



TRAFFIC MANAGEMENT PLAN

Stolthaven Newcastle

May 2020

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5	Sep 2019	Inclusion of traffic numbers and complaint process, M7 construction ref removed.	RDK	GAM
6	May 2020	Remove references to SSD_6664, following surrender.	ANW	RDK
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1 INTRODUCTION

During the construction & ongoing operation of the terminal, daily traffic movements will consist of fuel tanker loading, deliveries and movements of employees, contractors and visitors. Therefore, the purpose of this traffic management plan is to ensure safe movements to and from the terminal facility.

Operations to which this OEMP Apply

The operations to which this OEMP applies are:

- All operations approved for the established terminal including the new combustible fuels wharf line which connects the existing terminal to Mayfield Berth No. 7, as approved under SSD_7065. The operation of the wharf line also includes the following ancillary elements:
 - Fire and safety systems
 - Lighting and CCTV
 - Power and communications systems
 - Fencing.

Note: The operation of any other elements of the project approved under SSD_7065 (such as an increase to throughput beyond 1'300 ML per year or the storage of Flammables etc) would be subject to additional updates to this OEMP, review and approval by the Department of Planning and Environment.

2 SCOPE

As part of the approval conditions for the terminal development approval (SSD 7065), Stolthaven Terminals will prepare and implement a Traffic Management Plan (TMP) to the satisfaction of the Secretary. This plan must:

Condition C25	
a) be approved by RMS and the Secretary prior to operation of the Development;	Noted
b) be prepared in consultation with PON, PNSW, Council, RMS, adjoining landowners and the local community;	Noted
c) detailed vehicle routes, access arrangements and coordination with other developments in the Mayfield Concept Plan area;	Section 8.0, Appendix A & B
d) Include details of driver training awareness to minimise noise, in particular from reversing alarms and compression braking;	Section 5.0
e) detailed procedures for assessing the effectiveness of measures to minimise heavy vehicles accessing the residential streets;	Section 3.3
f) detailed procedures for managing operational traffic,	Noted

including adherence to the Australian Code for Transport of Dangerous Goods by Road and Rail, January 1998 or its latest version: and	
g) Be updated to be consistent with the PON's <i>Traffic Management Plan, Mayfield Concept Plan, November 2015</i> or its latest version.	Section 3.1

3 TRAFFIC MOVEMENTS

3.1 MAYFIELD CONCEPT PLAN

The Mayfield Concept Plan (MP 9_0096) established a limit on allowable traffic movements, with the objective of not exceeding the capacity of the transport network, including the local regional and state road network; these limits are presented in **Table 1**.

Table 1: Total Truck Movements (Source: Mayfield Concept Plan Approval 'MP 9_0096')

Stage	Total Truck Movements per Annum	Total Truck Movements per Day	Total Truck Movements in peak Hour
Initial Stage	462,104	1,268	95
Intermediate Stage	773,438	2,120	159
Ultimate Stage	1,017,882	2,790	209

3.1.1 Mayfield Concept Plan – Condition 2.5 Traffic Management Plan

All traffic movements from the terminal would generally be undertaken in accordance with PONs traffic management plan prepared in accordance with condition 2.5 of the Mayfield Concept plan Approval.

3.2 PROJECTED TRAFFIC MOVEMENTS - SSD 7065

Based on the Traffic Impact Statement (ref AECOM 60326869) issued for Development Consent SSD 7065 the below traffic movement have been predicted;

Category	Product	Max Throughput (ML pa)	No of Road Transport Movements, per Annum
Current Operation	Diesel (ULSD & Bio blends)	1,300	54,750
Stage 3 Expansion (incl above operation)	Petrol (ULP, PULP, Ethanol blends) & Diesel (ULSD & Bio blends)	3,500	94,535

3.3 MEASUREMENT OF TRAFFIC MOVEMENTS

There are a number of indicators that are used to measure the number of road tankers entering and departing the Stolthaven Terminals site. The Fuel Manager loading system will print out records and reports of loads taken from the terminal. As well as, a swipe card security journal, which will specify the number of traffic movements through the terminal gates.

