

# Traffic Management Plan (TMP)



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# Traffic Management Plan (TMP)

**HS : Health & Safety  
Traffic Management Plan**

## Approval

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## Plan Development

This document must be read in conjunction with the site-specific documentation and company procedures including, but not limited to, the health and safety policy, construction phase plan (where applicable), risk assessments, method statements and permits to work.

The purpose of this plan is to detail specific arrangements and responsibilities in place relating to the site traffic management and to manage the risks associated with vehicular and pedestrian traffic on site.

The document will be displayed and made available to all persons working on site or visiting sites under the control of the business.

## Introduction

The purpose of this construction traffic management plan is to organise site activities so that the vehicle traffic and pedestrian traffic can be segregated to minimise the risk from vehicles and so that traffic routes can be used safely. This report is in connection to an approved planning permission.

The risks from construction site traffic can be controlled through the organisation and management of the traffic on site.

The term vehicle includes cars, vans, lorry's, delivery vehicles, low loaders and mobile plant such as excavators, lift trucks and site dumpers etc.

The term pedestrian includes operatives, workers, management, consultants, visitors, and any other person accessing the site on foot.

The traffic management plan outlines the management of movements of vehicles and pedestrians on site and the interaction with adjacent land use.

Key issues in dealing with traffic management on a construction site and that will be addressed within a traffic management plan are

1. One pedestrian and vehicle segregation
2. Minimise in vehicle movements.
3. People on site
4. Loading and storage areas
5. Turning vehicles
6. Visibility
7. Signs and instructions
8. Public protection

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## Aims and Objectives

The purpose and aims of this plan are:

1. To identify the traffic related hazards and risks present on site
2. To effectively manage the risk from construction site traffic through implementing control measures
3. To communicate the construction site traffic management and procedures to all on site operative's visitors and other interested parties
4. To raise awareness of risks identified in controls in place
5. To eliminate traffic related accidents on site

This document aims to provide a suitable site-specific plan for the managing the risks of construction site traffic. The business has a duty to ensure the safe management or pedestrian and vehicle movements on site.

## Responsibilities

The general duties of the contractor in respect of traffic management are:

- Ensuring adequate planning of the work including traffic management arrangements on site
- Ensuring subcontractors may adequate provision for the selection and supervision of drivers and vehicle safety
- Setting standards for driver competence vehicle safety and maintenance and ensuring control of authorised drivers
- Ensuring coordination and cooperation between different subcontractors
- Coordinating the views of workforce representatives
- Ensuring all workers receive information instruction and training in traffic management arrangements on site rules.
- Monitoring the implementation of traffic management arrangements on site
- Reviewing the implementation of traffic management arrangements on site

## The site manager

The site manager shall:

- Ensure measures such as the use of pedestrian barriers stop blocks one-way systems where possible segregation of route, signage, etc are implemented as required within the construction site following this document
- Ensure a suitable briefing on traffic management requirements is included in site induction for new starters and communicating in a form of toolbox talk to exist in workers following arrangements in this document.
- Ensure suitable steps are taken to coordinate traffic movements in the construction area by involving subcontractors' supervisors in regular reviews of planned work activities include deliveries, every week as per arrangements in this document.
- Ensure suitable steps are taken to coordinate traffic movements on adjacent sites client occupied areas or other access requirements in regular views are planned activities per the arrangements in this document.
- Investigate take appropriate action and respond to reports on workers on deficiencies and faults in the implementation of traffic management arrangements as per this document.

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- The site managers may delegate particular elements of the requirements of the traffic management plan to two other competent members of the site management team as required to ensure the requirements are met effectively and efficiently.

## Staff and subcontractors

Subcontractors using construction vehicles will ensure that the work involving the use of construction vehicles is clearly detailed in method statements and risk assessments taking into account the requirements of this document

Workers in construction area shall adhere to the site rules and the instruction provided through the site induction and all toolbox talk for traffic management arrangements

Workers shall report any deficiencies or faults in the arrangements for the traffic management plan to the site manager who is using the site near miss reporting system.

## Traffic Management Risk Register

Risk	Controls
<p><b>Pedestrians and vehicles interface.</b> Pedestrians struck by vehicles</p>	<p>Separate vehicle and pedestrian access routes to be established. Construction site pedestrians to wear high visibility clothing at all times on site. Audible and visual alarms to be in working order on vehicles. Signage to be displayed on site directing vehicles and pedestrians. Speed limit to be established and enforced.</p> <p>Contractor parking will initially be on-road (limited) and near garages until internal roads are formed, after which a dedicated on-site parking area will be established. Parking will be managed to:</p> <ul style="list-style-type: none"> <li>• Prevent obstruction of public highways</li> <li>• Minimise conflict with local road users</li> <li>• Ensure emergency access routes remain clear</li> </ul>
<p><b>Pre- and Post-Construction Carriageway Survey</b></p>	<p>A condition survey of the adjacent carriageway and footways will be conducted both prior to and after construction. This survey will:</p> <ul style="list-style-type: none"> <li>• Identify existing defects or damage</li> <li>• Form the basis for any remedial works required due to construction-related deterioration</li> <li>• Be documented and retained on file by the Principal Contractor and shared with the Local Authority if requested</li> </ul>



