

# Out of Hours Work Protocol

NorthConnex & M2 Integration Project  
Lend Lease Bouygues Joint Venture

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11	2 September 2016	Update to clarify "at receiver" treatments should CoA D18 road traffic noise goal of 2dB be exceeded.	Section 6.2

Table of Content:

1.	Introduction.....	8
2.	OOHW Approval Requirements .....	8
3.	OOHW Justification .....	11
4.	OOHW Noise and Vibration Assessment .....	11
5.	OOHW Noise Impact Classification.....	13
6.	OOHW Noise and Vibration Management and Mitigation Measures.....	15
7.	Approval of OOHW.....	16
8.	OOHW Community Consultation and Communication .....	17
9.	Approval Authorities .....	17
10.	OOHW Enquiries / Complaints Management .....	18
11.	OOHW Monitoring .....	18
12.	OOHW Exceedances / Non-Conformances .....	19
	Appendix A: LLBJV NorthConnex Out of Hours Work Approval Process .....	21
	Appendix B: LLBJV NorthConnex Out of Hours Work Approval Permit.....	22

## 1. Introduction

The NorthConnex Project (the Project) will require a considerable amount of work outside standard construction hours due to safety, quality and traffic management reasons. These Out of Hours Works (OOHW) have the potential to exceed relevant noise management levels (NMLs) determined in accordance with the approach outlined in the *Interim Construction Noise Guidelines* (DECC, 2009) (ICNG).

As OOHW have the potential to impact on the amenity of adjacent sensitive receivers, these works require assessment and approval prior to commencement. This protocol defines the process for that assessment and approval for all OOHW associated with the Project.

This protocol has been developed as part of the Construction Noise and Vibration Management Plan (CNVMP) for the Project to define this assessment process. All OOHW associated with the Project will be undertaken in accordance with this protocol.

## 2. OOHW Approval Requirements

Construction works have been defined by Schedule 1 of the Conditions of Approval (CoA) issued for the NorthConnex project on the 13th of January 2015. Schedule 2 of the CoA defines the approved working hours for the project in conditions D10 through to D13. In order to complete the project, a number of activities will be required outside standard construction hours to allow for appropriate safety management for both workers and members of the public as well as to minimise the impacts to residential receivers and traffic. The working hours for the project as defined within the CoA are shown in Table 2-1.

## 2.1. Minister's Conditions of Approval

The CoA relevant to this Plan are listed Table 2-1 below. A cross reference is also included to indicate where the condition is addressed in this Plan or other Project management documents.

*Table 2-1 Conditions of Approval relevant to OOHW Protocol*

CoA No.	Condition Requirements	Document Reference
D10	<p>Construction activities associated with the SSI shall be undertaken during the following standard construction hours:</p> <p>(a) 7:00am to 6:00pm Mondays to Fridays, inclusive; and</p> <p>(b) 8:00am to 1:00pm Saturdays;</p> <p>(c) at no time on Sundays or public holidays.</p>	Section 3
D11	<p>Notwithstanding condition D10, tunnelling may be undertaken 24 hours, seven days per week.</p> <p>Note: Other activities associated with the SSI (such as spoil handling and haulage and works associated with the Darling Mills Creek viaduct, and the Yale Close and Barclay Road bridges) may be undertaken outside the hours specified in condition D10 where allowed in accordance with condition D13.</p>	Section 3, Section 4
D12	<p>Except as permitted by an EPL, activities resulting in impulsive or tonal noise emissions shall only be undertaken:</p> <p>(a) between the hours of 8:00 am to 6:00 pm Monday to Friday;</p> <p>(b) between the hours of 8:00 am to 1:00 pm Saturday; and</p> <p>(c) in continuous blocks not exceeding three hours each with a minimum respite from those activities and works of not less than one hour between each block.</p> <p>For the purposes of this condition, 'continuous' includes any period during which there is less than a one hour respite between ceasing and recommencing any of the work the subject of this condition.</p>	Section 3
D13	<p>Notwithstanding conditions D10 and D12, construction works (including spoil handling and haulage and works associated with the Darling Mills Creek viaduct, and the Yale Close and Barclay Road bridges) associated with the SSI may be undertaken outside the hours specified under those conditions in the following circumstances:</p> <p>(a) construction works that cause LAeq (15 minute) noise levels that are:</p> <p>(i) No more than 5 dB above rating background level at any residence in accordance with the Interim Construction Noise Guideline (DECC, 2009); and</p> <p>(ii) No more than the noise management levels specified in Table 3 of the Interim Construction Noise Guideline (DECC, 2009) at other sensitive landuses; or</p> <p>(b) for the delivery of materials required by the police or other authorities for safety reasons; or</p> <p>(c) where it is required in an emergency to avoid the loss of lives, property and/or to prevent environmental harm; or</p> <p>(d) construction works approved through an Out-Of-Hours Work Protocol</p>	Section 3, Section 4, Section 7