In accordance with the development approval (SSD 7065), a traffic movement summary report will be submitted to the Port of Newcastle on a bimonthly basis. This report will detail truck movements during peak periods. The measured KPI's are volumes of product into and out the terminal and the number of trucks in and out of the terminal. Traffic data would also be reported in Stolthaven Terminals Annual reviews required under its consent. Below is a summary of traffic movement data to date;

Category	Product	2014 (pa)	2015 (pa)	2016 (pa)	2017 (pa)	2018 (pa)
Current Operation	Diesel (ULSD & Bio blends)	31,088	52,428	41,979	41,176	32,478
Stage 3 Expansion	Petrol (ULP, PULP, Ethanol blends)	0	0	0	0	0

3.4 CLARIFICATION OF CONSTRUCTION AND OPERATIONAL MOVEMENTS

Stolthaven's activities consist of a mix of construction and operations associated with the existing terminal and the approved terminal expansion. To provide clarity regarding what management measures are in this plan apply to each construction or operational element aspects reference is made to Table 2.

Table 2: Total Truck Movements (Source: Mayfield Concept Plan Approval 'MP 9_0096')

Project Element	Construction	Operation	Applicable Section of the TMP	Appendix
Existing Terminal		X	Section 7	<ul style="list-style-type: none"> App B (terminal parking and access)
Stage 3 Terminal	X		Section 7	<ul style="list-style-type: none"> App C (Construction parking)

4 HOURS OF OPERATION

The operational terminal operates 24 hours per day, seven days a week and 365 days a year. The Terminal is normally manned from 07:00 to 15:30, Monday to Friday. As well as, additional hours due to shipping discharge operations; which may require day/night activities and weekend attendance including access to Mayfield Berth No 7 (M7).

Stage 3 construction activities are between the hours 07:00 to 18:00, Monday to Friday and 08:00 to 13:00 on Saturdays for the duration of the construction phase. There will be no construction activities on Sundays and Public Holidays.

5 INDUCTION PROCESS

All personnel and equipment must be inducted prior to the commencement of any works on the Stolthaven Terminal Site. The induction process will include the following:

- Operational access route and traffic movement within terminal boundary; compliant with OneSteel traffic management for entry and exit through the gatehouse;
 - Heavy vehicle access and egress routes
 - Preventing heavy vehicle movements on residential streets
- The use of compression braking while in the Industrial Drive and terminal area;
- The minimisation of noise related activities;
 - Reversing alarms within the terminal area; and
 - Compression braking
- Vehicle induction; and if applicable
 - Compliant with Safe to Load practices; and
 - Dangerous Goods certification
- General road and traffic rules.

The terminal induction process will also include loading and/ or unloading within the terminal; where competency is determined through a formal practical assessment.

5.1 ROAD TANKER INDUCTION

All road tanker equipment that is to be utilised at Stolthaven Newcastle must fulfill the induction criteria. Any road tanker that is to complete works on site must comply with, and be used in accordance with, the relevant requirements of the NSW dangerous goods legislation and the Australian Dangerous Goods Code (ADG Code) at all times. Stolthaven also follows the Safe Load Pass industry guidance.

Stolthaven personnel must complete the Equipment Induction Checklist, which requires a thorough visual inspection. The obtained data is then correlated to the information provided by the respective carrier, which is then confirmed and logged within a Fuels Manager database.

Upon completion of the induction process, all accepted vehicles will be issued an induction sticker, which is applied to the lower right-hand corner of the windscreen of the prime mover. As well as, an 'equipment card' which identifies an authorised group of equipment.

6 TERMINAL OPERATIONS

6.1 FUEL RECEIPT BY ROAD TANKER AND ISOTAINER

Biodiesel and Additive is delivered by road tanker and isotainers into the terminal. Biodiesel will be pumped from the site gantry facility into either the 500m³ tank (NN4) or a 4,200 m³ tank (NN7), while the additive delivery will be pumped into the 50m³ additive tank (AT1).

The road tankers and/or isotainers will enter the terminal via a driveway from Steelworks Road. Under direction of terminal staff, the vehicle will proceed into the unloading bay (bay 3); where tanker brakes will be applied. Earthing connections are established prior to the commencement of any unloading; to prevent the build-up of static electricity during the fuel transfer.

Once the unloading operation is complete the road tankers and/or isotainers will leave the terminal via a driveway into Steelworks Road.

6.2 FUEL DISPATCH BY ROAD TANKER

Entry into the terminal will be via Steelworks Road. To enter the facility the driver of the road tanker must have authorised swipe card access; this is achieved by completing the induction process. Each road tanker is fitted with overfill and static protection which will be maintained through a Safe to Load program.