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<p><b>Deliveries</b> Collision/Conflict with other work activities</p>	<p>Clear instructions to be given for delivery drivers when arranging deliveries. Site managers contact details to be displayed at main site entrance for contact on arrival. Ordered every vehicle to be directed to the site office on arrival and banksman notified where access onto site is required. Abnormal load movements (if required, details and route planning will be submitted to the local highways authority in advance)</p>
<p><b>Storage of Materials</b></p>	<p>Materials will be stored safely within the site boundary and away from fencing to avoid hazards to the public. Specific controls include:</p> <ul style="list-style-type: none"> <li>• Secure, level ground storage for pallets, pipes, and boards</li> <li>• Restricting stockpile height and ensuring stability</li> <li>• Positioning stores close to the work area to reduce manual handling</li> <li>• Erecting appropriate warning signage</li> </ul> <p>Storage locations will be clearly marked on site plans and reviewed regularly to account for project phases and constraints.</p>
<p><b>Access Equipment</b> Struck by Vehicles</p>	<p>Access equipment positioned in areas at risk from being struck by vehicles, including other mobile access equipment, to be segregated from vehicle routes with barriers. Mobile access equipment to be accompanied by a banksman on site roads when moving around site</p>
<p><b>Excavations</b> Vehicles entering or overturning</p>	<p>Vehicle routes to be planned away from excavations as far as possible. Vehicles and plan to be kept at a safe distance from excavations. Excavations adjacent to an within one metre of vehicle routes where there is a risk of driving directly into excavation provided with pedestrian barriers and stop blocks minimum 200MM high along the entire length of the excavation. Excavation parallel to and within one metre of vehicle routes where there is a risk of driving indirectly into the excavation to be provided with barriers along excavation</p>
<p><b>Excavations by walkways</b> Falls from height</p>	<p>Excavations to be provided with a solid pedestrian barriers or fences a minimum 300MM from edge of excavation. Barriers are to be distinctively marked with warning signs.</p>



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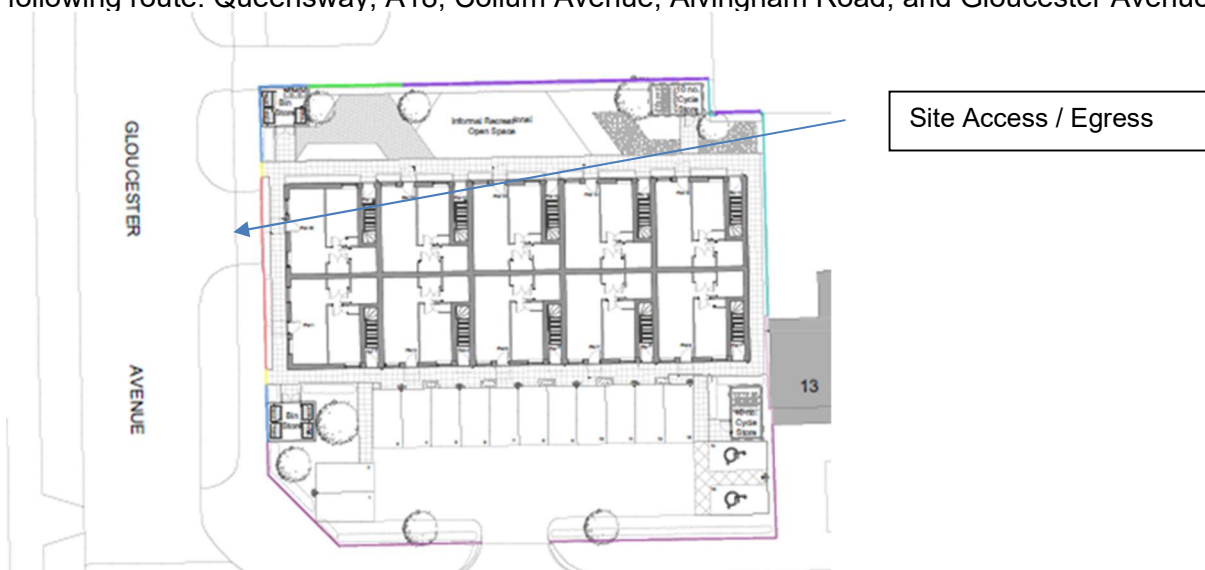
<b>Reversing/Manoeuvring</b> Collisions with pedestrians/Structures	All reversing and turning vehicles to be accompanied by a banksman. This includes delivery vehicles and construction plant.
<b>Poor maintenance of Vehicles</b> Failure if built in controls	All plant to be maintained an examined in accordance with manufacturer's instructions and legal requirements. Where plant is obtained on a hire obtain copies of certificates from the hire company. All construction vehicles to be provided with suitable audible and visual indications of movement. Controls, lights and warning systems to be checked before first use each shift.
<b>Lack of competence</b> Human error due to lack of awareness	Confirm the competence of drivers for the particular vehicles to be used. Instruction given through inductions, on site safety briefings, signage and regular toolbox talks. A banksman will be used if the drivers vision is restricted when operating in congested area. The carrying of passages is prohibited.
<b>Congestion</b> Collision/excessive Manoeuvring	Schedule planned deliveries to be maintained and deliveries planned in advance to avoid conflict with other site operations or local residents and facilities.
<b>Noise</b> Hearing damage	Figures for noise levels will be obtained from the hire company an where these are above 80DB additional measure will be put in place.

