

# LYTTELTON PORT OF CHRISTCHURCH TRAFFIC RULES AND MANAGEMENT

## CONTENTS

1. Introduction.....	1
2. Road Network.....	2
Direction of Travel.....	2
Main Port Intersection.....	3
Speed Limits.....	3
Railway Crossings.....	3
Operations Areas.....	4
Container Terminal Access.....	4
Pedestrian Facilities and Routes.....	4
Parking.....	5
Wharf Loading Limits.....	5
3. Vehicle Requirements.....	6
4. Port User / Driver Requirements.....	7
Personal Protective Equipment (PPE).....	7
Driver Requirements.....	7
Cell Phone Usage.....	7
5. Traffic Management Plan Requirements.....	8
6. Three Strikes Policy.....	9

## MAPS

- Map 1. Road Names
- Map 2. Traffic Priorities & Directions
- Map 3. Speed Limits
- Map 4. LPC Operations
- Map 5. LCT Access
- Map 6. Non-Motor Vehicle Modes
- Map 7. Car Parking
- Map 8. Deck Loading Plan
- Map 9. Minimum PPE Requirements

# 1. INTRODUCTION

This document sets out the expectations for all people moving within the Lyttelton Port of Christchurch (LPC). It is intended for use by LPC staff, Port Users, visitors and employees of other companies who work or visit the port.

The port is a complex and dynamic environment, therefore this document is intended outline the overarching traffic rules. Any situation specific traffic management plans that may be in place must align with this document. The traffic and movement rules contained within this document apply to all general movement areas within the port. For specific operational areas (for example within the Lyttelton Container Terminal or C3 operational areas) site specific rules and procedures apply and should be adhered to.

LPC has a goal of 'Home Safe Everyday' for all port workers and users, which forms the basis of the LPC Health and Safety System. This document is part of a hierarchy of documents in terms of safe movement within the port as shown below.



Failure to comply with the rules set out in this document will trigger the disciplinary process outlined in Section 6.

## 2. ROAD NETWORK

Prior to entering the port, users must be familiar with the particular requirements of the areas they need to pass through to access their destination within the port. If you arrive at the port and are unsure of where to go and what the traffic rules are, notify security at the main gate and they will escort you to your destination or alternatively contact your LPC host. The names of roads controlled by LPC and in the area surrounding the port are shown in **Map 1**.

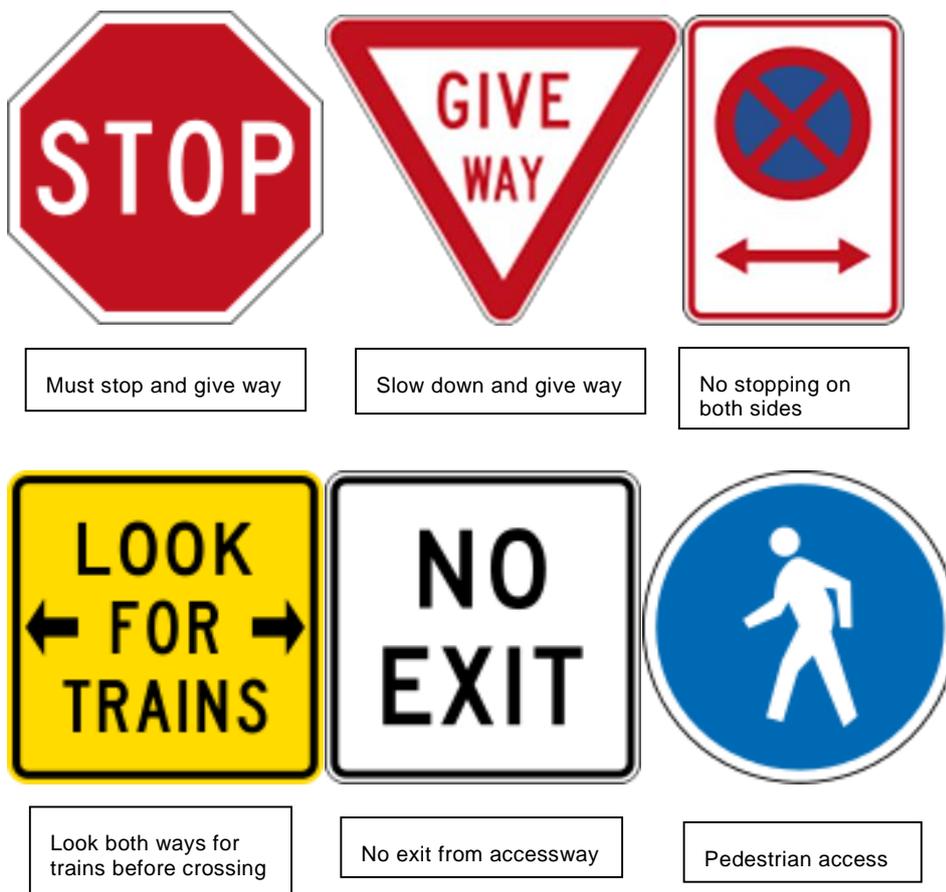
This document explains business as usual operations. From time to time the operation of the traffic network will be different due to particular circumstances and temporary traffic management plans. Information about temporary changes is sent by email to frequent port users and is also provided here:

<http://www.lpc.co.nz/about-us/news/>

Road rules within the port are generally consistent with the rules of public roads. Traffic signs used on public roads have the same meaning when erected within the port:

- Speed limit signs denote the maximum speed limit
- Stop and Give Way rules apply
- Railway crossing signs require vehicles and pedestrians to look for trains

A selection of traffic signs used within the port and their meanings are shown below.



