Traffic Management Plan

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Purpose and Scope

This Traffic Management Plan (TMP) sets out the systems, controls and procedures that [Company Name] will implement to eliminate or minimise risks arising from vehicle and mobile plant movements in and around worksites.

It is designed for use across:

- Civil construction and earthworks projects (e.g. roadworks, subdivisions, bulk earthworks)
- Arboriculture and tree services (e.g. tree removals using chippers, EWP, cranes)
- Concrete and formwork operations (e.g. boom pumps, agitators, deliveries)
- Plumbing and gasfitting projects (e.g. trenching, service installations, vac trucks)
- Landscaping works (e.g. skid steers, mini-excavators, tip trucks)
- Building and construction sites (e.g. cranes, telehandlers, delivery vehicles)
- Fencing contractors (e.g. post drivers, augers, material deliveries)

The TMP applies to all workers, contractors, visitors and members of the public who may be affected by [Company Name]'s activities.

Objectives

The objectives of this Traffic Management Plan are to:

- Identify traffic-related hazards arising from vehicles and mobile plant
- Assess the risks to workers and others, including pedestrians and the public
- Implement effective controls to eliminate or minimise those risks so far as is reasonably practicable
- Provide clear instructions for planning, setting out, monitoring and reviewing traffic management arrangements
- Define roles, responsibilities and communication pathways
- Support compliance with relevant work health and safety legislation, codes of practice and Australian Standards

Definitions

Key Terms

- **Traffic Management Plan (TMP)** – A documented plan that details how vehicle and pedestrian movements will be safely managed on and around a worksite.
- **Traffic Guidance Scheme (TGS)** – A diagram showing the layout of signs, cones, barriers and devices used to guide traffic past or through a work area, typically based on AS 1742 and state/territory manuals.

- **PCBU** – Person Conducting a Business or Undertaking, as defined in WHS legislation.
- **Mobile Plant** – Any powered plant that is capable of moving under its own power, such as excavators, skid steers, loaders, cranes, EWPs, telehandlers and forklifts.
- **Pedestrian** – Any person on foot, including workers, subcontractors, visitors and members of the public.
- **Exclusion Zone** – A designated area from which unauthorised persons are excluded due to the risk of plant or vehicle movement.
- **Spotter** – A trained person responsible for directing plant/vehicle movements and ensuring pedestrian separation.

Roles and Responsibilities

PCBU / Directors / Senior Management

- Ensure adequate resources are provided to develop, implement and maintain this TMP.
- Verify that traffic management is included in project planning, tendering and pre-start risk assessments.
- Ensure competent persons are engaged to prepare or approve TGS and site-specific traffic arrangements.
- Provide and maintain plant, equipment and traffic control devices that are fit for purpose.
- Ensure workers are trained and competent in traffic management procedures relevant to their role.
- Monitor compliance with the TMP through inspections, audits and consultation.

Project Manager / Site Manager

- Implement this TMP on all relevant sites and adapt it to specific conditions.
- Ensure a site-specific traffic risk assessment and traffic layout plan are completed before work starts.
- Coordinate with principal contractors, road authorities and utility providers where required.
- Ensure traffic controls (signage, barriers, delineation) are installed, maintained and removed correctly.
- Confirm that all plant operators, truck drivers and subcontractors are inducted into site traffic rules.
- Investigate traffic-related incidents, near misses and non-conformances and implement corrective actions.