CoA No.	Condition Requirements	Document Reference
	<p>prepared as part of the Construction Noise and Vibration Management Plan required by condition D57(b), provided the relevant Council, local residents and other affected stakeholders and sensitive receivers are informed of the timing and duration at least 48 hours prior to the commencement of the works; or</p> <p>(e) construction works approved through an Environment Protection Licence (EPL) (including any Out-Of-Hours Work Protocol).</p>	
D15	<p>Reasonable and feasible noise mitigation measures should be applied to construction activities when the following residential ground-borne noise levels are exceeded:</p> <p>Evening (6:00pm to 10 pm) — Internal LAeq(15 minute): 40dB(A); and</p> <p>Night (10pm to 7am) — Internal LAeq(15 minute): 35 dB(A).</p> <p>The mitigation measures should be outlined in the Construction Noise and Vibration Management Plan (including the Out-Of-Hours Work Protocol) required by condition D57 b).</p>	<p>Table 5.1</p> <p>Table 6.1</p>
D57 (b) (iv)	<p>an Out-of-Hours Work Protocol for the assessment, management and approval of works outside of standard construction hours as defined in condition D10 of this approval, for the Secretary's approval. The Out-of-Hours Work Protocol must detail:</p>	This Protocol
(A)	<p>assessment of out-of-hours works against the relevant noise and vibration criteria,</p>	Section 4
(B)	<p>detailed mitigation measures for any residual impacts (that is, additional to general mitigation measures), including extent of at-receiver treatments,</p>	Section 6
(C)	<p>where the out-of-hours works include spoil haulage, commitment to at-receiver treatment at properties that would experience residual impacts, and, unless approved by the Secretary in accordance with condition D42, avoidance of out-of-hours access to local roads, and</p>	Section 6.2
(D)	<p>proposed notification arrangements.</p>	Section 8

## 3. OOHW Justification

Construction work associated with the Project will be undertaken in accordance with the assessment and management approach outlined in the Interim Construction Noise Guideline (ICNG). The ICNG outlines recommended standard construction hours and requires that work outside of these hours must be appropriately justified. This is reflected in the Conditions of Approval (CoA) for the project and works will be conducted in accordance with the hours in CoA D10 through to D13. In general OOHW undertaken on public infrastructure projects such as road construction necessary to sustain the operational integrity of roads are considered justified in the ICNG.

Generally works are considered justified as OOHW to:

- Maintain the functional integrity of the M2 Motorway, M1 Motorway and Pennant Hills Road, particularly during time of high traffic volumes;
- Maintain the structural integrity of existing and new road infrastructure proposed as part of the Project;
- Promote the safety of road users, construction personnel and the public in general;
- Minimise potential services/utilities disruptions (e.g. businesses and residential areas).
- Where works are conducted by agreement with affected receivers; or
- Where works are of a low impact nature (i.e Compliant with the Noise Management Levels and vibratory impact guidance)

Justification for any activities proposed as OOHW must be established to the satisfaction of the LLBJV Environmental Manager including the noise assessment as detailed in Section 4 prior to commencement.

## 4. OOHW Noise and Vibration Assessment

### 4.1. Noise

In order to manage potential impacts from noise and vibration, a noise and vibration consultant was engaged by the Project to develop tools that allowed the prediction of impacts resulting from works. These tools include the assessment of surface noise impacts, ground borne noise impacts, vibration impacts and noise along haul routes. These tools allow for the assessment of impacts on sensitive receivers based on inputs of the location and types of construction machinery operating inside a noise catchment.