### DIRECTION OF TRAVEL

Generally, roads within the port are two-way and are marked with a centreline. Where no centreline is marked, traffic must keep to the left. There are two locations within the port where restrictions are in place as shown in **Map 2**:

- Under normal operation the single lane priority road rule applies on the No.1 Breastworks Roadway, with east bound traffic having right of way.
- There is no entry between the west end of the No. 1 Breastworks Roadway and the Oxford St overbridge. Vehicles wishing to travel from the Inner Harbour to the Outer Harbour and vice versa must use the Oxford St overbridge, Norwich Quay and the main security gate.

There is provision for operational purposes to open the No.1 Breastworks Roadway and access the road beneath Oxford St to two way traffic under traffic management control.

Any vehicles wishing to make alternative manoeuvres to the above need prior consent by submitting a Traffic Management Plan and Risk Assessment to the General Cargo Manager and gaining approval for the plan.

## MAIN PORT INTERSECTION

Immediately after entering the port through the main security gates you approach the 'main port intersection'. The priorities at the main intersection follow NZ road rules and are explained below and shown in **Map 2**:

- Trains have first priority at this intersection. If a train is approaching or the signals are flashing, you must stop behind the limit line until the signals stop flashing and the train has passed.
- Vehicles approaching from the proximity card access gate and the Inner Harbour have joint second priority (blue vehicles in Map 2).
- Vehicles approaching from the manual access gate and Cashin Quay must give way (red vehicles in Map 2). Normal give way road rules apply.

## SPEED LIMITS

The speed limit within the port range is 20km/h under business as usual conditions except for a section of Cashin Quay which has a speed limit of 30km/h. The speed limits, shown in **Map 3**, are enforced within the port.

The speed limit signs, as shown below, may be free standing or incorporated into another sign.



## RAILWAY CROSSINGS

The majority of the railway within the port is operational. The rail corridor is shown on all maps. Whenever you cross a railway line you must look for and give way to trains. Not all railway crossings within the port have signals and bells, however if they do and they are flashing you must stop. You must not park or idle over railway lines. Following is an example of railway crossing signage used at the port.



## OPERATIONS AREAS

No unauthorised person may drive through an operations area as shown in **Map 4**. A person is considered to be authorised when they have been inducted into the specific operations area and have a requirement to be on the site. Any visitors entering an operations area must report to the appropriate site office unless told otherwise beforehand. 'Danger' signage is displayed at the entrances to operations areas, an example of this signage is shown below.



## CONTAINER TERMINAL ACCESS

The route to the Lyttelton Container Terminal (LCT) main gate is shown in **Map 5**. Turning circles must be used to access the end of any queue to LCT or change the direction of travel.

## PEDESTRIAN FACILITIES AND ROUTES

If you are accessing the port by foot, you must walk on the designated yellow walkways and footpaths shown in **Map 6** at all times. No unauthorised pedestrian access is permitted in any operational area.

If you need to access any of the operations areas, contact LPC security and a shuttle bus service will be made available. Ships' crew must use this service for access to vessels. All pedestrians are required to

wear personal protective equipment as signposted whilst on site and make eye contact with all vehicle traffic before entering operations areas.

## **PARKING**

There are designated car parking areas at various locations around the port as shown in **Map 7**. All vehicles accessing the port must park in one of these parking areas where provided. In order to avoid backing out into busy areas, you must reverse park your vehicle where sign posted.

A flashing roof light must be used when parking adjacent to a vessel. When parking adjacent to the railway track, you must ensure that the outer edge of your vehicle is at least 2.75m away from the centre of the track.

## **WHARF LOADING LIMITS**

Wharf decks and bridges around the port are subject to loading restrictions and therefore can only be accessed by approved traffic (vehicles / pedestrians). Areas to be accessed exclusively by pedestrians and 'no go areas' around the port are shown in **Map 8**.

### 3. VEHICLE REQUIREMENTS

All operations vehicles entering operations areas must have roof mounted flashing lights. Vehicles travelling within the Port must, at a minimum, have either roof mounted lights or headlights turned on.

## 4. PORT USER/ DRIVER REQUIREMENTS

### PERSONAL PROTECTIVE EQUIPMENT (PPE)

Minimum PPE as indicated in **Map 9** must be worn at all times except when within a vehicle or building. High visibility clothing and safety footwear must be worn within the port except in public area's.

### DRIVER REQUIREMENTS

Vehicle drivers have a responsibility to drive safely and not put themselves or others at risk.

- A driver must not operate a vehicle in a condition or manner that could cause injury to any person or damage to property.
- Vehicle drivers must not be distracted e.g. by a cell phone – see Cell Phone Usage information below.
- Vehicle drivers have a responsibility to ensure that the vehicle they are driving is safe, certified and fit for use and all loads are tied down/ contained appropriately.
- If a traffic hazard is identified – e.g. uneven road surface, all port users have the responsibility to report this to a supervisor or manager and to the port H&S Manager immediately.
- Make eye contact with heavy plant drivers where you observe that they may not have seen you and are travelling in a similar area to you.
- Seat belts – all vehicle drivers and passengers must wear a seat belt at all times when driving inside the port.