During loading operations, regular operation of a dead-man button is required by the road tanker driver; this is inclusive of the gantry emergency shutdown system. If the dead man is not activated within the designated time frame, all loading operations will cease for the road tanker. On completion of loading at the facility, the road tanker will exit via a driveway onto Steelworks Road back towards the Industrial Highway, *see Appendix A: Access Route to Terminal*.

7 OPERATIONAL, STAGE 3 CONSTRUCTION TRAFFIC MANAGEMENT

Entry and exit for operational and Stage 3 construction movements will be from Steelworks Road, which is controlled by the OneSteel gatehouse. The following may require operational access:

- Operational vehicles and staff;
- Road tankers and Isotainers;
- Contractor vehicles;
- Delivery vehicles;
- Emergency services vehicles;
- Port operational vehicles;
- Site visitors;
- Koppers vehicles for access to their facility at the end of Steelworks Road;
- Service contractors for water, telephone and electricity.

7.1 ACCESS ROUTE

7.1.1 ENTRY ROUTE TO TERMINAL & CONSTRUCTION SITE

1. Entry via Ingall Street intersection from Industrial Drive, which is controlled by traffic lights.
2. Proceed to OneSteel gatehouse; enter through OneSteel gatehouse turning right.

Note: The speed limit within this section of road is 40 km/h (excluding Gatehouse which is 20km/h); beware of traffic entering the road from the left (Bull Street).

3. Approximately 300 metres from the gatehouse is a controlled intersection with a STOP sign for vehicles entering into Steelworks Road from Iron Ore Road to stop and give way to vehicles coming down Steelworks Road.
4. Proceed along Steelworks Road, veer to the left to continue down Steelworks Road until a controlled rail crossing,
5. Continue with caution over the rail crossing and continue along road to the Terminal entry on the left.

Entry for Stage 3 construction vehicles and contractors will be via swing gates on the left-hand side of Steelworks road. Signage will indicate entry/exit areas, *see Appendix A: Access Route to Terminal*.

Entry for road tankers into the terminal will be via entry gates south of the load gantry using a swipe card for gate entry, *see Appendix A: Access Route to Terminal*. There is a truck parking area in front of gates before entry into the load gantry area, *see Appendix B: Terminal Access Route and Parking*.

7.1.2 EXIT ROUTE

Exit for road tankers will be via automated gates; north of the load gantry, turning right to enter Steelworks Road. The traffic flow will be minimal as this is at the end of Steelworks Road.

Exit for all other contractors, staff & visitors will be via the entry driveway turning right onto Steelworks Road. Care will need to be taken on exit due to road tanker entry, *see Appendix B: Terminal Access Route and Parking*.

7.1.3 ACCESS ROUTE CONTROLS

There are number of controls for the above listed access route:

- Two signs to indicate route direction.
 - At the OneSteel gatehouse; and
 - At the intersection of Steelworks Road and Iron Ore Road.
- The Induction process to indicate:
 - The operational access route; and
 - Parking within terminal & construction areas.

7.2 PARKING

Staff and visitors to the operational terminal will park in the designated car park, which is marked “*rear in parking only*”. Road tankers are instructed to park at the entry gates. However, when the parking area in front of the entry gates is full (one per bay), the remaining road tankers are required to park in the designated area on Steelworks Road, this parking area is 12 metres back from the terminal entry on the west side of Steelworks Road; this is designated by a line marking. There is enough parking for three 25 metre B doubles, *See Appendix B: Terminal Access and Parking*.

Stage 3 construction parking will be inside the construction area on Stolthaven leased land, parking signage will be displayed, *See Appendix E: Stage 3 Construction Parking*.

No heavy vehicles are to travel through or park on any residential streets in surrounding suburbs.

7.3 TRAFFIC MANAGEMENT WITHIN TERMINAL BOUNDARY

7.3.1 TERMINAL ENTRY

1. Entry for road tankers into the terminal will be via the entry gates south of the load gantry using a swipe card for gate entry.
2. The road tanker driver must align with the load bay they would like to enter at the entry gates.
3. Drivers are to STOP at the entry gates and apply the park brakes on the road tanker.
4. The driver must then proceed to enter the “driver’s room” via a pedestrian gate, which will require an authorised personnel card (for access) to collect the ‘Authority to Load’ paperwork, if required.
5. Once the driver has received an ‘Authority to Load’, they will proceed to the gate and swipe their authorised access cards to gain entry into the terminal facility.

