



Deicorp Pty Ltd

Driver's Code of Conduct

87-89 John Whiteway Drive, Gosford

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Table of Contents

1	General Requirements	4
2	Heavy Vehicle Speed	4
3	Heavy Vehicle Driver Fatigue	4
4	Heavy Vehicle Compression Braking	5
5	Heavy Vehicle Noise	5
6	Covering Loads	6
7	Heavy Vehicle Departure and Arrival	6
8	Heavy Vehicle Breakdown and Incidents	6
9	Complaints and Compliance Measures and Monitoring	7
10	Emergency Contact Numbers	8
11	Driver's Code of Conduct – Site requirements.....	8

List of Appendices

Appendix A – Vehicle Movement Plan

1 General Requirements

This Driver's Code of Conduct has been prepared for the excavation and construction stages of a proposed residential unit development at 87-89 John Whiteway Drive, Gosford. All drivers of heavy vehicles hauling spoil from the site or delivering materials, equipment or machinery to the site must:

- 1) Hold a valid driver's licence for the class of vehicle that they operate;
- 2) Operate the vehicle in a safe manner on public roads and within the site;
- 3) Comply with the direction of authorised site personnel when entering, leaving or within the site;

This Drivers Code of Conduct complies with Condition C20 of development consent SSD-10321 MOD 2. Condition C20 states:

'A Driver Code of Conduct must be prepared and communicated by the Applicant to heavy vehicle drivers and must address the following:

(a) minimise the impacts of earthworks and construction on the local and regional road network;

(b) minimise conflicts with other road users;

(c) minimise road traffic noise; and

(d) ensure truck drivers use specified routes.'

2 Heavy Vehicle Speed

Increased speed means not only an increased risk of crashing but also increased severity if an accident occurs. A study undertaken for the Australian Transport Safety Bureau found that travelling 10 km/h faster than the average traffic speed can more than double the risk of involvement in a casualty accident. (Source Transport for NSW (TfNSW)).

There are two types of speeding:

- 1) Where a heavy vehicle travels faster than the posted speed limit; and
- 2) Where a driver travels within the speed limit but because of road conditions (e.g., increased traffic movement, parked cars creating a narrower street, fog or rain) this speed is inappropriate. (Source TfNSW).

Drivers and truck operators are to be aware of the "Three Strikes Scheme" introduced by Transport for NSW (TfNSW) which applies to all vehicles over 4.5 tonnes. When a heavy vehicle is detected travelling at 15 km/h or more over the posted or relevant heavy vehicle speed limit by a mobile Police unit or fixed speed camera, TfNSW will record a strike against that vehicle. If three strikes are recorded within a three year period, TfNSW will act to suspend the registration of that vehicle (up to three months). More information is available from the TfNSW website. Vehicle speeds on public roads are enforced by the NSW Police Service.

3 Heavy Vehicle Driver Fatigue

Fatigue is one of the biggest causes of accidents for heavy vehicle drivers. The Heavy Vehicle Driver Fatigue Reform was therefore developed by the National Transport Commission (NTC) and approved by Ministers from all States and Territories in February 2007.

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). Under the law, industry has the choice of operating under three fatigue management schemes:

- 1) Standard Hours of Operation
- 2) Basic Fatigue Management (BFM)
- 3) Advanced Fatigue Management (AFM)

All heavy vehicle drivers hauling spoil from the site or delivering materials, equipment or machinery to the site are to be aware of their adopted Fatigue Management Scheme and operate within its requirements.

4 Heavy Vehicle Compression Braking

Compression braking by heavy vehicles is a source of irritation to the community generating many complaints especially at night when 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 or isolated farmsteads a reduction in the speed of the vehicle is recommended to reduce the instances and severity of compression braking. Due to the relative proximity to homes along the access routes to and from the site, drivers are requested to limit the noise created in this area as much as possible.

5 Heavy Vehicle Noise

Table 1: Site Operating Hours

Activity	Day	Time
Removing Spoil/ Delivery of materials, equipment, and machinery	Monday - Friday	7:00am to 6:00pm
	Saturday	8:00am to 1:00pm
	Sunday and Public Holidays	Nil

The following activities may be conducted on site outside of these hours specified in Table 1;

- a) delivery of materials as requested by Police or other authorities for safety reasons; and
- b) emergency work to avoid the loss of lives, property and/or to prevent environmental harm.

In such circumstances the Construction Supervisor must notify EPA and affected residents prior to undertaking the works, or within a reasonable period in the case of an emergency.

6 Covering Loads

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

All trucks arriving at or departing from the site whether loaded with material or not 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 are removed prior to leaving the site. Drivers must ensure that, following tipping, the tailgate is locked before leaving the site.

