

LOADING DOCK MANAGEMENT PLAN

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PROPONENT	FRASERS PROPERTY AUSTRALIA



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Revision History

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Revision	Revision Date	Change Description	Author
A	20/07/2022	Original Document	Warwick Gray (FPA)
B	29/07/2022	Minor text updates	Warwick Gray (FPA)
C	24/08/2022	Acoustic comments added	Warwick Gray (FPA)

1 INTRODUCTION

1.1 Purpose

The purpose of this LDMP is to provide guidance on the daily operations of the Eastern Creek Stage 3 loading docks and to ensure the control of delivery vehicles and personal.

The effective use of this LDMP would contribute to the minimization of delays and accidents as well as to limit any disruptions to the surrounding neighbors.

This plan shall be subjected to ongoing reviews and updated as necessary in response to changing requirements and response to any WHS issues. Where a new retailer's requirements are outside this plan a full review must be undertaken prior to any changes being allowed. Where the change of business does not alter the underlying characteristics of the operations, no change to this plan is required.

Control of this Plan and subsequent implementation remains with the Eastern Creek Quarter Centre Management Team

2 LOADING DOCK DETAILS

2.1 Dock access

Access to the docks is provided via Beggs Rd (Dock 1) and Church St (Dock 2). Gates at the dock entrances are provided and will be locked outside of approved delivery hours.

2.2 Hazard Control

Hazard control measures are to include:

- Dock identification signage and hours of operation;
- Dock warning signage;
- No entry – Authorised vehicles excepted signage;
- Dock warning line marking
- Pedestrians prohibited signage;
- Forklift operating area (if applicable);
- Beware of trucks signage;
- Speed limit (5km/h) signage.
- Surveillance camera signage; and
- Height clearance signage

2.3 Loading Facilities

There are 2 loading docks operating on Eastern Creek Stage 3

Beggs Rd (Dock 1)

- Specialty Retailers Loading Dock
- Retail Waste compactors
- Retail Waste Room

Church St (Dock 2)

- Specialty Retailers Loading Dock
- Retail Waste compactors
- Retail Waste Room
- DAF/Grease trap pump points

The location of these docks is provided in Figure 1.

2.4 Loading Bays

Loading bays are clearly marked. Each bay will have marked lengths showing the length of vehicles that can access the bay.

All loading bays will be at grade with no elevated dock

Loading bay usage will be controlled to minimize truck waiting times and reduce congestion in the dock

2.5 Dock Security

Security of the loading docks will be provided by the FPA engaged security contractor. The on-duty security officer will rotate through the loading docks at regular intervals to assess any issues. During periods of high traffic, security may remain in the dock, where required, to co-ordinate the safe access of vehicles and persons.

2.6 Dock Operation Times

The intended operations of the loading docks are based on the Development Approval from the Department of Planning and Environment, that being, 6am to 10 pm Monday - Sunday This will be controlled by gates located on the driveway to the loading docks. Beggs Rd and Church St are controlled by Blacktown City Council and parking restrictions in this area will be enforced by Blacktown City Council Rangers.

Gate control will be maintained by onsite staff, with security staff opening in the morning and closing at night. The key to the gates will be held by Frasers Property Australia on site staff, security response vehicle and NSWFB local stations. Keys to access this gate will not be provided directly to retailers.

Any requirements for afterhours access to the loading dock will be controlled by the Frasers Property Australia Management Team.

Noise Management will be achieved by adopting recommendations from the acoustic report and limiting access as per the approved operation hours

2.7 Forklift Hazard Control

Where forklifts are to be used:

- they will be separated from pedestrian areas and paths by use of temporary bollards, fencing or other appropriate barriers.
- A spotter is also to be provided to monitor the area of work for hazards
- The forklift will only be parked in the designated storage area

Examples of temporary forklift exclusion zone equipment to be used listed below:



3 HOUSEKEEPING

3.1 General Housekeeping

All loading docks are to be kept clean and tidy at all times. The Cleaning contract includes all loading dock areas.

- Designated areas are to be assigned and signposted for left over milk crates and pallets. Items are not to be left in walkways, doorways and dock areas.
- Excess storage of bundled paper/carboard must be stored in a neat and safe location. Out of the way of any pedestrian walkways.
- Regular cleaning of drains is required to ensure water waste can drain away safely and effectively.
- Store of tenant fit out waste is not prohibited; all building materials are to be placed in the waste receptacles provided.

3.2 Storage of Hazardous Substances

All hazardous substances stored in the dock are to be stored in according with EPA guidelines. Any LPG gas cylinders are to be stored in lockable cages and in designated areas.

Disposal of Hazardous waste at Eastern Creek is not permitted and must be taken from site and disposed of properly

3.3 Acoustic Operational Requirements

- Bail and/or garbage compactors are to be used only within the loading dock areas.
- Neoprene rubber buffers should be installed on the vertical face of the loading dock where vehicles park to absorb impacts.
- A detailed assessment of noise emissions from plant and equipment associated with the loading dock is required to be conducted prior to installation.
- Vehicle engines should be switched off during loading and unloading within the dock.
- Acoustic screening of the use of the loading zone will result from the construction of the buildings on the site and no additional acoustic screening is required to the loading zone
- Refer acoustic reverberation report for further detail.

4 STAFF/PEDESTRIAN ACCESS

4.1 Specialty/Other Staff

Specialty store and other staff will only enter the loading docks via the back of house corridors from the Centre for the purpose of collecting deliveries or disposing of waste in the waste room and compactors.

The compactors and waste room have been located such that staff will not need to traverse any areas that may have moving vehicles.

4.2 Contractors

Contractors may use the loading docks for the loading and unloading of tools and equipment. No long-term parking for contractors will be allowed within the loading docks.

4.3 Drivers

All drivers delivering to the Centre must:

- Take reasonable care for their own safety
- Not adversely, by the way of actions or otherwise impact the health and safety of other persons
- Obey all applicable road rules
- Obey all signage on site
- Ensure all loads are safely restrained
- Operate their vehicles in a safe and professional manner
- Hold a current valid Australian driver's license

4.4 General Behavior Controls

Appropriate personal protective equipment (PPE) and safety vests shall be worn by all persons entering areas of vehicle movement. Signs advising that safety vests must be worn are to be displayed the dock where deemed necessary



- Bicycles are not to be ridden or stored within the loading docks.

- The dock is a non-smoking area, and No Smoking signs will clearly be displayed.



5 WORK HEALTH & SAFETY

The following safety requirements must be adhered to by all staff whilst in the loading dock,

- Mobile equipment, machinery and vehicles must not exceed the sign posted speed limit
- Before undertaking any works in the loading dock a traffic management assessment must be completed and included in a JSEA for Frasers Property Australia approval
- All staff must wear Hi Vis vest or shirts
- All mobile equipment operators must hold appropriate license for the equipment being used
- No obstructions or storage of equipment allowed in any area of the dock without prior approval from Frasers Property Australia.
- Emergency exits must be kept clear at all times.
- No storage of crates or pallets allowed in the dock

