

Operations – April 2017 Update

THIS NOTICE IS PART OF SYDNEY MARKETS' REGULAR UPDATES TO TENANTS

Flower Market Parking Changes

SML commenced a three month trial of changes to the unreserved Parking area at the rear of the Flower Market on Monday 3rd April 2017. These parking spots have now been allocated as Reserved Parking for florists and commercial businesses from 4.00am to 5:30am.

It was evident during the first week of the trial that by reserving this area until 6:30am, congestion has occurred in other parking areas in the western end of the Markets. To relieve congestion in these areas a modification to the times was implemented to the new reserved parking areas in the Flower Market.

The Flower Market reserved parking area will be reserved from 4.00am to 5:30am each day. SML will continue to monitor the trial.

There is also an opportunity to secure reserved parking on Level 1 (undercover area) of the Western car park with access to the lift and will incur fees the same reserved parking fees of (@2016-2017) of \$352.00 + GST per Quarter.

For further information please contact Glenn Russell, Operations Support Team Leader, on 0417 325 232 or call the 24/7 Security Mobile 0409 325 232.

ENVIRONMENT UPDATE

Higher than anticipated volumes of organic waste were received due to the wet weather conditions this Autumn. Despite this, Sydney Markets has achieved an average recycling rate of 67%.

Cardboard collection and recycling has improved due to new initiatives implemented by Veolia Environmental Services. Clean cardboard can be left at the end of the dock for Wholesalers/Warehouses or taken directly to Green Point. Paddy's Stand holders can leave the Cardboard on your stand at the end of trading and it will be collected by our waste Contractor Veolia.

Please ensure all fruit and vegetable waste is separated and taken to Green Point for recycling. If you could remove the packaging from the fruit and vegetable waste and place it inside Cardboard bins (similar to watermelon bins) it reduces contamination and helps our recycling process.

PLAIN PALLETS

There has also been a significant increase of plain pallets around the site, so please don't discard them, take them directly to Green Point for re-use or recycling. Plain pallets can be collected from Green Point by all Tenants for re-use. This helps us reduce pallet shredding costs.

Food Bank

If you would like to donate any suitable food waste for charity you can drop it off in the Rail Area next to the Weighbridge, Tuesdays and Fridays from 8:30am. In the past year Foodbank have collected 491 tonnes of fruit and vegetables from Sydney Markets! Well done to all the Tenants who have donated.



For further information on how you could make a difference contact the Environment Manager, Mr Con Kapellos on 0417 325 173.

DID YOU KNOW Between June 2016 – January 2017:

- 73% (5,214 tonnes) of Organic waste was disposed to our Organic Recyclers
- Over \$1M savings if this Organic waste was diverted to Earthpower.
- 5,214 tonnes or 290 semi-trailer loads have been diverted to Organic Recyclers.
- In January 2017 we recycled 69% of our total waste!

FUTURE OF THE MARKETS PROJECT

STAGE 1 OUTCOME - STAKEHOLDER WORKSHOPS

SML will be holding a number of Workshops to update stakeholders on the outcome of Stage 1 of the Future of the Markets Project. There will also be an update into Stage 2 of the Project. It is anticipated the Workshops will run for one hour and all Stakeholders are encouraged to attend. The Workshops will be held in the Sydney Markets Conference Centre on Level 1 of the Plaza Building on the following dates:

Day	Date	Time
Thursday	27 April 2017	10:00am
Tuesday	2 May 2017	10:00am
Wednesday	3 May 2017	10:00am

Please register your attendance with Antoinette Nehme in the Executive office on 9325 6298. Additional workshops will be scheduled as required. If you require any further information please contact the SML office on 9325 6298.

SATURDAY FRESH FOOD MARKET

STARTING 6TH MAY 2017

4:15 AM TO 3:00PM NEW FORKLIFT CUT OFF TIMES

After a three month consultation period which reviewed the operation of forklifts within Building D, during the Saturday Paddy's Fresh Food Market, between the hours of 4.15am and 3.00pm the forklift access times will now change from 4.15am to 6.00am on Saturdays, forklifts may only be permitted to access Building D with a spotter following the below guidelines.

THE PRIORITY IS REDUCING THE RISK OF FORKLIFT AND PEDESTRIAN INTERACTION. ALL STAKEHOLDERS ARE REMINDED THAT FORKLIFTS ARE NOT PERMITTED TO ENTER BUILDING D FROM 6.00AM TO 3.00PM ON SATURDAY.

Guidelines are as follows:

- All tenants and Buyers are to ensure that the operator of the forklift is guided into and out of Building D by a spotter, which must be supplied by the Building D Tenant. If there is no spotter then a forklift cannot enter or exit Building D between 4.15am and 6.00am.
- Forklifts must give way to all pedestrians AT ALL TIMES.
- Between the hours of 4.15 and 6.00am forklifts must travel at a walking pace when operating inside Building D.

NOTE: All unsafe work practices need to be reported to an SML Market Officer or by calling the 24 hour SML contact number 0409 325 232 or the WHS Manager on 0417 325 171.

KEEP OUR MARKETS CLEAN

Sydney Markets Limited is committed to providing a clean and safe environment. Tenants within Buildings A, B, C, D, E are also responsible for keeping work areas clean including the buyer's walkways and common areas in all Buildings within the Markets. **You should not use a blower as this causes dirt to be blown onto neighbouring stands and stock.**

If you require a red lid General Waste bin or green lid Organic Waste bin contact the Environment Manager Mr Con Kapellos on 0417 325 173. Remember – Do the right thing! Help keep our Market clean and safe!

