

August 5, 2021

Port User Update – Crane Operators

Lifting Operations – Requirement

To allow for the safe coordination of Port activities that may be impacted by lifting operations, LPC now requires advance notice of planned crane activity on LPC sites and has clarified the minimum safety expectations.

How this will impact you

Effective immediately, anyone wanting to carry out lifts on LPC land sites using truck-mounted cranes (regardless of size), mobile and crawler cranes, and diggers with lifting points must request a **Crane Lift - Land Authority** from the LPC Permit Office two working days in advance of the planned lift.

Given the nature of Port activity it is inevitable that short-notice authorities will be needed. The LPC Permit Office will endeavour to turnaround short-notice requests in time to avoid undue delays.

What is the process

Applicants are asked to provide details of the load, lift location, lift plant and equipment, lift crew, and use of auxiliary equipment such as man-cages. The Permit Office will review applications for potential issues and impacts on nearby Port activity, applicants may be contacted to clarify details or for additional information.

Safety expectations

All lifts are expected to be carried out by LPC-inducted, trained, and competent operators, using certified plant and equipment and in accordance with an appropriate and documented, lift plan.

Lift crews are expected to follow safe lifting / crane procedures, set appropriate exclusion zones, wear protective clothing and work to safe work-at-height procedures. Operators should be prepared to produce the lift plan on request by LPC. Lifting activity may be observed by LPC staff and unsafe activity will be halted until minimum acceptable safety controls are in place.

Lifting on Wharf Structures

Activity using cranes and overweight vehicles (truck-mounted, mobile and crawler cranes and swing lifts) on Lyttelton Port wharf structures requires a specific permit and attracts a \$150 fee. Specific plant, location and load information is required to calculate point loading on wharf structures. A **Crane Lift – Wharf Permit** is issued if loading of the wharf structures is within the structural Level of Service.

Before starting lift activity, the lift set up requires on-site sign-off by an authorised LPC person.

How to apply

- To request a *Crane Land-lift Authority* complete the online form accessible through the LPC website or use this link [Crane Lift - Land application form](#).
- To request a *Crane Lift - Wharf Permit* download the editable pdf application form on the LPC website www.lpc.co.nz or complete form accompanying this update and send it to the LPC Permit Office at: permits@lpc.co.nz.
- When you use the [online form](#) you must enter the **access code LPC100** to submit the request.
- If the location, timing or method of the planned lift changes, please notify the LPC Permit Office at: Email permits@lpc.co.nz or 03 741 5164

The process

1. Complete online form on the LPC website or use this [link](#)

2. Contact LPC Permit Office (permits@lpc.co.nz) 03 741 5164 for help

3. Request reviewed & Crane Lift - Land Authority issued to Applicant

4. Clarify details of crane, lift method or risk controls on LPC request

5. Notify LPC of changes to date: time: method of lift

6. After changes LPC Permit Office will issue a revised Crane Lift Authority

7. Notify permits@lpc.co.nz or 03 741 5164 of safe completion of lift