transport Management Plan (TMP) for the project. The condition (No. 47) is reproduced herein:

Condition 47 - Transport Management Plan

The Applicant shall prepare and implement a Transport Management Plan for the development to the satisfaction of the Secretary. This plan must:

- a) Be prepared by a qualified traffic consultant, in consultation with RMS and Council and submitted to the Secretary for approval by 30 September 2015;*
- b) Include a drivers' code of conduct for the development;*
- c) Describe the measures that would be implemented to ensure:

 - Noise generated by heavy vehicles entering and leaving the site is minimised between 10pm and 6am;*
 - All drivers of vehicles related to the development comply with the drivers' code of conduct;*
 - Compliance with the relevant conditions of consent; and**
- d) Include a program to monitor the effectiveness of the implementation of these measures.*

1.2 Purpose of this TMP

The purpose of this TMP is to satisfy the requirements of Condition 47 of the consent as detailed above.

The TMP was originally prepared by The Transport Planning Partnership Pty Ltd (TTPP), and has since been updated internally by Cleary Bros (Bombo) Pty Ltd, who operate the Albion Park Quarry. TTPP is an independent traffic and transport consultancy and were approved by the Department of Planning and Environment (DPE) to prepare this TMP.

This TMP has been prepared in consultation with RMS and Shellharbour City Council. Feedback obtained from these agencies has been included in Section 2 of this TMP.

As such, once submitted to the Secretary, the requirements of Condition 47(a) have been met.

This TMP includes the following:

- Details of the consultations with RMS and Council;
- Measures to ensure that the transport related conditions of consent are met;
- Drivers' Code of Conduct; and
- A program for monitoring the effectiveness of the TMP and Drivers' Code of Conduct.

As noted above, this TMP sets out a program for monitoring the effectiveness of the TMP and the associated Drivers' Code of Conduct. It is envisaged that, subject to the results of the monitoring program, the Drivers' Code of Conduct and / or the TMP may need to be updated or modified to ensure that the objectives of the TMP are met.

2. CONSULTATION WITH AUTHORITIES

2.1 Background

Both the RMS (Southern Region) and Shellharbour City Council's traffic engineering section was contacted regarding the consultation requirement to comply with Condition 47.

The following sections provides a summary of the discussions with RMS and Council.

2.2 RMS

The RMS were provided with an outline of the methodology which would be implemented in the preparation of the TMP. Discussions with Mr Chris Millett (RMS) indicated that the RMS did not require a face to face meeting to discuss the TMP associated with the Albion Park Quarry and that the RMS did not have any issues with the proposed methodology.

It is noted that the RMS indicated that further consultation would be required in the preparation of the Cumulative Traffic Assessment required in response to Condition 47A and 47B of the consent.

2.3 Shellharbour City Council

Council were also provided with an outline of the methodology which would be implemented in the preparation of the TMP. Luke Preston (Council) advised that as all truck access to and from the site was via regional roads under the control of RMS, Council was not the relevant authority and suggested that all consultation with regard to the TMP should be directed to the RMS.

3. TRANSPORT MANAGEMENT PLAN (TMP)

3.1 Truck Haulage Routes

All truck haulage of product in the vicinity of the Albion Park Quarry occurs and will continue to occur directly via the regional road network.

Access to and from the regional road network has been facilitated by the construction of the East-West Link running between Croome Road and the Princes Highway.

In accordance with the Development Consent for the Quarry, all truck haulage is to occur via the roundabout at the intersection of the East - West Link Road / Durgadin Drive / Site Access haul road. Similarly no access to the quarry extension is to occur via Dunsters Lane, except in an emergency, as agreed by the Secretary in consultation with the Council.

The availability of direct access to the regional road network eliminates the need to utilise local roads for product haulage. The use of regional roads significantly minimises the potential amenity and acoustic implications to local residential properties.

3.2 Noise Minimisation

Noise minimisation associated with the haulage of product from the Quarry can be effected with the implementation of and adherence to the following measures:

- Adherence to the approved operating hours of the Quarry Extension as specified in the Consent.

- Utilisation of regional road network for truck movements in the vicinity of the Quarry. The use of the local road network for truck movements in the vicinity of the Quarry is not permitted except in an emergency or with approval from the Secretary.
- Use of truck's compression brakes outside of the Quarry to be minimised as far as practical.
- When parked or waiting for a period of time, truck engines shall be turned off to eliminate unnecessary engine idle noise.

These measures are set out in the Drivers' Code of Conduct.

All of the above measures would apply to all periods where truck haulage is undertaken, but shall be particularly applied and observed for periods where haulage occurs between 10pm and 6am as is permitted by the Consent.