### CELL PHONE USAGE

When driving within the port, you must not use a cell phone in any way unless a legal hands-free kit is used to receive calls. Voicemail should be used as an alternative to receiving calls if a legal hands-free kit is not available. Should you find it necessary to use your cell phone while driving, you are required to stop your vehicle in a safe location. Refer to LPC Cell Phone Policy for more information.

## 5. TRAFFIC MANAGEMENT PLAN REQUIREMENTS

Temporary traffic management plans are situation specific plans that change the way the road network within the port functions or to alert port users to temporary hazards. Temporary traffic management plans are required in the following circumstances:

- Use of No.1 Breastworks Roadway in both directions e.g. when bulk cargo ships are in port. The protocol for how this temporary traffic management plan operates is set out in the LPC one-lane roadway protocol and is overseen by the General Cargo Manager.
- Movement of an over dimension vehicle through the port. Over dimension vehicles travelling within the port must pre-arrange any necessary traffic management and be escorted by a pilot vehicle. The pilot vehicle must be identifiable and have a roof mounted flashing light.
- Discharging of cars off a car ship and loading of cars onto car carriers where this takes place in the roadway. This will need consideration of where new hazards may be created and require the erection of warning signs and possibly STMS control dependent on the location.
- Any situation where a risk assessment has identified a need for extra traffic controls.

## 6. ENFORCEMENT POLICY

To improve port safety and traffic behaviour, critical breaches of these rules and other unsafe practices as outlined below may trigger a formal investigation that may result in formal action. Unsafe practices include, but are not limited to:

- Entering the Port without headlights or flashing roof lights operating
- Exceeding the speed limit
- Manually using a cell phone while driving
- Driving through unauthorised areas
- Having unauthorised passengers in the vehicle
- Tailgating through security gates
- Dangerous driving
- Unauthorised parking
- Any other behaviour deemed to be unsafe practice.

### **Escalating Policy for Individuals**

First Breach: Direct feedback will be given to the person.

Second Breach: Direct feedback will be given to the individual and the Port User (business owner).

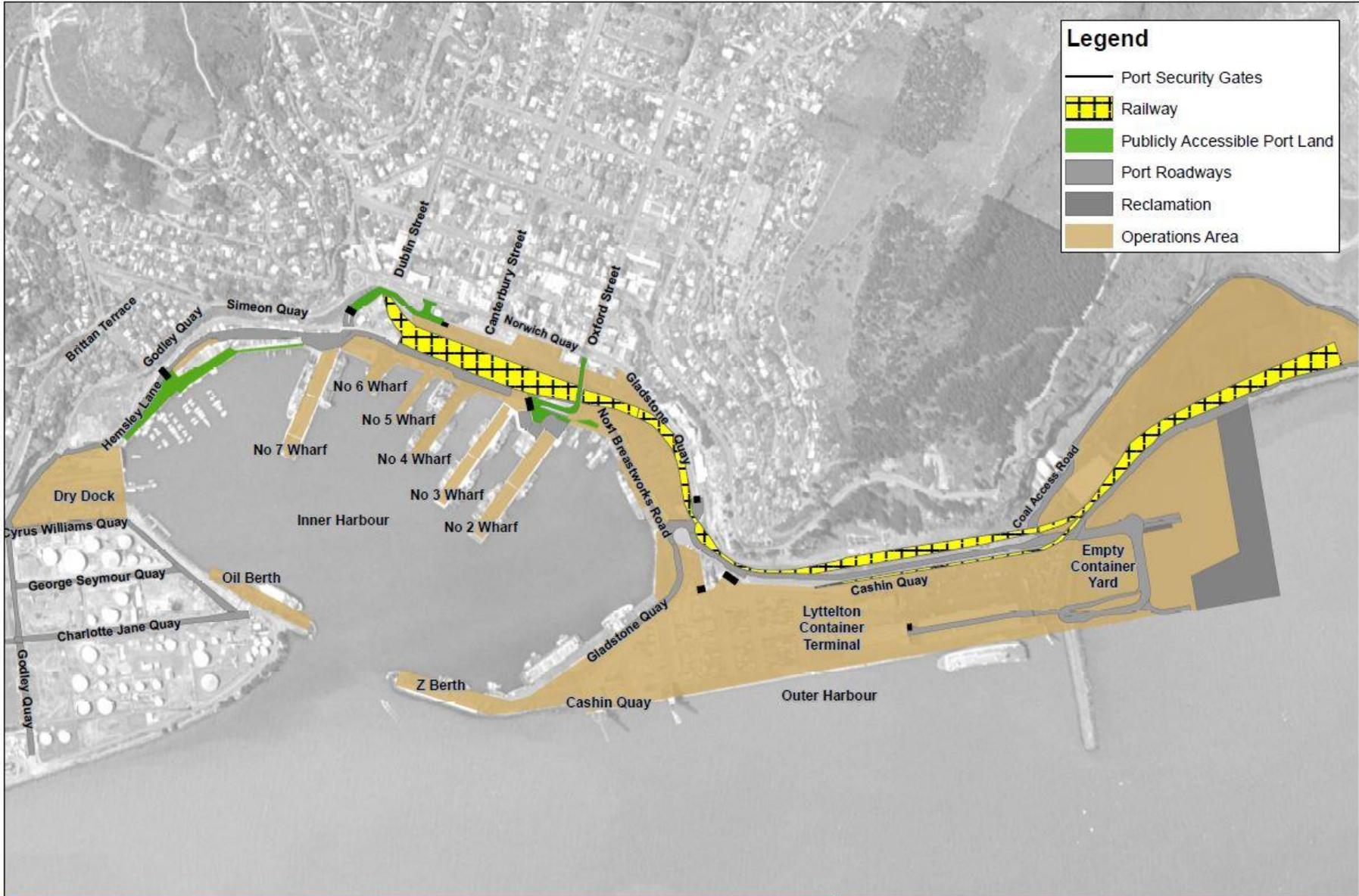
Third Breach: LPC Senior Manager will meet with the Port User (business owner) to discuss compliance to ensure safety standards are upheld.