For tunneling works, a ground borne noise and vibration assessment has been undertaken in order to predict the impacts and assist determining management measures to be implemented. The Construction Noise and Vibration Impacts Statement (CNVIS) detailing the predicted impact from Tunneling is provided in Appendix H of the CNVMP.

For all other OOH works, an assessment will be conducted to predict the magnitude and extent of potential noise impacts from the construction activity to sensitive receivers.

Quantitative assessments for all OOHW and will predict the potential exceedances of the scenario against the relevant noise management levels (NMLs) identified for the potentially affected sensitive receivers. The assessment will be undertaken using the prediction tools developed by the Project's noise and vibration consultant. The assessment tools will identify the potentially affected sensitive receivers and the impact classification for each of those receivers as outlined in Table 5.1. The prediction tool assessment then identifies the management measures, as described in Table 6.1, to be applied in addition to those within the INCG.

These noise assessments along with the selection of reasonable and feasible management measures both from the ICNG and Table 6.1 will be considered by the LLBJV Environmental Manager when determining the approval for OOH works.

## 4.2. Vibration

As described above, CNVIS's will detail both the predicted noise and vibration impacts from works.

Where vibration intensive activities with the potential to impact upon sensitive receivers or structures are proposed as OOHW, these shall also be assessed for compliance with safe working distances for:

- cosmetic and/or structural impacts (including safe working distances);
- human comfort impacts due to vibration and ground borne noise; and
- in accordance with the safe working distance guide in Table 4.1.

Where the works are located close to or within the safe working distances (Table 4-1 below) the CNVIS will details specific assessment against both:

- the human comfort (VDV criteria) detailed in Tables 5-5, 5-6 and 5-6 of the CNVMP; and
- the structural damage criteria detailed in Table 5-8 of the CNVMP;

*Table 4-1 Safe working distance guide*

Source	Safe Working Distance			
	Human Comfort	Commercial, Industrial or similar structures	Dwellings and similar structures	Heritage and other sensitive structures
Large Vibratory Roller (20t)	100m	5m	10m	20m
Medium Vibratory Roller (10t)	50m	5m	10m	20m
Compactor (7t)	50m	5m	20m	20m
Hand operated wacka packer on backfill	10m	5m	5m	5m
Hand operated wacka packer on asphalt	10m	5m	5m	5m
Heavy Hydraulic Hammer (1500kg hammer on 30t excavator)	20m	5m	5m	10m
Light Hydraulic Hammer (300kg on 5t excavator)	10m	5m	5m	5m
Jack Hammer	Avoid contact with structure	5m	5m	5m
Air Track Drill	20m	5m	5m	10m
Small Rock Drill (estimate)	10m	5m	5m	5m
Down the Hole Hammer	10m	5m	5m	5m
Ripping (measured in Sydney sandstone)	10m	5m	5m	5m
Impact Piling	30m	5m	10m	20m
Vibratory Piling	30m	5m	10m	30m
Rock Sawing	10m	5m	5m	5m



Source	Safe Working Distance			
	Human Comfort	Commercial, Industrial or similar structures	Dwellings and similar structures	Heritage and other sensitive structures
Bored Piling	N/A	5m	10m	10m

### 4.3. High Noise Impact Equipment Use

Equipment that can generate high noise impacts include jackhammering, rock breaking or hammering, pile driving, concrete cutting, vibratory rolling and impact piling occurring on the surface and generating noise with impulsive, intermittent, tonal or low frequency characteristics. Where reasonable and feasible, these pieces of equipment will be used:

- Between 8am-6pm, Monday to Friday;
- Between 8am-1pm Saturdays; and
- In continuance blocks of no more than 3 hours with at least a one hour respite between each block of work generating high noise impact, where the location of the work is likely to impact the same receivers;

Where the use of such equipment is proposed OOH:

- The equipment will be used prior to 10pm where reasonable and feasible;
- Where the above cannot be achieved the equipment will be used prior to midnight where reasonable and feasible; and
- It is not proposed to apply a 3 hour on and a 1 hour off respite approach in an effort to ensure that the use of such equipment is completed as early in the night as possible.