Note: Drivers with open orders can proceed directly to the gate entry, swipe their access cards and enter the terminal.

6. The gate will open once the required gate is selected; there is a three-minute time delay on the entry gate to allow the driver adequate time to move their vehicle into position.

Note: Gates open inward with the direction of traffic. Selecting Gate 1 will allow entry to Loading Bays 1 and 2, selecting Gate 2 will allow entry to biodiesel and additive unloading and loading in Bay 3 and loading in Bay 4.

7. The driver can proceed into the selected load bay to commence loading.

7.3.2 TERMINAL EXIT

1. On completion of loading, the road tanker is to remain in the load gantry until the driver has completed or received their paperwork.

Note: If there is an issue with paperwork the road tanker is to remain in the load gantry until the paperwork issue is resolved.

2. Once the driver has received the paperwork and the load gantry traffic light indicates green, the road tanker can then proceed to the exit gate.
3. Exit for road tankers from the terminal will be via the automated gates north of the load gantry, turning right to enter Steelworks Road. The traffic flow will be minimal as this is at the end of Steelworks Road.

Note: The exit gate has sensors in the roadway allowing the road tanker to exit without the driver getting out of his truck. Gates open outwards with direction of traffic.

7.3.3 PARKING WITHIN THE OPERATIONAL TERMINAL BOUNDARY

There may be a requirement for a road tanker to be parked within the terminal boundary. In this case, the parking of a road tanker within the terminal boundary will only be allowed with the approval of Stolthaven personnel.

Once approved the road tanker will be located on the exit roadway within the terminal at the top of the turning exit circle; there is sufficient space for one 25 metre B double only, see *Appendix B: Terminal Access Route and Parking*.

Note: If the road tanker is in load bay 1, one driver may proceed to park directly in the designated area. If the road tanker is in any other bay, the driver will need to exit the terminal through the exit gates and return to the entry gates of load bay 1. The driver will be required to wait if this load bay is occupied by another road tanker. Once the road tanker has completed its load and the load bay is clear the driver can drive through load bay 1 and park in the designated parking area.

The road tanker will remain in the designated area until the issue is resolved. The release of the road tanker will be given under the direction of Stolthaven personnel.

8 INCIDENT/ ACCIDENT REPORTING

If an incident is to occur, site personnel will follow direction given by the terminals: Emergency Response Plan (ERP) and Pollution Incident Response Plan (PIRMP).

All incidents within the operational access route will be reported in accordance with the Stolthaven Incident/ Accident reporting procedures. The incident will be managed by the Site Operations Manager or the Site Superintendent.

9 COMPLAINTS

If complaints are received, the Site Operations Manager (or delegate) must complete an Incident Report Form (EcoPortal) to record details of the occurrence and actions taken. Where applicable, completed forms should detail the following:

- the date and time of the complaint
- the method by which the complaint was made
- any personal details of the complainant which were provided by the complainant or, if no such details were provided, a note to that effect
- the nature of the complaint
- location of complainant during time of incident, and general area in which the incident was located
- if known, identification of non-project related traffic activities and location at time of incident
- meteorological conditions at the time of the incident
- the action taken by Stolthaven in relation to the complaint
- any follow-up contact with the complainant
- if no action was taken by Stolthaven, the reason why no action was taken.

All records should be kept in a legible form, or in a form that can readily be reproduced in a legible form and kept for at least four years after the complaint or event to which the compliant is related. In the case that any authorised officer of the EPA requests to see them they should be produced for review.

10 ASSOCIATED DOCUMENTATION

1. Development Approval (SSD 7065)
2. Environmental Protection Licence (20193)
3. Emergency Response Plan (ERP)
4. Pollution Incident Response Plan (PIRMP)
5. Stolthaven Loading Assessment
6. Traffic Impact Assessment (AECOM, 2015)
7. Equipment Induction Checklist
8. Stolthaven Operations Induction Package
9. Stage 3 Construction Induction Package