Ongoing Breaches: LPC will pursue removal of card access to the Port.

### **LPC Employees**

Current disciplinary procedures apply.



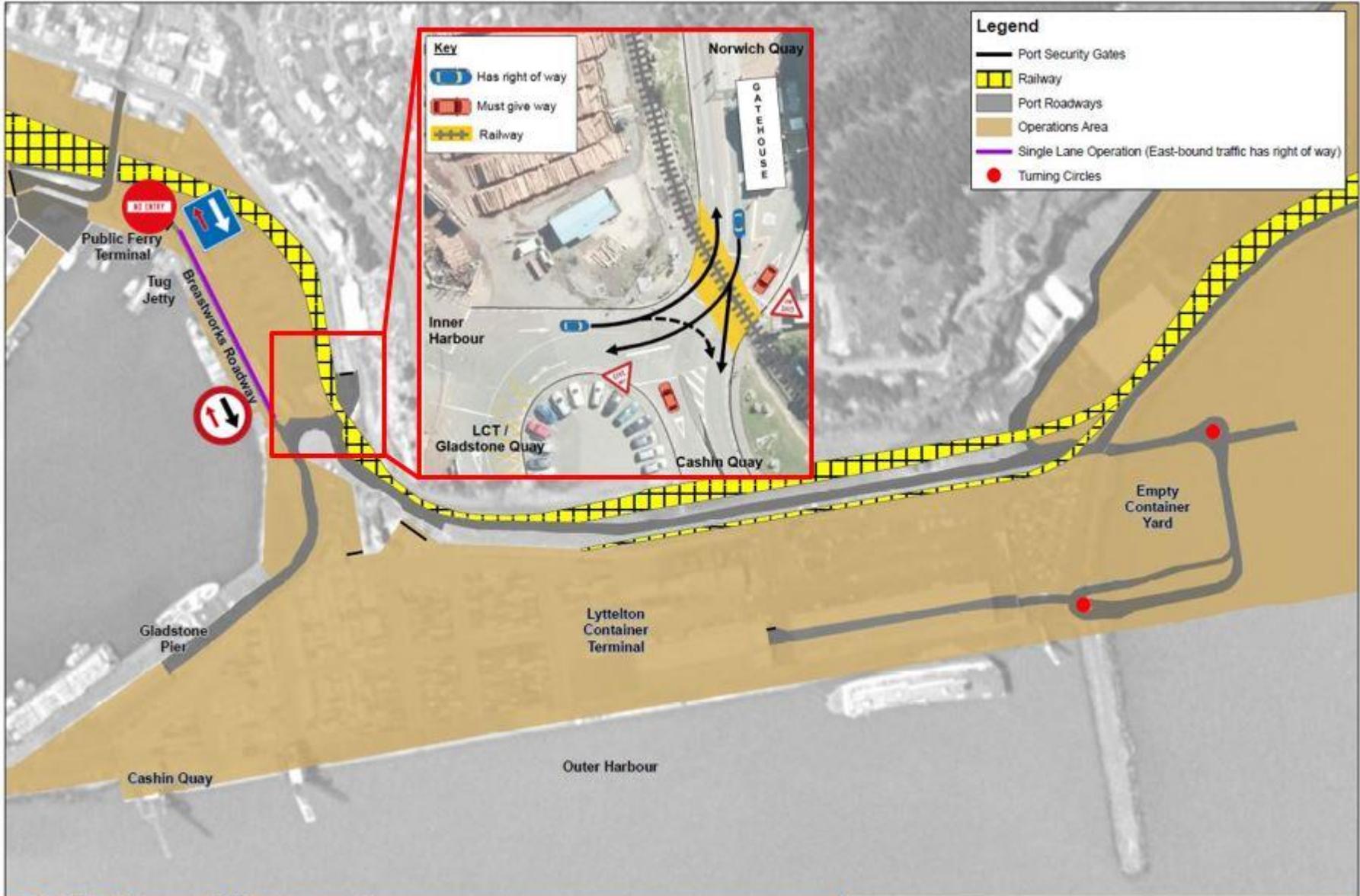


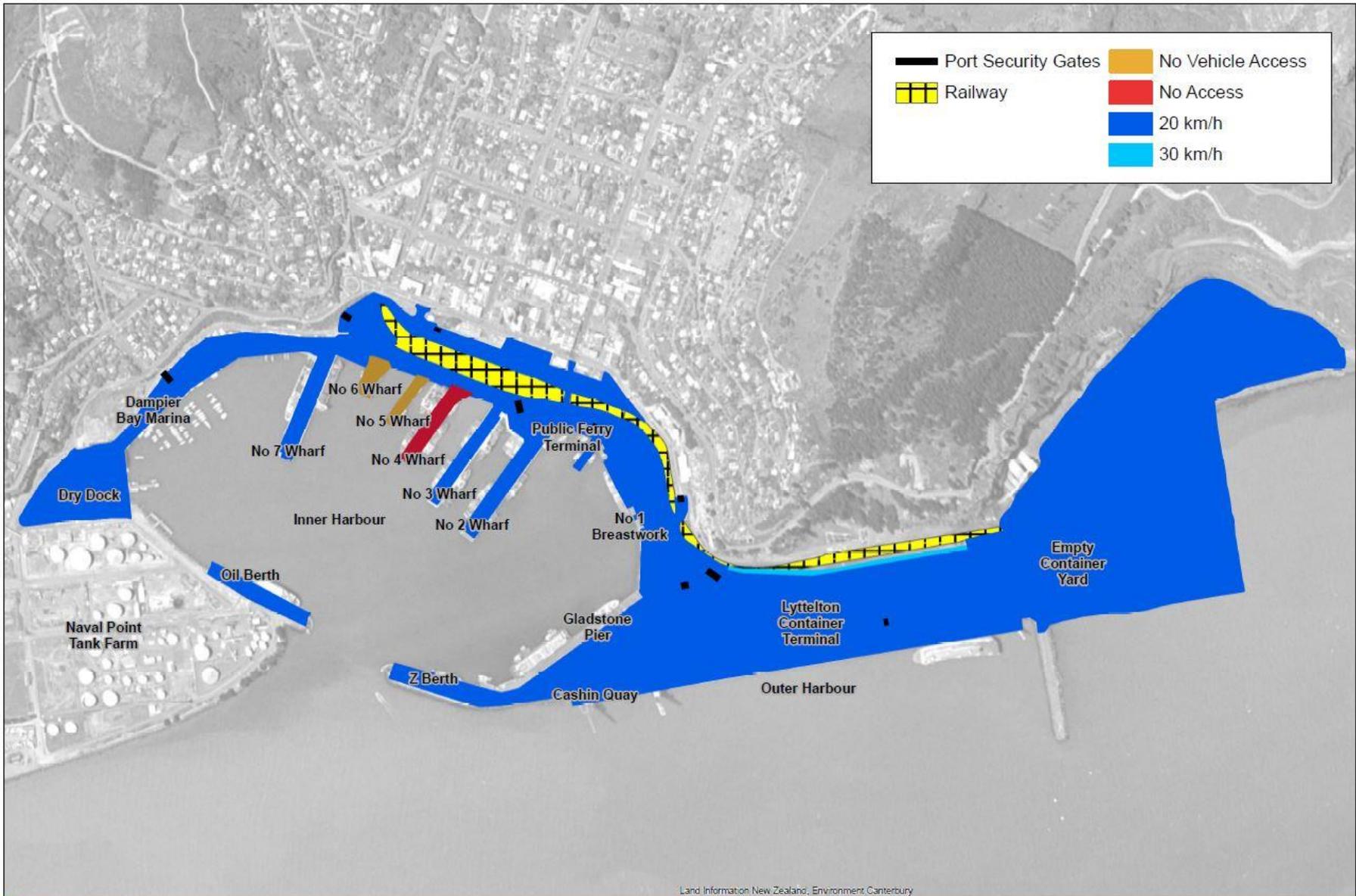
**Traffic Rules and Management**  
 Map 1. Road Names