## 5. OOHW Noise & Vibration Impact Classification

Consistent with other infrastructure Projects delivered in the area eg: WestConnex M4 Widening (EPL#20567), The M2 Upgrade and North West Rail Link, the level of noise impact exceedance above the Rating Background Level (RBL) / ground borne noise objectives will be broken into six classifications.

These categories have been derived from management measures described in the ICNG, the project Environmental Impact Statement (EIS) and the project Submission and Preferred Infrastructure Report (SPIR).

For all OOHW, potentially affected sensitive receivers predicted to experience noise levels above the relevant RBL or vibration criteria will be classified as per Table 5-1 based on noise / vibration levels determined in the assessment process outlined in Section 4.1 and 4.2.

Table 5.1 – Classifications of OOHW Noise & Vibration Impacts

Impact Classification		Exceedance of Ground-borne noise objective (LAeq 15 min) [Tunnelling Works]		(LAeq 15 min) Exceedance of RBL [All other works]	Exceedance of Night VDV Criteria (Intermittent Vibration)
		Evening	Night		
NML Compliant	A	-	-	1- 5	-
	B	-	-	6-10	-
	C	1-10	1-10	11-20	>Preferred
	D	-	-	21-30	-
	E	>10	>10	>30	>Maximum

## 6. OOHW Noise and Vibration Management and Mitigation Measures

### 6.1. Detailed management measures

After the noise assessment process as described in Section 4, the most appropriate reasonable and feasible management measures are determined in accordance with the ICNG. In addition, specific management measures to be considered for each noise impact classification is shown in Table 6.1 below.

It should be noted that there may be personal circumstances among the sensitive receivers where the below approach to specific additional mitigation measures is not best suited. The Community & Stakeholder Relations Manager has the authority to amend the below approach taking into account due consideration of the personal circumstances that may apply.

It is noted that in the case of tunneling, the ability to apply specific programming / scheduling to the works to avoid impacts is extremely limited due construction cycle, safety constraints and programming impacts. The tunneling works will be completed in accordance with CoA D11, which permits tunneling works 24hours per day, seven days per week.

Table 6.1 – Management for OOHW Noise & Vibration Impact Classification

Management Measure	Impact Classification				
	A	B	C	D	E
Programming / schedule of works	✓	✓	✓	✓	✓
Alternative construction techniques/scheduling	✓	✓	✓	✓	✓
Alternative plant and equipment	✓	✓	✓	✓	✓
Community consultation (i.e. letter box drops, etc)		✓	✓	✓	✓
Noise monitoring			✓	✓	✓
Receiver Specific Notifications				✓	✓
Receiver Specific Contact (i.e. Face to Face Consultation)				✓	✓
Respite Periods				✓	✓
Good will offer				✓	✓
Reasonable temporary relocation offer <sup>1</sup>					✓

Note 1: Temporary relocation to be offered where construction works are planned to extend over more than two consecutive nights at that impact classification.

### 6.2. OOHW Spoil Haulage – At Receiver Treatments

In locations where out of hours works include spoil haulage, the haul traffic will avoid local roads unless approved by the Secretary as approved by CoA D42.

Reasonable and feasible mitigation measures will be implemented with the aim to limit increases in existing road noise levels to 2dB(A) in accordance with CoA D18.

Where increases are in excess of 2dB(A) as a result of OOHW spoil haulage noise at receiver treatments will be investigated at those properties on roads within the SSI footprint that would experience residual impacts as per CoA D57(b)(iv)(C). For properties where exceedances are up to 10 dB(A), fresh air ventilation, sealing of wall

vents and upgraded window and door seals are generally considered appropriate (Architectural treatment type 1). This approach is consistent with that described in Section 7.1.1 of Volume 2 of the EIS for operational noise impacts.

## 7. Approval of OOHW

When it is identified that OOH works are required, the engineer responsible for the works will submit an Internal Out of Hours permit, as shown in Appendix A, justifying the need to carry out the works, to the LLBJV Environmental Coordinator. The noise and vibration assessment process as described in Section 4 will be undertaken by the LLBJV Environmental Coordinator and forwarded to the LLBJV Environmental Manager and Community Relations Manager who will review the predicted impacts and management measures to be implemented.

The LLBJV Environmental Manager will approve works that in accordance with the requirements of L4.4, L4.6 - L4.10 of the EPL.

