

1 Purpose

All roadways within the Mid West Ports Authority (**MWPA**) boundaries are 'Private Roads'. Some of the private roads allow for public access and some are contained within the maritime landside security zone and do not afford public access. This Procedure provides MWPA personnel with the knowledge to manage the level crossing that lay inside the Port boundary.

2 Scope

There are four vehicular level crossings within the Geraldton Port boundary to which this Procedure applies.

- Connell Road (manual operation)
- Ian Bogle Road – Western side of the common use Train Unloader (manual operation)
- Ian Bogle Road – Opposite the CBH facility (manual operation)
- Ian Bogle Road – At the eastern end of the Port – Security Gate 4 (automatic operation)

There are two locations at which pedestrian traffic can cross the rail corridor (automatic operation); these are adjacent to Berths 4 and 5 'common use' train unloader and the Overpass adjacent to Security Gate 4. Access to both pedestrian crossings is controlled by MSIC cards.

There are other locations with Personal Access Gates (PA Gates) at which pedestrian traffic, can access the rail corridor; these PA Gates are used by Rail Terminal workers only. Access to these PA Gates is controlled by the Duty Rail Coordinator and is only for use in an emergency or for special needs.

3 Level Crossings

3.1 CONNELL ROAD SPECIAL USE LEVEL CROSSING OVERVIEW AND ACCESS PROCEDURE

Connell Road, although private and contained wholly within the MWPA boundary, is open to the public and forms the main access to and from the Fishing Boat Harbour and the commercial facilities that are located in this area.

The Connell Road level crossing is gated, locked and closed to all traffic except under special circumstances. An alternative route for vehicles and pedestrians is provided via Marine Terrace and the John Wilcock link rail overpass. In some circumstances, to allow for the road transport of large special loads into and out of the Fishing Boat Harbour and Port area, this level crossing may be opened. Generally, this is to provide for the movement of large fishing or workboats to and from the Port by road.

All normal road traffic is via the overpass. This level crossing does not facilitate access to the maritime security zone.

The following procedures apply to access this level crossing.

- All vehicular movements over the Connell Road special use level crossing must be controlled and conducted in the presence of the Duty Rail Coordinator.
- A Traffic Management Plan (TMP) – Permit is to be submitted and approved prior to commencing any operation that may require a TMP (Tammi-lift operation / boat transfer).

- Prior to opening the level crossing and conducting any vehicular movements, the duty Rail Coordinator must ensure all rail traffic on all tracks has been advised and stopped short of the level crossing. If a train is notified as occupying the section between Narngulu and Geraldton, it should be confirmed as having been brought to a stand either by observation or by radio communication from the driver.
- When all rail traffic approaching the level crossing has been confirmed as having stopped, the road crossing gates may be unlocked and opened for the special vehicular traffic.
- The special vehicular traffic must be monitored over the crossing and once clear of the crossing the gates are to be closed and locked against road traffic.
- Only after the vehicular movement has cleared the level crossing and the gate closed and locked against road traffic may rail movement be authorised to recommence.

3.2 LEVEL CROSSING WEST OF THE COMMON USE TRAIN UNLOADER

Travelling north this level crossing intersects with Ian Bogle Road which is a private road contained wholly within the MWPA boundary. It is closed to the public and forms a special case or emergency level crossing.

This level crossing is gated, locked and normally closed to all traffic and is only opened in special circumstances to allow for the road transport of large special loads or for emergency access into and out of the Port area.

When entering this gate, it is a requirement that personnel attend security office at Gate 1 to swipe their MSIC before and after accessing this gate as you are either entering or leaving Port secure zone; there is no MSIC function to do this at this gate location.

The following procedures apply to access this level crossing.

- All vehicular movements over the level crossing located immediately west of the Common Use Train Unloader must be controlled and conducted in the presence of the Duty Rail Coordinator.
- Prior to opening the level crossing and conducting any vehicular movements the duty Rail Coordinator must ensure that all rail traffic on all tracks has been advised and stopped short of the level crossing.
- When all rail traffic approaching the level crossing is confirmed by observation as having stopped, the road crossing gates may be unlocked and opened for the special vehicular traffic. Temporary stop signs and heavy mobile equipment boards are to be placed on Ian Bogle Road prior to any vehicle movement. These actions are to be carried out in conjunction with the Traffic Management Plan for Ian Bogle Rd presented by the contractor moving special vehicular traffic.
- The special vehicular traffic must be monitored over the crossing and once clear of the crossing the gates are to be closed and locked against road traffic. The temporary stop signs and heavy mobile equipment boards are also to be removed.
- Only after the gate has been closed and locked against road traffic may rail movement be authorised to recommence.