0 25 50 100 Meters



18/04/2016





	Port Security Gates		No Vehicle Access
	Railway		No Access
			20 km/h
			30 km/h

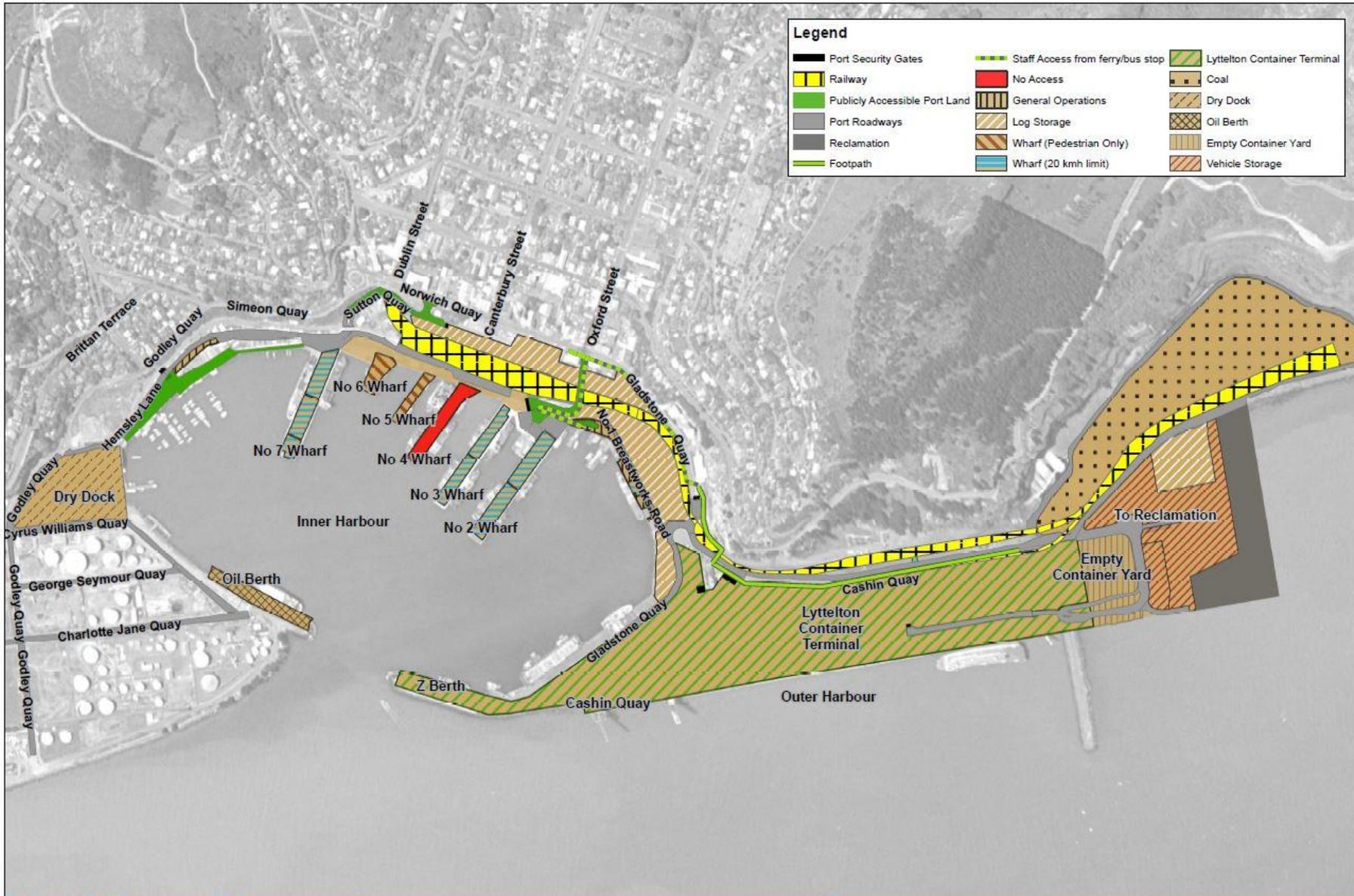
Land Information New Zealand, Environment Canterbury

**Traffic Rules and Management**  
Map 3. Speed Limits

0 25 50 100 Meters  


18/04/2016





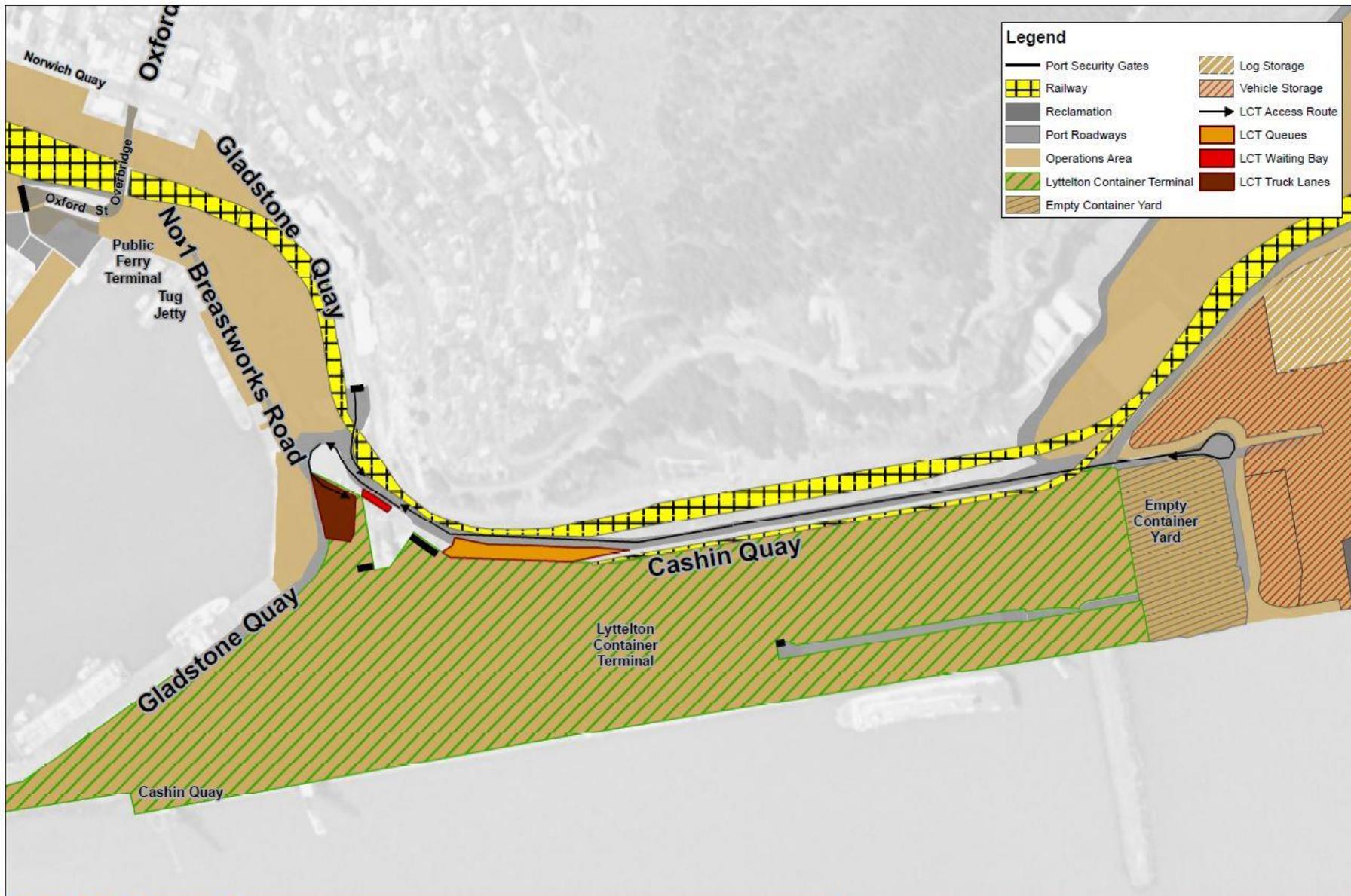
Legend					
	Port Security Gates		Staff Access from ferry/bus stop		Lyttelton Container Terminal
	Railway		No Access		Coal
	Publicly Accessible Port Land		General Operations		Dry Dock
	Port Roadways		Log Storage		Oil Berth
	Reclamation		Wharf (Pedestrian Only)		Empty Container Yard
	Footpath		Wharf (20 kmh limit)		Vehicle Storage