The LLBJV Environmental Manager has the authority to approve out of hours works following impact assessment described in Section 4 and classification as specified in Table 5.1 in accordance with the following:

1. Works assessed to meet noise impact classifications of A and B;
2. Works assessed to meet noise impact classifications of C as specified in Table 5.1, the LLBJV Environment Manager may only approve out of hours works that comply with the following restrictions:
  - a. Three consecutive evenings or nights, in a calendar week;
  - b. Four evenings or nights in a calendar week.
3. Works assessed to meet noise impact classifications of D and E as specified in Table 5.1, the LLBJV Environment Manager may only approve out of hours works that comply with the following restrictions:
  - a. Two consecutive nights, in a calendar week;
  - b. Three nights in a calendar week; and
  - c. Twelve evenings or nights within a period of four consecutive weeks.

Any works proposed on a public holiday must be approved by the EPA.

The LLBJV Environmental Manager will review any proposed haul routes against those approved in the Traffic Management and Safety Plan and ensure that Conditions of Approval D18 and D42 are complied with.

Following confirmation of compliance with the above criteria and adhering to the process described in Section 4 approval to carry out the works will be provided to construction team by the LLBJV Environmental Manager utilizing the Internal Out of Hours Work Approval Permit in Appendix A.

On receipt of the approval for the OOHW, any specific conditions that relate to the OOHW will be:

- Implemented prior to works (such as any additional notification to the community);
- Toolboxed to relevant workforce and site personnel before each shift to introduce/reinforce works restrictions, management measures and expected workforce behavior; and
- Implemented during works and monitored by the Project Environment Team.

An EPL variation will be sought to facilitate the licensing of out of hours tunneling and support operations as approved by CoA D11.

## 8. OOHW Community Consultation and Communication

A suite of communication tools and activities will be utilised as required to target the relative zone audience based on the nature of works and the potential impacts to provide clear, effective and timely information. The community consultation will be carried out in accordance with the project Community Consultation Strategy (CCS).

For OOHW predicted to generate noise at impact classification B and above (Table 6.1), LLBJV will notify potentially affected noise sensitive receivers, the relevant Council, and other affected stakeholders, of works approved outside of standard construction hours not less than 5 days and not more than 14 days before those works are to be undertaken.

The notification will:

- by letterbox drop or email ;and
- be detailed on the project website.

The notification will:

- clearly outline the reason that the work is required to be undertaken outside the hours;
- include a diagram that clearly identifies the location of the proposed works in relation to nearby cross streets and local landmarks;
- include details of relevant time restrictions that apply to the proposed works;
- clearly outline, in plain English, the location, nature, scope and duration of the proposed works;
- detail the expected noise impact of the works on noise sensitive receivers;
- clearly state how complaints may be made and additional information obtained; and
- include the number of the project telephone complaints line, an after-hours contact phone number specific to the works undertaken outside the hours and the project website address.

## 9. Approval Authorities

### 9.1. EPA

An EPL will be sought for the construction of the Project and the conditions within incorporated as part of the OOH approval. Where self-assessment conditions are put in place, the LLBJV Environmental Manger will be responsible for compliance with the requirement of those conditions, both in terms of the noise and vibration assessment as well as the implementation of reasonable and feasible mitigation measures.

EPL variations will be sought through consultation and application to the EPA for works that fall outside the approval process. An EPL variation will be sort to facilitate the licensing of out of hours tunneling and support operations as approved by CoA D11.

### 9.2. DP&E

It is noted that CoA D42 states that heavy vehicle construction traffic is not permitted on local roads outside the standard construction hours, unless approved by the Secretary having regard to amenity, traffic and safety impacts. If the need to use local roads is required further approval will be sought from DP&E in for the form of a further assessment taking into account the amenity, traffic and safety impacts.

## 10. OOHW Enquiries / Complaints Management

The project team will initiate investigations of noise and vibration complaints that are received on the telephone information line (1800 997 057) in line with the EPL conditions (within 2 hours of receiving any such complaint), or in accordance with an agreement negotiated with the complainant.

Each complainant will be advised of the results of the investigation into their complaint and any proposed remedial action.

