

# Guiding principles for temporary traffic management plans

## Introduction

**All developers and contractors** intending to use **any part of a road or road related area** such as a footpath will need to apply to Roads ACT for the authorisation of a temporary traffic management (TTM) plan.

TTM plans are used to manage the safety of the public and workers on site. They document the authorisation to install, display or interfere with, change or remove traffic control devices (TCDs), temporary TCDs and other features. All TTM plans must be prepared by a qualified person and must include details on:

- the start date and end date of works
- the extent of the proposed work area
- any TCDs, including temporary devices, that are to be installed, removed or altered
- the licence number of the person who prepared the plan.

In addition to a TTM plan, developers and contractors will need to apply for:

- work approval – for any occasion when work will occur on public unleased land including the implementation of measures included within the TTM plan
- approval to temporarily close a public road or use a closed public road.

If permanent signage, road markings or other TCDs need to be changed as a result of development the developers and contractors will need to apply for an approval to amend the TCD inventory.

## Guiding principles

The following guiding principles are considered as part of the decision process for the authorisation of TTM plans and the approval of requests to close any part of a public road (including footpaths and nature strips). In priority order the guiding principles are as follows:

- **SAFETY** – TTM plans must control the risks, for both workers and the general public, associated with work on or adjacent to the public road. These plans need to be mindful that any feature placed within the road environment has the potential to be a hazard for road users. This is particularly so for the more vulnerable road users such as cyclists, pedestrians and the mobility impaired. Attention to detail when locating signs and directive barriers is essential.
- **ACCESSIBILITY** – TTM plans should ensure access to the public road and essential goods and services is maintained for all road users. Consideration must be given to accommodating the needs of bus users and the mobility and visually impaired including provision of parking.
- **AMENITY** – TTM plans should minimise delays to traffic (including pedestrians and cyclists) and, where practical, maintain the most direct and convenient route between destinations. There is an expectation that traffic lanes, footpaths, cycle paths, cycle lanes and shared paths should remain open for use. Traffic lane and footpath/nature strip closures and their associated detours will only be considered when there is a safe alternative or when construction has to occur on or within the public road. There is also an expectation that

footpath and cycle routes will be maintained on the same side of the street and that additional road crossings will be minimised. Where this is not possible the detour should be as short as possible and as close to the level of difficulty of the original route. Designers should consider adjoining or nearby developments when selecting detours as well as the impact of increased traffic on existing paths.

- **ASSET** – TTM plans should minimise damage and the risk of damage to the road asset including natural features such as landscaping and trees.

Note: Temporary Traffic Management must be designed to accord with *AS1742 part 3* and the *Traffic Control at Worksites Manual (RMS 2012)*.

### Special considerations for cycling and walking

Roads ACT places a high importance on active travel and recognises that everyone will be a pedestrian for part of their trip. Cyclists and pedestrians have some additional requirements which must be considered within the planning of a TTM plan. These include:

- **Variety of user needs** – Cyclists and pedestrians have a wide variety of ability and needs. TTM plans need to be designed to accommodate the needs of all likely pedestrians and cyclists. If a facility is provided for a segment of cyclists or pedestrians this should be outlined in the TTM plan. For example, an on road cycle lane which not all cyclists have the confidence to use.
- **Path quality** – Cyclists and pedestrians require a high quality path. TTM plan designers need to give consideration to providing:
  - adequate width (at least 1.2 metres one-way)
  - suitable grade
  - a good quality of surface to match the existing
  - a non-slip freely draining surface, free of trip hazards and debris
  - adequate clearance from barriers, obstructions, landscaping and vehicular traffic
  - adequate clearance from temporary fencing including protruding post footings, the treatment of path connections including at grade path connections and treatment of temporary kerb ramps.

If any of these requirements cannot be met in a particular case, designers must consult Roads ACT as soon as possible.

- **Legibility** – Cyclists and pedestrians tend to have more time to assess their route and are more easily able to make route choice decisions on the move. If cyclists and pedestrians need to detour the reason needs to be obvious and clearly communicated at the earliest opportunity.

Note: Designers must refer to the ACT Municipal Infrastructure Standards (in particular *MIS 05 – Design Standard – Active Travel Facilities Design*) for acceptable dimensions for cycle paths and footways.

## Dictionary

- **Public road** is any street, road, lane thoroughfare, footpath or place that is territory land and open to or used by the public.
- **Traffic Control Devices (TCD)** are the proscribed signs, road markings and other controls used to warn, inform and guide traffic. It is an offence for anyone other than an authorised person to install, remove or alter any TCD.
- **Temporary Traffic Control Devices** are the proscribed temporary road signs, road markings and directive barriers used to manage and regulate all traffic (which includes vehicular, pedestrian and cyclist traffic). It is an offence for anyone other than an authorised person to install, remove or alter any temporary TCD.
- **Temporary Traffic Management Plans** are a plan prepared by a qualified person that detail the use of temporary TCDs and changes to permanent TCDs for the management of traffic at, through, past and on the approaches to work sites. An authorised TTM forms a legal agreement authorising a person to install, remove or alter permanent TCDs in accord with the authorised TTM plan. Any change from the authorised plan must be documented and may require additional authorisations. The TTM is not a blanket approval for works and separate approvals may be required for other specific activities (you should check with Roads ACT).