3.3 LEVEL CROSSING OPPOSITE THE CBH FACILITY

Travelling north, this level crossing intersects with Ian Bogle Road which is a private road and contained wholly within the MWPA Boundary. It is closed to the public and forms a special case or emergency level crossing.

The crossing is contained within the CBH lease area and is not available to the public. This level crossing is gated, locked and normally closed to all traffic and is only opened in special circumstances to allow for the road transport of large special loads or for emergency access into and out of the Port area.

When entering the Port secure area via this gate, it is a requirement that personnel attend the security office at Gate 1 to swipe their MSIC before and after accessing this gate as they are either entering or leaving Port secure zone; there is no MSIC function to do this at this gate location.

The following procedures apply to access this level crossing.

- All vehicular movements over the level crossing opposite the CBH facility must be controlled and conducted in the presence of the Duty Rail Coordinator.
- Prior to opening the level crossing and conducting any vehicular movements the duty Rail Coordinator must ensure that all rail traffic on all tracks has been advised and stopped short of the level crossing.
- When all rail traffic approaching the level crossing is confirmed by observation as having stopped, the road crossing gates may be unlocked and opened for the special vehicular traffic. Temporary stop signs and heavy mobile equipment boards are to be placed on Ian Bogle Road prior to any vehicle movement. These actions are to be carried out in conjunction with the Traffic Management Plan for Ian Bogle Rd presented by the contractor moving special vehicular traffic.
- The special vehicular traffic must be monitored over the crossing and once clear of the crossing the gates are to be closed and locked against road traffic. The temporary stop signs and heavy mobile equipment boards are also to be removed.
- Only after the gate has been closed and locked against road traffic may rail movement be authorised to recommence.

3.4 IAN BOGLE ROAD (EASTERN PORT ENTRY) – SECURITY GATE 4

Ian Bogle Road is a private road contained wholly within the MWPA boundary. The level crossing provides an eastern entry to the Port maritime security zone for special purpose or emergency entry to the Port. The level crossing is contained within the Port boundary and is not available to the public. This level crossing is gated and only accessible via electronic operation via the Security Office located at Gate 1.

A pedestrian route is available by way of the adjacent over-line footbridge. No foot traffic is permitted through the level crossing whilst the over-line footbridge access is in service.

The following procedures apply to access this level crossing.

- Special vehicular movements over the Ian Bogle Road – Eastern Port Entry are to be conducted in accordance with these procedures.
 - Prior to opening the level crossing gates the location and movement of rail traffic approaching the level crossing must be visually ascertained and confirmed with the Duty Rail Coordinator.
- Note:** Vehicles are NOT to stop within the level crossing between the gates.
- Once the vehicular movement over the level crossing has been completed and the vehicle is clear of the level crossing the gates must be observed to ensure that no other vehicle or pedestrian enters the crossing and that the gates close fully.

4 Other Rail Corridor Access

Other rail corridor access may be granted subject for a specific need and requirement. In such circumstances this access must be controlled and managed by a person suitably qualified in rail safe working. In all circumstances such access may only take place with the prior knowledge and authorisation of the Rail Terminal Supervisor / Operations Supervisor.

In most cases an Application for Works in the MWPA Rail Corridor – Permit will need to be completed at least 24 hours prior to the works being commenced. Details are available on the MWPA Website under Permit System.

In some instances, a MWPA online induction may need to be completed. Details are available on the MWPA Website under HSE and MSIC Inductions.

5 Associated Documents

Document Title
Application for Works in the MWPA Rail Corridor – Permit

Location – Mid West Ports Intranet – [Document Centre](#)

6 Monitoring, Evaluation and Review

This document is required to be reviewed every two years from the last scheduled review date.

Minor updates made within this two-year period, will not be taken as a *full review*.

The Document Custodian is responsible for conducting the review in accordance with **Controlled Documents Review and Approval Process Work Instruction**.

7 Administration

Document Custodian: Chief Operating Officer
Document Approver: Operations Manager
Approval Date: 2 January 2025
Document Review Period: 2 yrs