Complaint records will be kept for at least 4 years following the complaint and will contain:

- a) The date and time of the complaint;
- b) The method by which the complaint was made;
- c) Any personal details of the complainant which were provided by the complainant or, if no such details were provided, a note to that effect;
- d) The nature of the complaint;
- e) The action taken by the Project in relation to the complaint, including any follow-up contact with the complainant; and
- f) If no action was taken by the Project, the reasons why no action was taken.

The details of any complaints received will be forwarded as a report to the EPA by 2pm each business day. This report will include the complaints received between 12.00pm on that day and 12.00pm on the previous business day.

## 11. OOHW Monitoring

All monitoring will be conducted in accordance with the relevant Australian Standard / guideline in accordance with the EPL.

### 11.1. Noise Monitoring

The following noise monitoring will be undertaken:

- Monitoring will be undertaken periodically to verify the noise model predictions of OOHW in order to ensure effectiveness of management measures;
- Monitoring in response to complaints as determined by the LLBJV Environmental Manager;  
Noise monitoring will be undertaken for OOHW when predicted air-borne noise impact classification of C and above ;
- Monthly noise monitoring will occur for OOHW periods at construction compounds in order to ensure effectiveness of controls and verify compliance with NMLs;
- Ongoing spot checks of high noise impacting plant and equipment will be undertaken throughout construction to ensure compliance with the maximum noise level goals for construction equipment listed in Appendix C of the CNVMP.

### 11.2. Vibration Monitoring

The following vibration monitoring will be undertaken:

- Monthly monitoring will occur adjacent to tunnel support facilities in order to verify compliance where vibratory works are ongoing;

- Vibration monitoring will be carried out when the 'safe working distances' for (including the more conservative criteria for heritage items) cannot be complied with, in accordance with *Table 4-1 Safe working distance guide*;
- Where required at sensitive receivers to verify compliance with CoA B19 as per the Construction Heritage Management Plan;
- As required by the Construction Noise and Vibration Management Plan;
- As required by the EPL;
- In locations where the vibration levels are predicted to be greater than the maximum values for human comfort as a result of works. Such monitoring will also determine if the activities will exceed the criteria's for structural damage (including heritage buildings and structures); and
- In response to complaints as determined by the LLBJV Environmental Manager.

### 11.3. Monitoring Records

All monitoring records relating to approved Out of Hours works will be recorded on the monitoring record forms shown in Appendix B. In addition to recording the relevant data will include at least:

- a) The date on which the sample was taken;
- b) The time at which the sample was collected;
- c) The point at which the sample was taken; and
- d) The name of the person who collected the sample.

The records will be kept on site at the LLBJV Project office and will be available for review upon request by an authorized representative of the Environment Protection Authority or Department of Planning & Environment.

## 12. OOHW Exceedances / Non-Conformances

### 12.1. Management Response

Where monitored noise levels are found to be above predictions or vibration goals are exceeded, the following actions will be undertaken:

- Confirm that monitored levels are not being impacted by other noise or vibration sources;
- Implement other feasible and reasonable measures which may include reducing plant size, modify time of works, changing operational settings (such as turning off the vibratory function of the machine), and utilizing alternate construction methodology or a combination of these;
- Review work practices to ensure compliance with the ICNG;
- Confirm if the exceedance is due to an uncharacteristically loud piece of equipment;
- Identify if equipment can be swapped out for another piece of equipment or alternative equipment or plant;
- Confirm if the exceedance is due to an uncharacteristically vibratory piece of equipment;  
Confirm that the modelling reflects the actual activity being undertaken; and
- Ensure that learning's from the above are fed back into the noise modelling assessment process.

Previously recorded non-conformances will also be considered prior to the approval of further Out of Hours permits.

## 12.2. Reporting

Noise and vibration complaints will be reported daily in accordance with EPL Condition M6.5 and as required by the EPL Annual Return.