ILLEGAL DUMPING ONSITE

Sydney Markets continues to work closely with Strathfield Council and the newly formed Government Regional Illegal Dumping Squad to combat illegal dumping of waste on site.



Information of person found dumping rubbish onsite will be passed onto Strathfield Council with fines starting from 2,000 for dumping waste can be issued. *If you see anyone dumping rubbish on site please do not hesitate to contact us to investigate the matter on 0409 325 232.*

PROPERTY UPDATE

Sydney Markets Plaza Shops FOR LEASE

A great opportunity exists for a new retail business.

Shop 9-10 – 157m² (Approximately/Subject to survey)

large premises with dual access from the South and North sides. Also has a small kitchenette. Available Now.

Sydney Markets Plaza Offices Suites FOR LEASE

Office Suite C13 – 29m² (Approximately)

Positioned on the Level 2, with a Northern aspect overlooking the central Plaza courtyard. Available early June 2017.

SYDNEY MARKETS CONFERENCE CENTRE

The Sydney Markets Conference Centre is available for hire. The Centre can be used as one unit or divided into two. **For details and bookings please contact the Executive office on (02) 9325 6298.**

SUBLETTING OF WAREHOUSE SPACE

The Sydney Markets Limited (SML) Memorandum of Lease for Warehouses does not permit the lessee to sublet their premises.

This helps to ensure that Sydney Markets can continue to maintain its Market operations and provide services to its shareholders while protecting your interest in Sydney Markets. SML also recognise that from time to time the needs of your business may change and your space requirements may not always remain the same. In light of this, SML has put in place a policy to allow Warehouse tenants to sublet part or whole of their Warehouse, providing that SML grants permission for the sublease and that a sublet fee is paid for the privilege.

However, an application must first be **completed, submitted and approved** by SML **before** any sublet can commence.

Sublet Application forms are available by contacting the **Property Manager on 9325 6240** or the **Operations Team Leader on 0417 325 232.**

NO SMOKING

All Plaza tenants are reminded that **Shops and Office** suites are **SMOKE FREE ZONES**. Occupiers of any Market space are required under the **Smoke Free Environment Act** to see that persons do not smoke in their premises.



NEW WORK HEALTH & SAFETY WEBPAGE

SML has introduced a dedicated Work Health and Safety (WHS) Webpage for all stakeholders on the Sydney Markets website. The webpage contains the Sydney Markets Work Health and Safety Management Plan and details of Safety Notices, Bi-Monthly Operations updates and Site Services Notices.

Your feedback is important; if you have any queries with regards to the newly launched webpage, please contact the WHS Manager, John Pascucci on 0417 325 171.

SAFE FORKLIFT OPERATIONS

- It is compulsory to wear a seat belt. Comply Notices will be issued for non-compliance. Forklifts without seatbelts cannot be used until a seatbelt is fitted.
- Directional signage and other road signage **MUST** be followed.
- Speed limits are enforceable (10kph under canopies, 20kph in open areas, 5kph on the forklift bridge).
- Forklifts should be governed to no more than 20kph. Forklift governors are randomly checked by SML staff to ensure they have not been tampered with (where possible).
- Pedestrian safety – be aware of pedestrian crossings and access ways.
- Forklift drivers must have a current RMS driver Licences and HRW (High Risk Work) Licence. These must be carried on drivers at all times.
- Defective forklifts are to be reported to the business owner (principal).
- Forklift operators are not permitted to carry passengers on forklifts.
- Travel in a forward direction when not carrying a load. Only travel in reverse whilst carrying a load that would obstruct your vision if travelling forward.
- Forklift lights must be turned on when operating at night.
- No mobile phones or two way radio devices to be used while operating forklifts.
- Do not operate any vehicle when under the influence of drugs (which may include some prescription drugs) or alcohol.
- No vehicles are allowed inside the buyers walks or the end ramp ways of Buildings A, B and C from;
 - 3.00am to 8.00am Monday and Friday
 - 3.30am to 8.00am Tuesday to Thursday.
- RMS Road Rules must be adhered to at all times and as such, the roundabout at Austin Avenue is to be used as per RMS Road Rules.
- No person is to travel or be lifted on the tines of a forklift.
- Do not carry items on the forklifts other than what the forklift is designed to carry on pallets.
- Forklift drivers must not smoke, eat, drink, or use listening devices (e.g. iPods, mobile phones) whilst operating a forklift.
- Do not leave forklifts unattended whilst the forklift is still running.
- Do not leave the keys in the ignition of the forklift whilst the forklift is unattended.
- No pushing or pulling of other vehicles (including deliberately colliding with other forklifts), whilst operating a forklift.
- No 'hooning' or overtaking whilst operating a forklift.

SLOW DOWN • BUCKLE UP • STAY SAFE

For further information and enquiries please contact SML's Operations Manager, Adrian LaCava on 02 9325 6170.

Brian Bigelow
Head of Operations

PERSONAL PROTECTIVE EQUIPMENT (PPE)

All people attending the Wholesale Produce, Growers and Flower Markets from Monday to Friday must wear high-visibility vests and appropriate footwear.



Vests can be purchased from vending machines onsite. Speak to a Market or Security Officer for directions to vending machine locations.

Hotline number 0409 325 232

If you observe any reportable offence such as dumping, suspicious behaviour, transshipping, safety concerns or anything you believe to be reportable, please do not hesitate to contact the hotline number

Hotline number 0409 325 232