With regard to noise minimisation between 10pm and 6am, it is recommended that the following additional measures be implemented:

- The extent to which haulage between 10pm and 6am is required be minimised.
- Trucks exiting the Quarry between 10pm and 6am shall be staggered at no less than 5 minute intervals to reduce the noise associated with trucks travelling in a convoy.
- All trucks to access the Quarry via the section of East - West Link Road between the Princes Highway and the Quarry Access road.

3.3 Truck Drivers Code of Conduct

A Truck Drivers' Code of Conduct has been prepared for approval and implementation. The code is contained in Appendix A.

The Code includes driver behaviour requirements relating to:

- Site access / haulage routes;
- Communication etiquette;
- Driving to the conditions including posted speed limits;
- NHVR requirements related to fatigue management;
- Noise minimisation and driving practices;
- Truck cleanliness and covering of loads; and
- Cleary Bros drug and alcohol policy.

It is envisaged that the Drivers Code of Conduct would form part of the overall site induction program with truck drivers required to read, understand and pledge to uphold the behaviour expected by a truck driver accessing the Albion Park Quarry.

3.4 Monitoring Program

The following monitoring program shall be implemented to ensure that the TMP and Drivers Code of Conduct is performing effectively and achieving the objectives of the various transport related consent conditions.

Monitoring will be based on feedback provided by the surrounding community via a formal and informal complaints and positive messages.

It is noted that under the Conditions of Consent for the Quarry's operation (10639 of 2005 _MOD 2) there are no restrictions to the hours of operation for road haulage and no limits to the volume of trucks within any given period. As such monitoring of truck volumes and hours of operation are not relevant for compliance with the consent.

3.4.1 Implementation of TMP and Drivers Code of Conduct

The TMP and Drivers Code of Conduct shall be included with all new site induction and truck driver registrations.

Over the course of 6 months, all existing drivers shall be:

- Provided with a copy of the TMP and new Drivers Code of Conduct; and
- Offered information session regarding the TMP and Code of Conduct

The intention is that within 6 months all truck drivers will have signed the Drivers' Code of Conduct declaration and agreed to be bound by its behavioural requirements.

It is noted that Albion Park Quarry truck drivers currently operate under a behavioural code addressing safety and to an extent noise minimisation.

3.4.2 Annual Review of Drivers Code of Conduct

Truck Drivers will be required to demonstrate their understanding of the TMP and Drivers Code of Conduct via an annual refresher course. This refresher course would include any amendments that were made to the Code of Conduct to improve its effectiveness.

3.4.3 Monitoring and Complaints Register

A complaints and compliments register detailing matters such as truck driver behaviour and truck related noise issues has been established and maintained by Cleary Bros (Bombo) Pty Ltd.

The register shall be reviewed annually to determine if any systemic issues are arising from the implementation of the TMP and Drivers' Code of Contact.

An extract from the registers procedures is provided below:

Positive and Negative feedback will be documented, and CB will decide on appropriate action if any, according to the feedback received. Appropriate action may include:

- *Arranging a meeting to discuss and / or resolve issues.*
- *Calling Client to acknowledge feedback.*
- *Writing a letter responding to the feedback.*

"Formal observation of compliance" is carried out using a "Biannual Management Review" which is part of Cleary Bros Integrated Management System that is externally accredited for Safety, Quality and Environment.

As such in addition to the complaints / compliments register, Quarry management will undertake formal observations of compliance at six monthly intervals and will document and undertake any remedial actions with employees or sub-contractors that may be necessary as a result of these observations.

3.4.4 Driver Feedback

Cleary Bros have established a mechanism to enable truck drivers to provide feedback on the implementation of the Drivers Code of Conduct and other measures which could be considered for implementation into the Code.

This mechanism is referred to as "Toolbox Talks". Toolbox talks are held at a frequency of one per month and usually cover a topic relating to the general operations or to provide an update on a recent change to the operating procedures. Toolbox Talks are intended to be a two way conversation between management and the workers. Workers are encouraged to raise any new issues in this forum.

In addition, Cleary Bros has an “open door” policy where all employees and subcontractors are free to raise any issues at any time with Management.

3.4.5 Covered Loads and Clean Trucks

All laden trucks leaving the Quarry shall be inspected at the weighbridge to ensure that loads are satisfactorily covered and trucks are clean of quarry materials.

Appendix A - Albion Park Quarry Truck Drivers Code of Conduct



Albion Park Quarry

DRIVER CODE OF CONDUCT

1. General Requirements

Heavy vehicle drivers hauling from the Albion Park Quarry must:

- Have undertaken a Site Induction carried out by an approved member of the Quarry staff or suitably qualified person under the direction of the Quarry management;
- Hold a valid driver's licence for the class of vehicle that you operate;
- Operate the vehicle in a safe manner within and external to the Quarry site;
- Comply with the direction of authorised site personnel when within the site;
- All drivers are to use seat belts when driving or a passenger in the vehicle;
- All drivers are to drive to the sign posted speed limit, both on the public roads and within the quarry;
- Bad language on the UHF radio is not permitted. Think about how you like people to speak in front of your own family. They could be our customer; and
- Personal hygiene to be maintained. It is not difficult to be clean and tidy, customers take note of this, and if you are of poor appearance they will remember you.