APPENDIX A: ACCESS ROUTE TO TERMINAL/STG 3 CONSTRUCTION



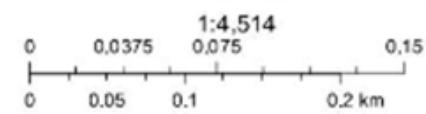
Stage 3 Construction



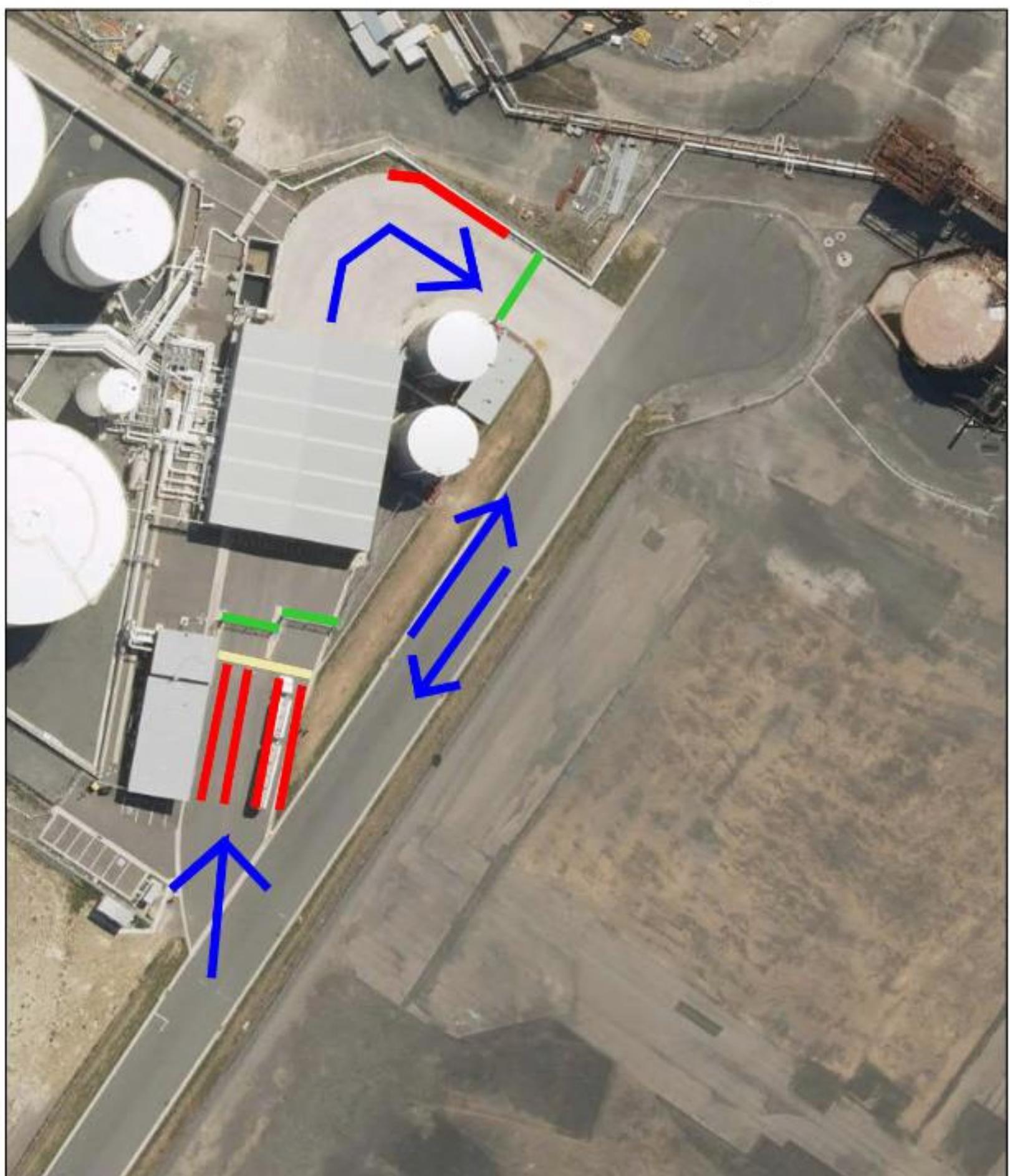
Stolthaven Terminal/Loading Facility



Mayfield 7 Berth



APPENDIX B: TERMINAL ACCESS ROUTE AND PARKING



August 3, 2018

1:1,128
0 0.0075 0.015 0.03 mi
0 0.015 0.03 0.06 km

N

Security Gates

Main Entry

Parking Bay

