

FREMANTLE PORTS


TRAFFIC MANAGEMENT PLAN FACT SHEET

PLANNING BRANCH



Introduction

The management of traffic is important to the operation of the port to provide the safe and efficient movement of vehicles. This fact sheet will assist applicants to complete a comprehensive Traffic Management Plan which is required when applying for Planning Approval. It includes a glossary of clarifications explaining the individual requirements of the checklist. Should you have any further queries regarding the Traffic Management Plan Fact Sheet, please contact Fremantle Ports' Logistics officer on (08) 9430 3356.

	Checklist Traffic Management Plan
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Site location:	
Tenant:	
Prepared by:	

	Completed		If No, provide explanation
	Yes	No	
TRAFFIC MANAGEMENT PLAN CONSIDERATIONS			
Assessing traffic volumes			
External queuing			
External parking			
Site diagrams (i) Intended traffic flows (ii) Type & locations of any signage and any other indicator markings (iii) Diagrammatic assessment of maximum vehicle capacity			
Site personnel & visitor safety, including inductions and instructions to pedestrians			
Ensuring speed limits			
Outside your site: (i) External queuing (ii) External parking (iii) External effects of disruptions at your site			
Changes in demand: (i) Growth (ii) Peak demands (iii) Congestion			
Responsibilities, correcting breaches, revision: (i) Responsibilities (ii) Immediate breach actions (iii) Corrective actions (iv) Revision policy			
Applicability between sites			

Clarifications

Assessing traffic volumes - Consider providing an overview of your regular working day and peak activity (e.g. Christmas, livestock arrival, bulk run, etc.) activities.

Site diagrams - At least one diagram showing:

- (i) Intended traffic flows - Also showing flows during various scenarios (e.g. if there is one entrance and one exit, what happens to traffic if the exit is blocked, what happens if a key section of the site is blocked, etc.). How do you minimise interaction between various forms of machinery and visiting traffic?
- (ii) Location of any signage (speed limits, pedestrian warnings, etc.) and the markings for any lanes, parking bays, pedestrian walkways, driver safety bays, twist lock/load restraint areas (if necessary), etc. Consider noting any hazards to be avoided.
- (iii) Vehicle capacities - Confirmation of how many vehicles and types on your site at any one time.

Site personnel and visitor safety - Are visiting drivers/personnel expected to wear PPE? If yes, of what kind? Do visitors/visiting drivers require an induction or any other authorisation to enter your site? How do they do this? How do you ensure pedestrian safety within your site? Who is responsible when breaches occur? You should consider whether there is value in issuing or making available instruction cards to first-time arriving drivers. If so, how often is this updated?

Speed limits - Many sites have a speed limit. How do you check whether vehicles are keeping to the speed limit?

Outside your site- Traffic effects that your operations have on those outside of your site include:

- (i) Queuing outside of your site - Queuing on access ways is dangerous. Queuing on North Quay roads is being progressively phased out. In the future, there may be penalties for any queuing, regardless of length of time. Consideration should be given to ensuring that all regular to heavy volumes are clearly calculated and evidence is provided (e.g. through diagrams or data tables) to show how these are kept within your site boundaries.
- (ii) Parking outside of your site - Queuing or parking on public roads in North Quay is not permitted. What steps do you have in place to prevent vehicles intending to visit your site from parking on public roads? Who enforces this? (Please note: It is the duty of all of the port community to ensure that we all do everything we can to avoid drivers/commuters/pedestrians being faced with the uncertainties and confusion caused by vehicles queued/parked on roads.)
- (iii) Interaction between traffic visiting your site and non-related traffic - Some sites have processes which can cause unintended consequences for non-site related traffic. Show that you have reviewed what effects an adverse or other event on your site may have to non-related traffic (e.g. blockage of access to a neighbour's premise) and how you intend to overcome those situations.

Changes in demand:

- (i) Growth - At what percentage growth would you consider a need to change your plan? While it is often difficult to predict the future, if you could imagine a growth in demand of this scale, what changes would you envisage to your plan? Are there scenarios where a negative change in demand would warrant a change in your plan and what would these be?
- (ii) Peak demand - For situations such as peak demand (e.g. Christmas, grain season, etc.) or unintended congestion (e.g. machinery breakdowns) or emergency situations, it would be valuable to show how you have alternatives/scenarios to cope with these more extraordinary traffic demands on your site.
- (iii) Congestion management - Should there be peaks in demand, unintended congestion or emergency situations, where traffic cannot be contained within the site boundaries, or must be cleared, Fremantle Ports has provided a Truck Marshalling Area and Congestion Management System. The Congestion Management System is available to all on-port site operators. You should describe how you would operate with the Congestion Management System and how you would direct vehicles to the Truck Marshalling Area and then call them to your site, as required, when the situation has cleared. Who would be responsible for enacting this? Instruction on the use of the Congestion Management System is available from Michael Pal on 0419 954 093.

Responsibilities, correcting breaches, revision:

- (i) General overview of responsibilities - In general, it is a valuable reference to have a central list noting who is responsible for what aspects of the Traffic Management Plan (e.g. who decides that there is site congestion and the Congestion Management System needs to be enacted, who may change the Traffic Management Plan, who is contacted if an event occurs after hours, etc.) including contact and after-hours numbers.
- (ii) Breaches of any on-site regulations - Very occasionally, breaches may occur, which may slip past all your preventative measures. Who is responsible for dealing with those actions? What are the immediate consequences of a breach (preventative actions to prevent accidents) and short/medium term actions once the situation has cleared (warnings on first occurrence, site bans, etc.)?
- (iii) Corrective actions - Occasionally, there may be breaches of your on-site traffic requirements, which, through the planning you have done, you have caught and stopped. You should consider a review process to ascertain and record what may have occurred for corrective action.
- (iv) Revision policy - How often is this Traffic Management Plan reviewed and by whom?

Multiple sites - If you have multiple sites, do the instructions apply equally to all sites? What are the differences?



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