## Deliveries

Deliveries will be timed to avoid the busiest rush hour periods whenever practicable. Consideration will be given to adjacent land users and any shared access requirements and planned deliveries communicated and coordinated with any person directly affected.

Mitigation measures will be taken to ensure that any impacts from deliveries are minimised.

Access to the site will be via Gloucester Avenue. Construction traffic will access the site via the following route: Queensway, A18, Collum Avenue, Alvingham Road, and Gloucester Avenue.



## Site Hours

Site hours will be 8AM to 6PM Monday to Friday and 8am to 1pm on Saturdays. No Sunday working. Noise will be kept to a minimum other than the generally day to day running of the site. Site deliveries and collections are scheduled at suitable times during the day to avoid anti-social hours, school rush hours, work rush hours, local deliveries, and local organised events where the volume of local traffic may increase.

## Public Highway

Wheel wash facilities will be provided in the form of jet wash. This will minimise the spread of material from the site and the risk of road contamination. In addition, the site roads will be regularly cleaned daily using a road sweeper.

These steps will ensure that material will not be transferred to the public highway. Dust suppression measures will be implemented on site to minimise the risk of dust spread.

## Pedestrians

Traffic routes will be established to minimise the interface between vehicles and pedestrians. The site entrance will be separate for vehicles and pedestrians where possible, or where this is not possible and pedestrian and vehicle access cannot be adequately celebrated, priority will be given to pedestrians and a banksman will coordinate all vehicle entry and egress from site.

Pedestrian barriers will be erected at the site access to control the interface to members of the public and site traffic.

A crossing point for pedestrians over site access will be established and demarcated and signed. The site manager will ensure that the pedestrian and vehicle interfaces safely controlled.

## Welfare Facilities

Site welfare facilities and office cabins will be established before works commence and remain on site for the duration of the contract. Welfare facilities provided are to be in accordance with Schedule 2 of the CDM Regulations 2015 and CIS 59. It is proposed that the welfare facilities will be on the grassed area next to the plot.

The client / Contract Administrator is aware of this duty and will ensure this guidance is followed. If there are particular constraints, which make it difficult for welfare facilities to be provided, the client should co-operate with contractors and assist them with their arrangements. Principal Contractors must ensure that adequate welfare facilities are provided and maintained during construction work.

Welfare, what must be provided:

- Flushing toilets connected to the mains water and drainage system where possible.
- If main connection is not available, then facilities with a built in water supply and drainage tank.
- Portable chemical toilets can be used as a last resort (justification with CDM C / Client) If using portable chemical toilets, you need 1 for every 7 people working a 40 hour week.
- Toilets should be ventilated, lit and kept clean

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- There should be arrangements for cleaning the toilets (daily may not be sufficient) and an adequate supply of toilet paper etc
- There should be wash basins with hot and cold (or warm) running water next to the toilets with soap and towels (or hand dryers)
- The basins should be large enough to wash hands, face and forearms

## Materials Storage

Materials shall be stored so they are protected from damage or contamination.