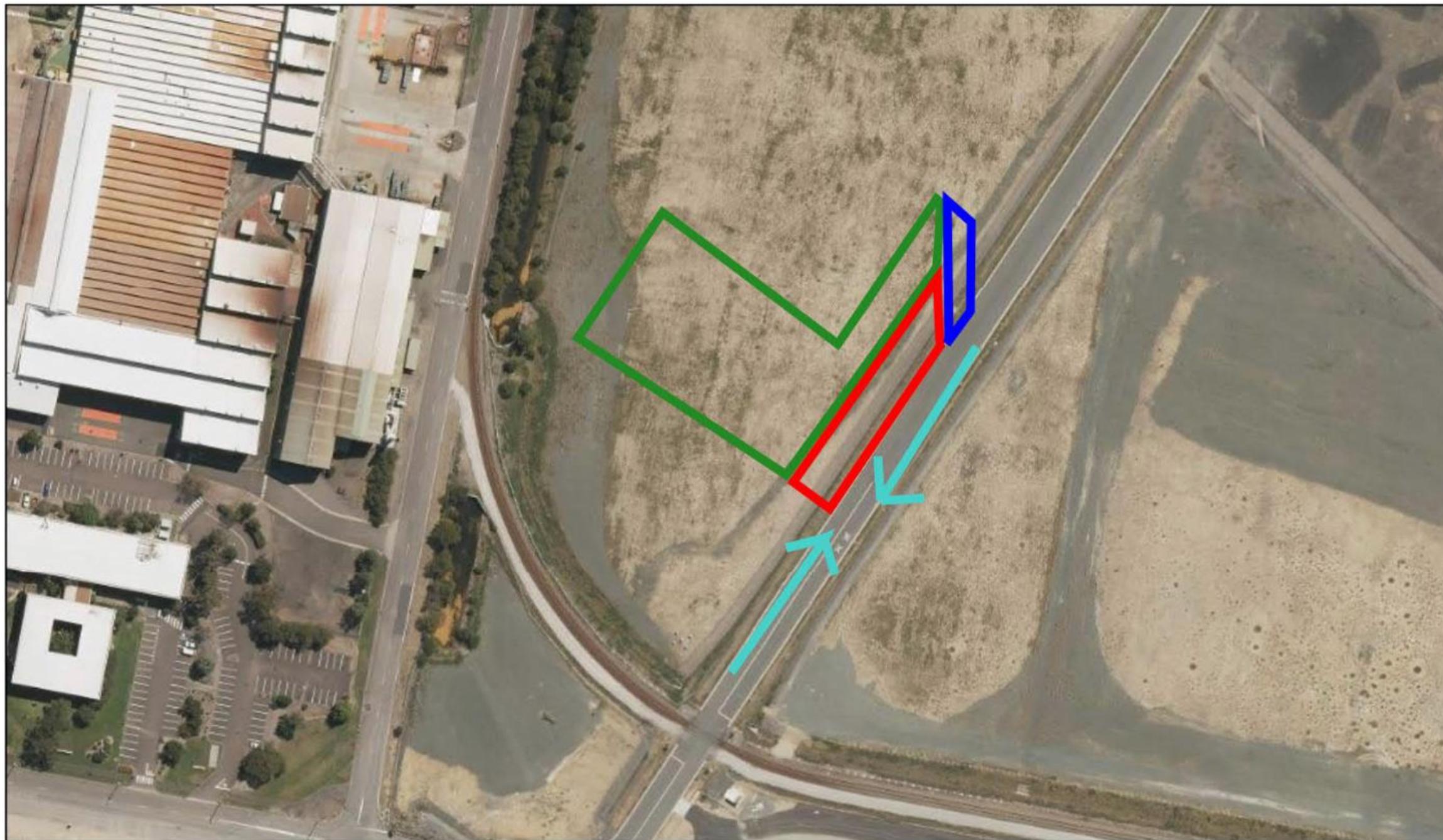
Direction of Traffic & Entry and Exit Direction

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APPENDIX C: TERMINAL ACCESS ROUTE AND PARKING



July 24, 2018

— Laydown Area
— Construction Vehicle Access

— Site Huts and Parking
— Direction of Traffic

1:2,257
0 0.0175 0.035 0.07 mi
0 0.03 0.06 0.12 km

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