The Construction Supervisor is to monitor loose material on the haulage routes to and from the site and take appropriate action (removal or suppression) regularly.

7 Heavy Vehicle Departure and Arrival

All heavy vehicles are to enter and exit the site via Gosford's road network in accordance with the routes shown in the Vehicle Movement Plan at Appendix A.

Heavy vehicles travelling in close proximity on dual lane public roads can be of concern to light vehicle drivers as well as increasing noise through or adjacent to residential areas. To alleviate public concern and increase road safety, heavy vehicles leaving the site should try to be separated by a minimum, 2 minute interval.

It is difficult to schedule arrivals to the site (except at the commencement of work for the day) due to the different directions of approach from external jobs and the varying job completion times, however, when a driver becomes aware, through visual contact or two-way contact between trucks, that they will arrive at approximately the same time then they are to ensure that there is a suitable gap between vehicles.

8 Heavy Vehicle Breakdown and Incidents

In the case of a breakdown the vehicle must be towed to the nearest breakdown point as soon as possible. All breakdowns must be reported to the TMC (Transport Management Centre) on 131 700 and the vehicle protected in accordance with the Heavy Vehicle Drivers handbook.

To ensure that traffic impacts are minimised in the event of an incident, rapid response from the haulage company is required. In order to ensure rapid response to incidents drivers are encouraged to contact the TMC on 131700, as soon as the stranded vehicle and load is safely secured.

If there is a product spill while loading/unloading or en-route the driver must:

- 1) Immediately warn persons in the area who may be at risk;
- 2) Inform the site manager immediately so that Emergency services can be contacted, and a clean-up initiated;
- 3) All spills must be adequately cleaned up and waste disposed of in an acceptable and environmental manner;

- 4) Put out warning triangles where it is safe to do so;
- 5) Contact the NSW Police Service.

9 Complaints and Compliance Measures and Monitoring

To assist in the orderly resolution of complaints, the Site Manager will keep a register itemising all reported incidents relating to complaints in regard to heavy vehicle driver conduct.

The incident register is to include (where possible):

1. Date of the complaint.
2. Time of the complaint.
3. Name of the complainant (if available).
4. How the complaint was received.
5. Detailed description of the complaint (including location, driver/heavy vehicle details
6. What / when actions were taken to resolve the issue; and
7. The reply to the person / organisation that made the complaint.

Once the Site Manager is satisfied that the complaint is substantiated, an investigation of the location and causes of the complaint will be undertaken. Following investigation of the issue, the Site Manager will provide feedback to the complainant that details the investigations undertaken, the result of the investigation and measures implemented to ensure that operations remain compliant. A description of any follow-up investigations and the response provided to the complainant will also be recorded in the *Complaints Register* upon satisfactory closure of the issue.

The site incident register is to be made available, upon request, to an authorised State government or Council officer.

In addition to the register, any breach of the Code of Conduct will result in the offending driver being placed on a **Driver's Code of Conduct Disciplinary Action Register**.

There are 3 stages to the process:

1st Warning – Driver will be warned for the breach and entered into the register.

2nd Warning – Driver will be warned for the breach, entered into the register and the company of the driver will be notified that a second breach of the site rules has occurred by the offending driver. The result of this second breach will result in the driver being banned from the site for a period to be determined by the Site Manager, depending on the severity of their actions.

3rd Warning – The driver will be banned, and the company of the driver will be notified of the ban period imposed on the driver.

10 Emergency Contact Numbers

- 1) Transport Management Centre – 131700
- 2) Central Coast Council – (02) 4324 7891
- 3) NSW Police Service (Gosford) – (02) 4323 5599
- 4) Site Manager – TBC

11 Driver's Code of Conduct – Site requirements

WHEN ENTERING SITE:

- Read and agree to **Drivers Code of Conduct**;
- Minimise the use of compression brakes in close proximity to residential areas;
- Traffic management plan, location of tarping, un- tarping, tip off and where to adjust their load;
- Emergency evacuation muster point – remain calm and wait for instructions from Emergency Wardens;
- It is preferable you do not exit your vehicle whilst being loaded, if you are required to do so you must notify an operator if you intend of getting out of your vehicle;
- Do not climb on the tyres or any part of the truck where there are no stairs;
- PPE to be worn on site;
- Hard Hats to be worn everywhere on site when out of your vehicle, except when parked up and going to amenities;
- Children and pets are not permitted on site unless authorised;
- Mobile phones are not to be used unless they are hands free;
- Location of policies and directives and you may be required to undertake random drug and alcohol testing while on site;
- First aid kits, fire extinguisher and spill kits.