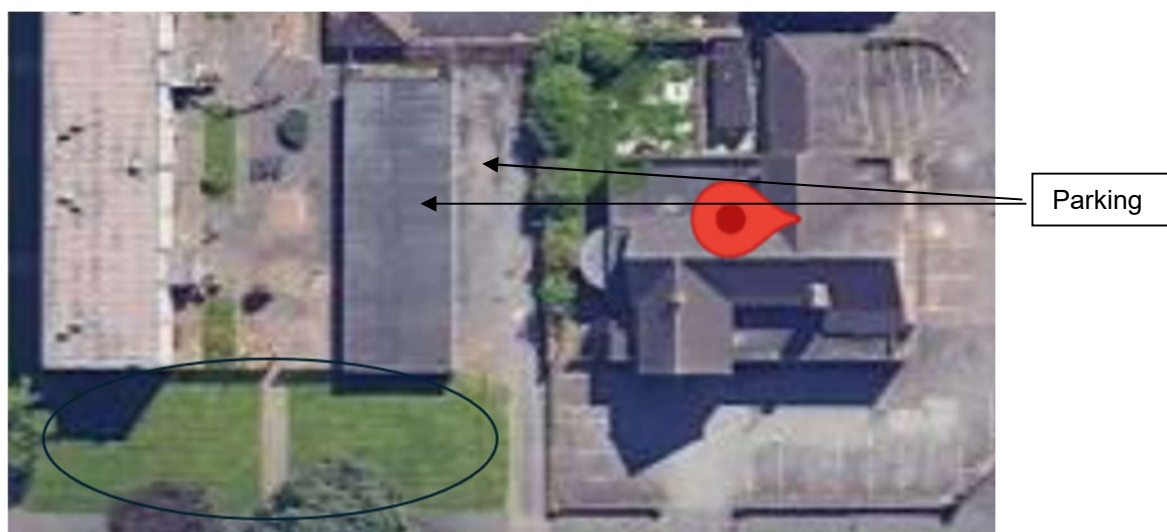
Stored materials can present several hazards such as: -

- materials may fall from storage areas
- pallets and manhole rings may topple or otherwise move
- part-opened pallets and badly stored material can topple
- piles of sand, gravel, earth etc. may shift, burying those who are climbing on them, or
- during the transfer of materials between off-site storage areas and the site.

These hazards will be reduced by: -

- storing materials within the site perimeter in safe area and away from the perimeter fencing.
- pallets stored on level ground, stacked no more than two high with materials prevented from rolling by storing them on their end rather than chocking them where possible.
- storing materials such as plywood horizontally, and making sure they are firmly secured to prevent them being blown away
- ensuring loose materials stored on platforms or other similar areas cannot fall accidentally.
- avoiding leaving vertical faces on piles of sand, gravel and spoil
- avoiding storing materials on site where possible. If it is unavoidable, positioning storage areas away from busy public routes, and keeping distances between stores and the construction area as short as possible.
- erecting warning signs.

Work equipment shall be stored safely at the end each shift preferably in a locked store or removed from site. Plant and mechanical equipment shall be immobilised at the end of each shift and the keys locked in the site cabin or preferably removed from site and held by the operator.



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## Control of construction vehicles

Vehicular access routes will be established on site, and as far as reasonably practicable these will be away from pedestrian routes, uneven ground, excavation and structures.

Designated parking areas for construction site vehicles will initially be on the road (limited) and next to garages until the road is complete and then a designated parking space will be created – during the road construction there will be limited vehicles on site.

All turning or reversing will be accompanied by competent banksman.

Records shall be kept on site for all construction vehicles accessing the site and should include the following:

1. Make model and serial number.
2. Records of inspection of work equipment including written weekly cheque of the operation of the equipment confirming in the advocacy of safety devices such as emergency stops, audible and visual alarms, controls guards etc
3. Records of examination of lifting equipment including dates of last and next examination
4. Plant operator's certification and training records
5. Register of authorised users of each designated piece of construction plant

Subcontractors shall also make the above information available on site and will be stored at the site office.

Unused construction plant is stored away from work areas and designated traffic routes in agreement with the site manager on the construction plant will be promptly removed from site on completion.

Requirements for any additional plan will be discussed with the site manager in advance before delivery to site.

## Communication of information

The traffic management will form part of the site induction, and toolbox talk will be delivered within the early stages of the project as a further reminder of the hazard and construction site traffic and the site specific controls in place to reduce the risks on site.

Traffic management arrangements will be discussed during daily briefings to include plant deliveries and any restrictions or changes due to the developing site conditions or short-term activities.

Consultation and an open-door policy will be implemented to gain worker involvement and understanding and traffic management arrangements.

## Reporting

Everyone on site must contribute to the site safety and will be requested report any near misses or dangerous situations, including that involving traffic management on site.

The near miss system will be used to assess any deficiencies in traffic management arrangements, and remedial action will be taken as necessary.

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## Subcontractor's

All subcontractors will be inducted and provided with information on traffic management procedures in place. Contractors will also be required to submit details of planned deliveries and to comply with the contents of this traffic management plan. Subcontracted deliveries must be arranged by the site manager and coordinated with other planned deliveries.

## Monitoring

Traffic management will be assessed and monitored ongoing throughout the project with any changes made to the plan as necessary to ensure safe access, egress and movement of vehicles and persons around the site.

A record of all deliveries will be held at the site office. Delivery notes for all deliveries will be held on site.

The above information will be used to produce a monthly report which will identify any improvements required to the plan in addition to any deviations from that proposed.

H&S compliance checks will take place.

