

Title	Traffic Management Plans
Council Resolution	Item 13 (15 March 2016) as per Council Minutes
Responsible Directorate	City Services & Infrastructure
Due for Review	14 March 2020
Strategic Plan Reference	3.1.3 Deliver services that create sustainable and liveable built environments.
ECM	Council Policies

PURPOSE

This policy provides clarity and consistency when developing, assessing and/or implementing Traffic Management Plans and reinforces compliance with the Australian Standard and the relevant guidelines.

SCOPE

This policy applies to:

- All traffic management plans developed by Council staff and/or external parties.

STATUTORY REQUIREMENTS

Acts	<ul style="list-style-type: none"> • <i>Traffic Act 1925</i> • <i>Roads and Jetties Act 1935</i> • <i>Local Government Highways Act 1982</i>
Regulations	<ul style="list-style-type: none"> • <i>Road Rules 2009</i>
Australian/International Standards	<ul style="list-style-type: none"> • Australian Standard <i>AS1742.3 Manual of uniform traffic control devices Part 3: Traffic control for works on roads</i> • Department of State Growth's <i>Traffic Control for Works on Roads - Tasmanian Guide 2011</i>

DEFINITIONS

Traffic Management Plan (TMP)	A document or diagram showing signs and devices arranged to warn traffic and guide it around, past or, if necessary through a work site or temporary hazard.
Risk Assessment (RA)	The process of analysing the risks associated with hazards and evaluating them to determine steps for risk control and priorities.

POLICY STATEMENT

1. The following types of work on or adjacent to a road require the preparation of TMP as a treatment to reduce the risk of injury to workers and the public:
 - a. Road construction works (long term/short term);
 - b. Any works undertaken by external organisations on Council's roads; and/or
 - c. Temporary road closures and temporary partial road closures.

In terms of Special Events requiring alteration to normal traffic conditions, a Risk Assessment (RA) must be conducted to identify whether a TMP is required.

2. The required TMP must be provided in compliance with the requirements of *Traffic Control for Works on Roads - Tasmanian Guide 2011* and must be installed in accordance with the relevant Australian Standard – AS1742.3, *Manual of uniform traffic control devices, Part 3: Traffic control for works on roads*.
3. TMPs must be prepared by a person who has satisfactorily completed the Australian Qualifications Framework Resources and Infrastructure Industry (AQFRII) training package unit RIICWD503A – ‘Prepare Work Zone Traffic Management Plan’ or equivalent.
4. Where a TMP requires acceptance from Council, the Council reviewer must have satisfactorily completed the AQFRII training package unit RIICWD503A – ‘Prepare Work Zone Traffic Management Plan’ or equivalent.
5. Persons undertaking traffic management activities in the road reserve must have satisfactorily completed the AQFRII training package unit RIIOHS302A – ‘Implement Traffic Management Plan’ or equivalent.
6. In addition to the above qualification, where manual traffic control is required it must be performed by those who have also satisfactorily completed the AQFRII training package unit RIIOHS205A – ‘Control Traffic with a Stop/Slow Bat’ or equivalent.
7. Persons involved in development, review and implementation of TMPs must complete refresher training at three year intervals to maintain accreditation and keep up with ongoing changes to standards and legislation.
8. Project title, name and title of the designer, designer’s accreditation number and date of expiry of accreditation, date of design and the implementation timeframe must be included in the TMP’s legend.
9. Daily traffic management records must be prepared during the implementation of the TMP and must be kept as part of the works documentation for future reference.

BACKGROUND

Any type of works on or adjacent to a road must provide a safe workplace for workers and road users. To achieve this, traffic control at work sites is provided to maintain a safe workplace for workers and to safely guide road users through work sites. It is essential for safety that traffic control at work sites is maintained to an effective standard.

The State Government Department of State Growth has prepared a document *Traffic Control for Works on Roads - Tasmanian Guide 2011* that outlines the current requirements for traffic control on roads in Tasmania.

Based on the Guide, "Traffic control at work sites in Tasmania must be installed in accordance with the relevant Australian Standard - AS1742.3, Manual of uniform traffic control devices, Part 3: Traffic control for works on roads".

In terms of traffic control at work sites, a Traffic Management Plan (TMP) is usually developed to show the arrangement of signs and devices required to warn traffic and guide road users around, past or, if necessary through a work site or temporary hazard. In all cases the TMP should be prepared, approved and implemented by appropriately qualified persons.