WHEN LEAVING SITE:

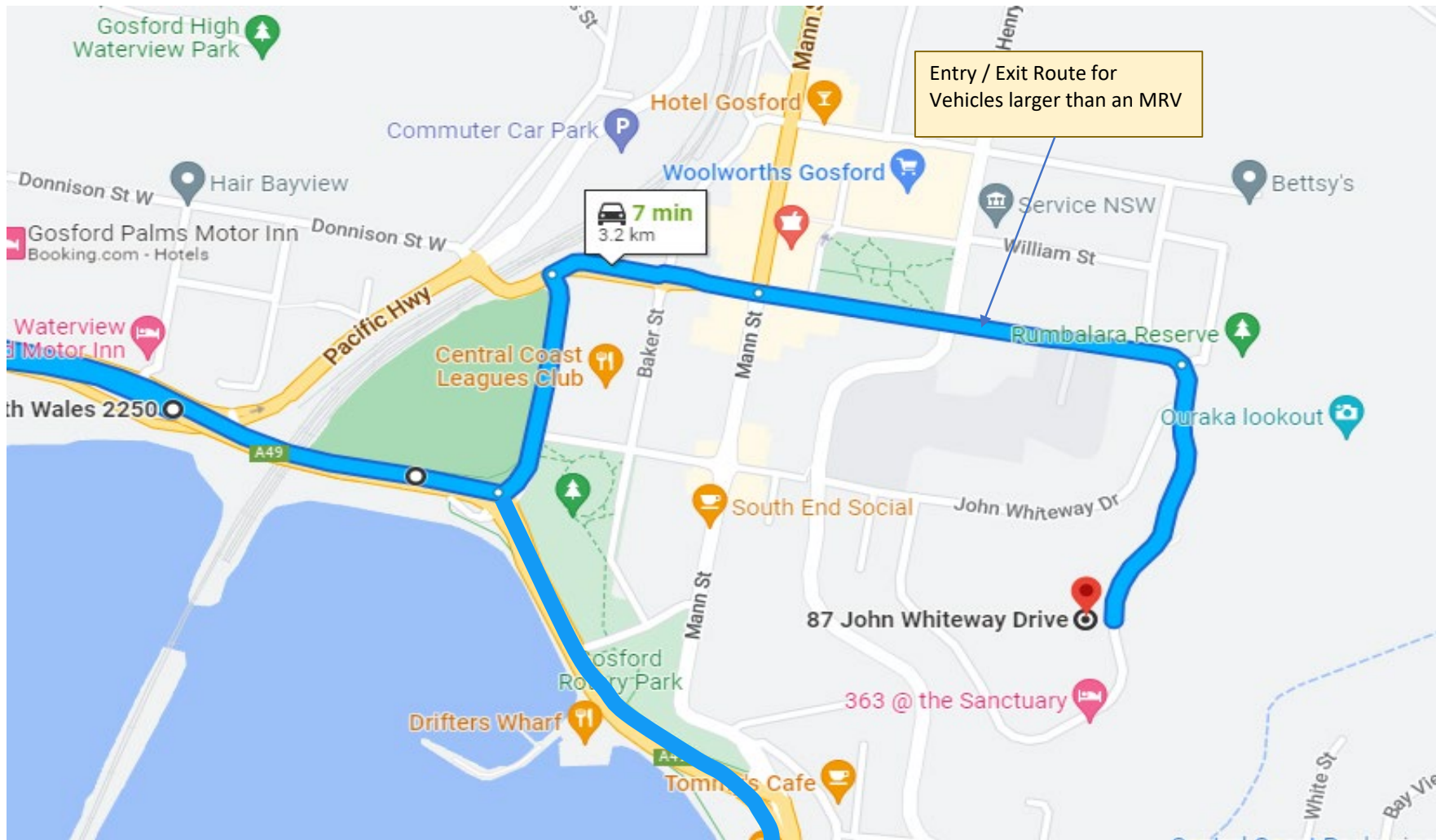
- **All loads must be covered before leaving site**
- When leaving site, minimise the use of compression brakes through the residential areas;
- Trucks leaving site shall be separated by 2-minute intervals.

Only relevant to Visitors in addition to above

- Visitors are to be accompanied by an employee;
- Pedestrians are not permitted in areas while machinery is operating, remain in designated walkways;
- Report all incidents and hazards immediately to the site supervisor/manager.

Appendix A – Vehicle Movement Plan

87-89 John Whiteway Drive, Gosfrord
Vehicle Management Plan



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