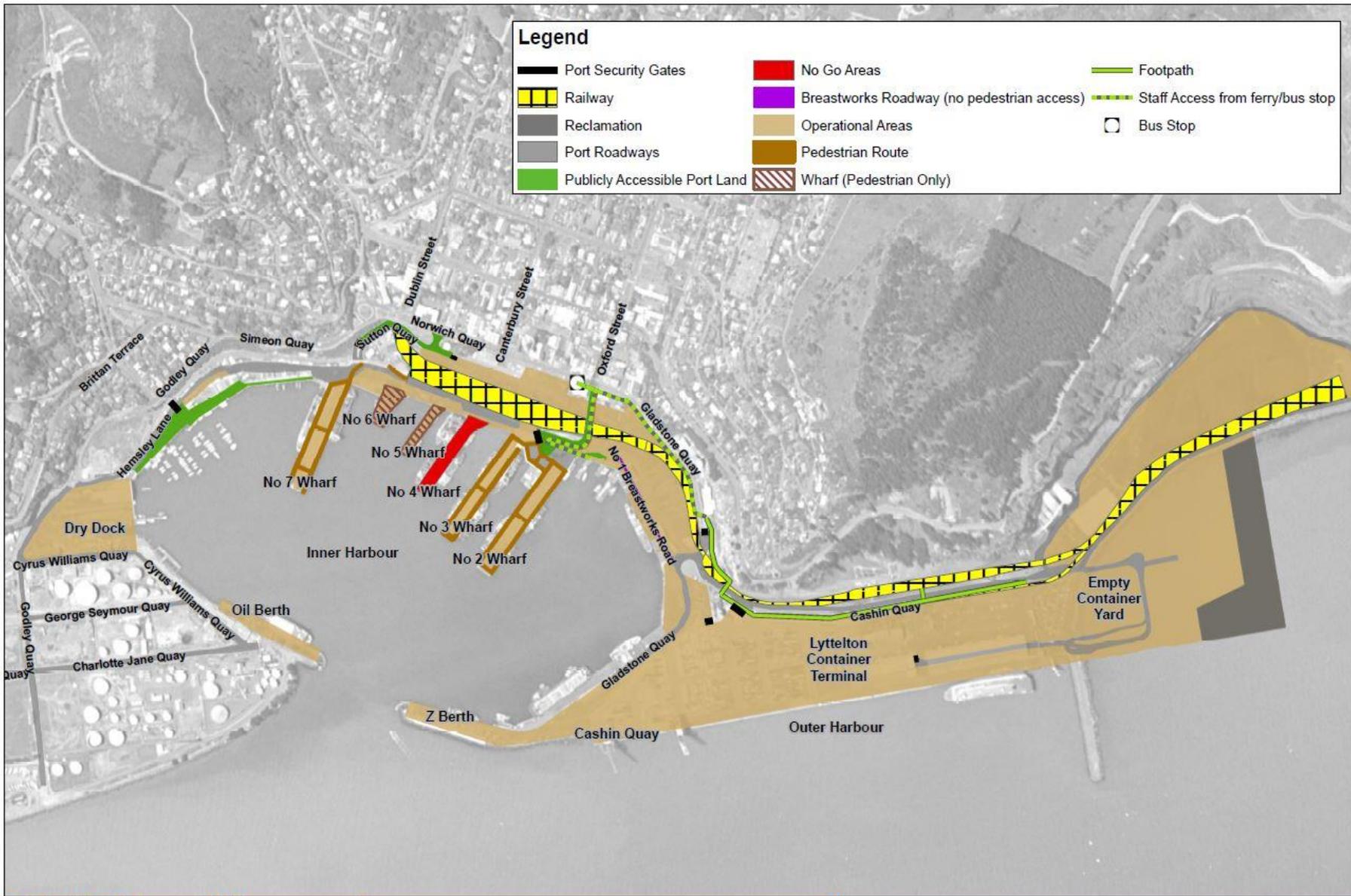
**Traffic Rules and Management**  
Map 4. LPC Operations