## Appendix A:

### LLBJV NorthConnex Out of Hours Work Approval Process

PLANNING FOR WORKS

ENGINEER IDENTIFIES NEED FOR OOH WORKS

ENGINEER DEVELOPS OOH PERMIT

ENGINEER OBTAINS SAFETY TEAM SIGNATURE

ENGINEER OBTAINS TRAFFIC MANAGER SIGNATURE

PM SIGNS PERMIT

PERMIT SUBMITTED TO ENVIRONMENTAL COORDINATOR

ENVIRONMENTAL COORDINATOR DEVELOPS NOISE MODEL

ENVIRONMENTAL MANAGER APPROVAL

UNABLE TO APPROVE INTERNALLY EPL VARIATION REQUIRED

VARIATION TO EPL THROUGH EPA

COMMUNITY TEAM PREPARE COMMUNITY NOTIFICATION MATERIAL

COMMUNITY MANAGER SUBMITS NOTIFICATION MATERIAL TO PROJECT CO FOR REVIEW

PROJECT CO REVIEW

RMS REVIEW

COMMUNITY NOIFICATION APPROVED

NOTIFICATION DISTRIBUTED

COMMUNITY MANAGER APPROVAL OF OOH PERMIT

APPROVED WORKING HOURS ARE:  
• 7AM TO 6PM, MONDAY TO FRIDAY  
• 8AM TO 1PM, SATURDAY  
• AT NO TIME ON SUNDAYS OR PUBLIC HOLIDAYS  
  
ANY WORKS OUTDISDE THESE HOURS REQUIRES AND OUT OF HOURS APPROVAL

PERMIT RETURNED TO ENVIRONMENTAL TEAM

ENGINEER PROVIDES COPY OF APPROVED PERMIT TO ENGINEER

TOOLBOX ON OUT OF HOURS PERMIT DELIVERED TO WORK CREWS

COMMENCE OOH WORKS

TOOLBOX RETURNED TO ENVIRONMENTAL TEAM

1 WEEK  
2 DAYS  
12 WEEKS

1 WEEK

1 WEEK

2 WEEKS

1 WEEK

**6 WEEKS REQUIRED FOR APPROVAL PROCESS**

**GLOSSARY**  
OOH – Out of hours  
DP&E – Department of Planning and Environment  
EPA – Environmental Protection Authority  
EPL – Environmetnal Protection licence  
MCoA – Ministers Conditions of Approval  
RMS – Roads & Maritime Services  
ER – Environmental Representative  
TCP – Traffic Control Plan  
ROL – Road Occupancy Licence

Revision: 3  
Date: May 2016  
  
NorthConnex  
Out of Hour Works Permit Approval Flowchart

## Appendix B:

### LLBJV NorthConnex Out of Hours Work Approval Permit

## NCX Out of Hours Work Permit

PART A: Completed by Site/Project Engineer (5 Weeks Prior to Proposed Works)	
<b>Requested By:</b>	<b>OOH Permit No:</b>
<b>Scheduled Commencement Date:</b>	
<b>Planned Completion Date:</b>	
<b>Note: Approved commencement dates (refer to Part C) may vary to scheduled dates proposed</b>	
<b>Location (Chainage of Works) or attach location map:</b>	
<b>Description of Proposed Out of Hours Work</b> Include a brief description of the work, the sequence and the plant/equipment to be used at specific intervals eg: 2200 – 2300 hours 3 lighting towers, concrete saw, 20t excavator, truck & dog etc.	
<b>Justification for Proposed Out of Hours Work</b>	
<b>Proposed Noise Mitigation Measures</b>	

## **Justification for Use of High Noise Impacting Equipment:**

*(jackhammering, rock breaking or hammering, pile driving, concrete cutting, vibratory rolling and impact piling occurring on the surface and generating noise with impulsive, intermittent, tonal or low frequency characteristics.)*

### **Justification:**

### **Mitigation measures to be applied to equipment to be used prior to 10pm:**

### **Mitigation measures to be applied to equipment to be used prior to midnight:**

### **Justification and mitigation measures if high noise impacting equipment is proposed for use after midnight:**

## **Proposed Light Spill Mitigation Measures**

**SAFETY** - Confirmation that the Senior Safety Coordinator has been informed of the works.

Senior Safety Coordinator

Name:

Date:

Signature:

**TRAFFIC** – Out of Hours works involving road or lane closures are permitted by the Environment Protection Licence where the road authority will ONLY allow those closures to occur outside standard construction hours. The OOH Permit applicant must secure confirmation of the Traffic Manager that daytime road / lane closures are not available to complete the work.