2. Site Access

All access to the site is to be via the roundabout at the East-West Link Road, except in an emergency.

3. Heavy Vehicle Speed

The speed limit within the Quarry site is 40 km/h (unless sign posted otherwise), which is to be strictly maintained.

Drivers are to observe the posted speed limits, with speed adjusted appropriately to suit the road environment and prevailing weather conditions to comply with the Australian Road Rules. The vehicle speed must be appropriate to ensure the safe movements of the vehicle based on the vehicle configuration.

4. Heavy Vehicles Driver Fatigue

Fatigue is one of the biggest causes of crashes for heavy vehicle drivers.

The heavy vehicle driver fatigue law commenced in NSW on 28 September 2008 and applies to trucks and truck combinations over 12 tonne GVM (however there are Ministerial Exemption Notices that can apply).

- Cleary Bros utilises the following schemes to ensure compliance with fatigue management requirements: Standard Hours of Operation
- Basic Fatigue Management (BFM)



Albion Park Quarry

All heavy vehicle drivers operating out of the Albion Park Quarry are to be aware of these fatigue management schemes and operate within their requirements.

5. Heavy Vehicle Compression Braking

Compression braking by heavy vehicles is a source of irritation to the community generating many complaints especially at night when many residents are especially sensitive to noise.

In some instances compression braking is required for safety reasons however when passing through or adjacent to residential areas a reduction in the speed of the vehicle is recommended to reduce the instances and severity of compression braking.

No compression braking beyond the quarry gate. Compression braking should only be used if required for safety reasons. Brakes must be applied so as not to create excessive noise should vehicles be driving through residential areas.

6. Heavy Vehicle Noise

The extraction operation hours from the quarry extension are limited to the following:

- Monday to Friday - 7.00am to 5.30pm (Australian Eastern Daylight Time)
- Saturday - 7.00am to 1.00pm
- Sunday and Public Holidays - closed.

Crushing, loading and transport of quarry materials is permitted at the sales processing area outside of the above hours.

At commencement of a driver's shift, it may be that drivers arrive early and may need to wait to be loaded. If this occurs drivers are to wait with engines turned off to eliminate unnecessary idle noise.

7. Load Covering

Loose material on the road surface has the potential to cause road crashes and vehicle damage.

All loaded trucks departing from the Quarry site are required to have an effective cover over their load for the duration of the trip. The load cover may be removed upon arrival at the delivery site.

All care is to be taken to ensure that all loose debris from the vehicle body and wheels is removed prior to leaving the site and again after unloading.

Drivers must ensure that the tailgate is locked before leaving the site.

Quarry management is to monitor loose material on the side of the haulage route from quarry operations and take appropriate action (removal or suppression) regularly.



Albion Park Quarry

8. Cleary Bros Drug and Alcohol Policy

Bringing alcohol or illicit drugs to work or coming to work under the influence of them is strictly prohibited and could lead to disciplinary action or cancellation of contract. If you are taking prescription medication which can affect your performance you must inform your supervisor. You may also be required to produce medical evidence to prove your medication does not affect your capacity to perform your duties in a safe manner without harm to yourself or others.

Cleary Bros undertake random drug and alcohol testing to ensure both employees and contractors are fit for work.

9. Customer Relations

- Ensure paperwork is correct
- Always wear appropriate PPE and required safety equipment
- Never enter a customer premises without permission walk around a customer's premises unsupervised
- Always be polite
- Learn and practice good communication skills
- Always be on time or let someone know if you cannot be
- Do not use bad language around staff members, clients or any member of the public
- Personal hygiene, it is not difficult to be clean and tidy, customers take note of this and if you are of poor appearance they will remember you
- Ensure weights are correct
- Respect religious beliefs of any customer
- Do not under any circumstances make racial or derogatory comments



Albion Park Quarry

Truck Drivers' Code of Conduct

This document sets out the requirements for all employees of and contractors to Cleary Bros (Bombo) Pty Ltd.

DECLARATION

I, the undersigned, hereby agree to abide by Cleary Bros (Bombo) Pty Ltd Truck Driver Code of Practice for the transportation of Quarry products from the Albion Park Quarry to their final destination/s in a safe manner.

I have read and understand the requirements outlined in the attached document and will, to the best of my ability, comply and assist with their implementation, requirements and ongoing administration.

The subject document to which this declaration relates is attached as part of the overall document and signing of this declaration confirms that signee has read and understood the entire document:

TRUCK DRIVER

Full Name: _____

Organisation: _____

Signature: _____

Date: _____

Cleary Bros (Bombo) Pty Ltd

Company Witness: _____

Date: _____