0 25 50 100 Meters



18/04/2016





**Traffic Rules and Management**

Map 6. Non Vehicle Movements

0 2550 100 Meters



18/04/2016

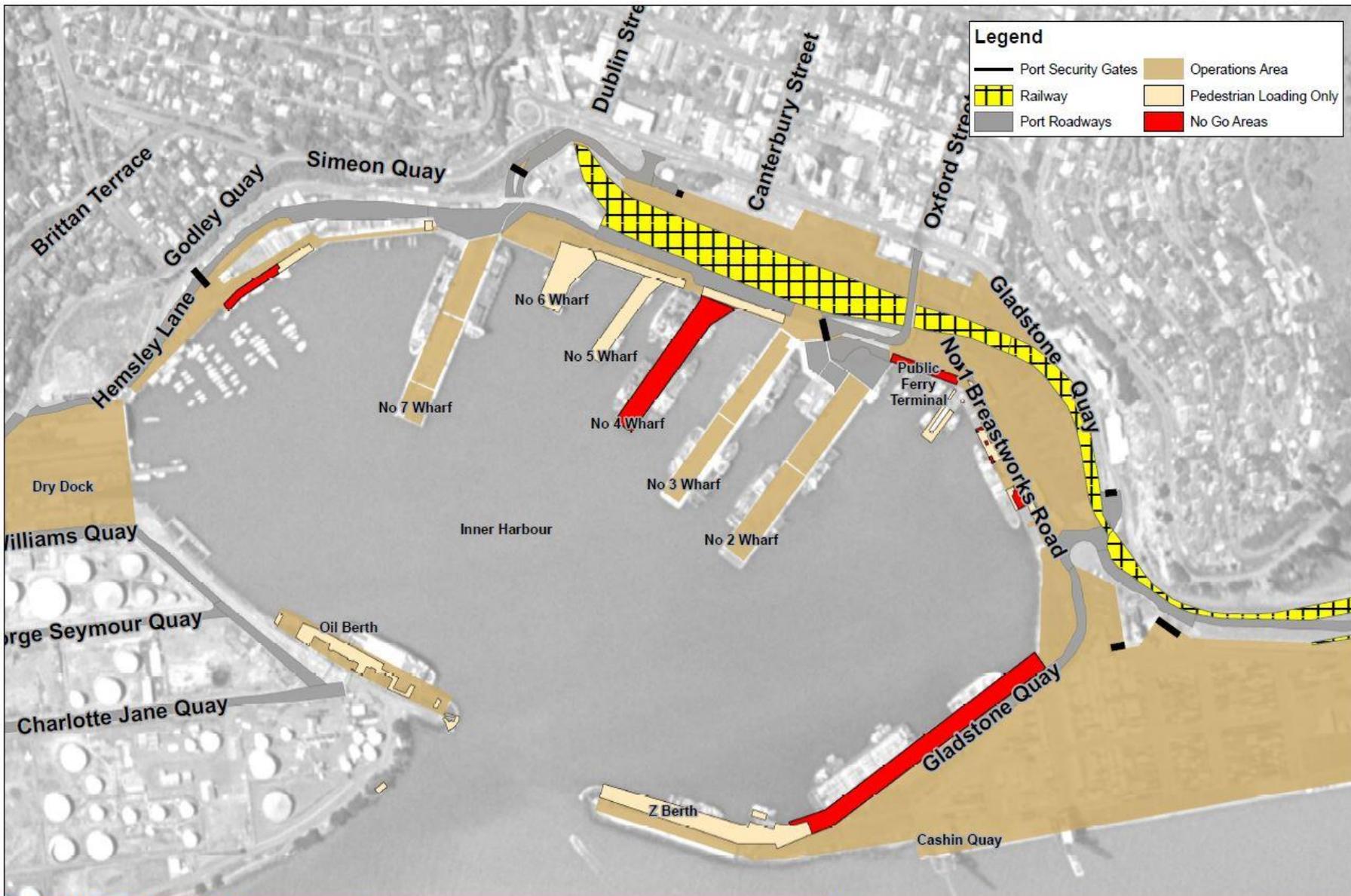


**Traffic Rules and Management**  
 Map 7. Car Parking

0 25 50 100 Meters

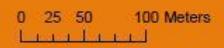


18/04/2016



Legend	
	Port Security Gates
	Railway
	Port Roadways
	Operations Area
	Pedestrian Loading Only
	No Go Areas

**Traffic Rules and Management**  
Map 8. Deck Loading Plan



18/04/2016



**Legend**

-  Port Security Gates
-  Railway
-  Port Roadways
-  Public Access (PPE Not Required)
-  High Visibility and Closed Footwear Required
-  High Visibility and Safety Footwear Required

**Traffic Rules and Management**  
 Map 9. Minimum PPE Requirements

0 25 50 100 Meters  


18/04/2016 