**Road occupancy approval from the relevant authority is ONLY available outside standard construction hours.** (Standard Construction Hours: Mon – Fri 7am to 6pm or Sat 8am – 1pm)

Please circle

**YES / NO**

Traffic Manager

Name:

Date:

Signature:

List the relevant ROL reference codes & the issuing authority:

**ROL** (road occupancy licence/permit)

**Issuing Authority** (TMC / RMS / Council name etc..)


**Construction Line Manager Endorsement**

Manager

Name:

Date:

Signature:

**Part B: Approval – Completed by Environmental Coordinator**

Tick	Description	Additional notes
<input type="checkbox"/>	Works assessed to meet noise impact classification <b>A</b> - Table 5.1 and vibration safe working distances detailed in Table 4.1 of the OOH Works Protocol. EPL Conditions L5.7 & L5.9 applies	Refer to attached Noise & Vibration assessment.

<input type="checkbox"/>	<p>Works assessed to meet noise impact classification <b>B</b> - Table 5.1 and vibration safe working distances detailed in Table 4.1 of the OOH Works Protocol.</p> <p>EPL Conditions L5.3, L5.8 and L5.9 apply.</p>	Refer to attached Noise & Vibration assessment.
<input type="checkbox"/>	<p>Works assessed to meet noise impact classification <b>C</b> - Table 5.1 and vibration safe working distances detailed in Table 4.1 of the OOH Works Protocol.</p> <p>Note: restrictions:</p> <ul style="list-style-type: none"> <li>a. Three consecutive evenings or nights, in a calendar week;</li> <li>b. Four evenings or nights in a calendar week.</li> </ul> <p>EPL Conditions L5.3, L5.8 and L5.9 apply.</p>	Refer to attached Noise & Vibration assessment.
<input type="checkbox"/>	<p>Works assessed to meet noise impact classification <b>D</b> and <b>E</b> - Table 5.1 and vibration safe working distances detailed in Table 4.1 of the OOH Works Protocol.</p> <p>Note: restrictions:</p> <ul style="list-style-type: none"> <li>a. Two consecutive evenings or nights, in a calendar week;</li> <li>b. Three evenings or nights in a calendar week; and</li> <li>c. Twelve evenings or nights within a period of four consecutive weeks.</li> </ul> <p>EPL Conditions L5.3, L5.8 and L5.9 apply.</p>	Refer to attached Noise & Vibration assessment.
<input type="checkbox"/>	<p>Works that comply with Condition L4.4 and L4.5 of the EPL. <b>(Works by Agreement)</b></p> <p>At least 80% agreement between LLBJV and potentially affected noise sensitive receivers has been reached. Any agreement(s) between LLBJV and the community must be recorded in writing and a copy of the agreement(s) kept on the premises by LLBJV for the duration of the Project.</p>	Refer to attached agreements.
<input type="checkbox"/>	<p>Works that comply with Conditions L5.6 (i) of the EPL. <b>(Delivery of Oversized Equipment)</b></p>	
<input type="checkbox"/>	<p>Works that comply with Conditions L5.6 (ii) of the EPL. <b>(Emergency Works)</b></p>	

## Part C: Documentation and Approval

### Noise Assessment Results

**Highest Prediction Category:**

**Works Restrictions:**

**Sound Assessment:**

**Environmental Monitoring Requirements:**

<b>Environmental Manager</b>				
Manager		Name:		
Date:		Signature:		
<b>Community Relations - Notification and Approval</b>				
Notification No.		Copy Attached <input type="checkbox"/>	Date distributed:	
Approved Commencement Dates (works must commence between these dates)				
5 days following community notification:				
14 days following community notification:				
<b>Community Relations Manager</b>				
Manager		Name:		
Date:		Signature:		
<b>Community Relations - Re-Notification &amp; Approval</b>				
Notification No.		Copy Attached <input type="checkbox"/>	Date distributed:	
Approved Commencement Dates (works must commence between these dates)				
5 days following community notification:				
14 days following community notification:				
<b>Community Relations Manager</b>				
Manager		Name:		
Date:		Signature:		
<b>Additional Comments/ Management Measures :</b>				
<b>Senior Project Manager</b>				
Manager		Name:		
Date:		Signature:		