

**Manual**

**Queensland Guide to Temporary Traffic Management  
Part 2: Traffic Management Planning**

**March 2025**



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**About this document**

This document supplements the Austroads *Guide to Temporary Traffic Management Part 2 Traffic Management Planning*, which has been specifically prepared to assist with the preparation of traffic management plans (TMPs), in accordance with Austroads best practice. It provides general information about the context, components and format of a TMP.

**How to use this document**

This document is designed to be read and applied together with the Austroads *Guide to Temporary Traffic Management Part 2: Traffic Management Planning* (AGTTM02-21 Edition 1.1)). You must have access to the Guide to understand what applies in Queensland.

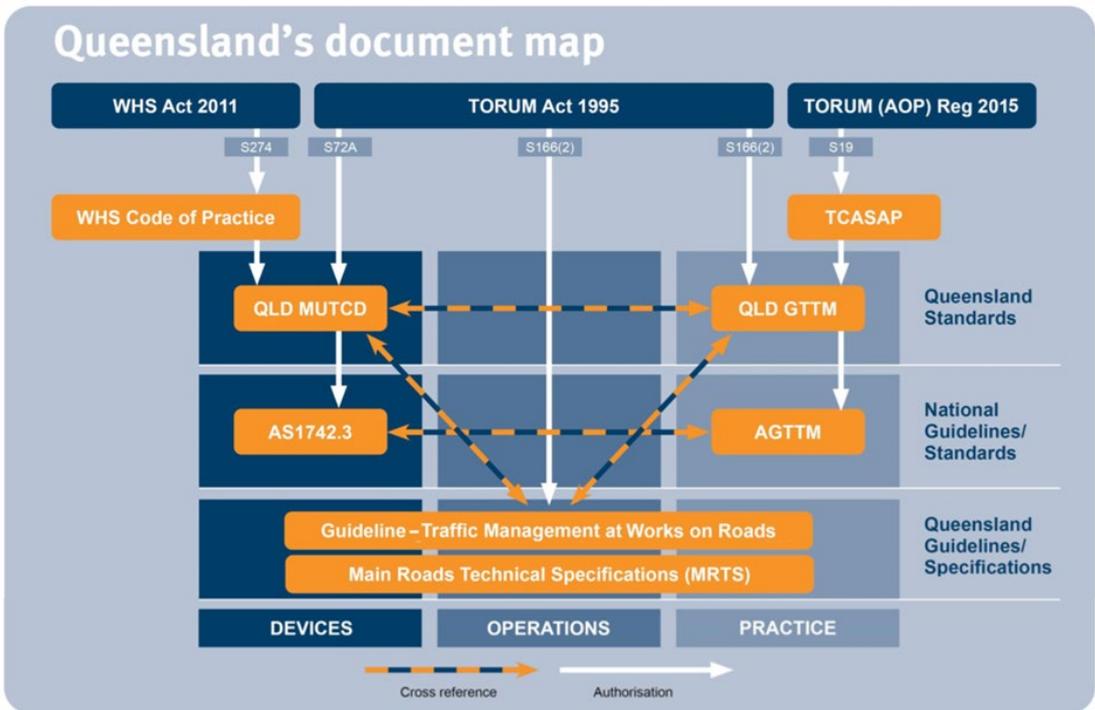
This document:

- sets out how AGTTM02-21 applies in Queensland
- has precedence over AGTTM02-21 when applied in Queensland
- has the same section and clause numbering and headings as AGTTM02-21.

The following table summarises the relationship between AGTTM02-21 and this document:

Applicability	Meaning
Accepted	The Guide section or clause is accepted.
Accepted, with amendments	Part or all of the section or clause has been accepted with additions, deletions or differences.
New	There is no equivalent section or clause in the Guide.
Not accepted	The Guide section or clause is not accepted.

A summary of the documents relevant to TTM practice in Queensland, and their links, is provided following:



## References

The following references apply when reading AGTTM02-21.

Reference to...	Means
AGTTM02-21	<p><i>Austrroads Guide to Temporary Traffic Management Part 2: Traffic Management Planning</i>, as amended by this document: for example, a reference to AGTTM02-21 means you must refer to the <i>Queensland Guide to Temporary Traffic Management (QGTTM) Part 2</i>.</p> <p>Throughout AGTTM02-21, references are made to other parts of the Guide (for example, when reading Part 2 you may be referred to Part 3 for further information.) In this case, you must refer to the equivalent Part within the QGTTM. Check the applicability of the equivalent Part in the QGTTM <b>before</b> referring to the referenced Austrroads Guide Part.</p>
AGTTM	<i>Austrroads Guide to Temporary Traffic Management</i>
AS 1742	Australian Standard AS 1742 <i>Manual of Uniform Traffic Control Devices</i>
Queensland (Q) series / Traffic Control (TC) signs	<a href="#">MUTCD (Q) series and TC signs</a> .
Queensland MUTCD	<a href="#">Queensland Manual of Uniform Traffic Control Devices</a> which supplements AS 1742.

**Relationship table (harmonised to AGTTM02-21 Edition 1.1)**

Section	Description		Applicability
1	<b>Introduction to Traffic Management Planning</b>		
	1.1	Purpose	Accepted
	1.2	Structure of AGTTM	Accepted
	1.3	Scope of Part 2	Accepted
	1.4	Definitions	Accepted
2	<b>Objectives and principles of Traffic Management Plans</b>		
	2.1	Objectives	Accepted
	2.2	Contextualising Traffic Management Plans	Accepted
	2.3	Risk	Accepted
	2.4	Hierarchy of control	Accepted
	2.5	Policy and regulatory context	Accepted
	2.6	Review and approval	Accepted
	2.6.1	<i>Minimum requirements for Traffic Management Plan</i>	Accepted with amendments
	2.6.2	<i>Principles for consideration in the preparation and review of a Traffic Management Plan</i>	Accepted
	2.6.3	<i>Timing of preparation</i>	Accepted
	2.6.4	<i>Submission to road infrastructure manager</i>	Accepted with amendments
	2.7	Documentation	Accepted
	2.8	How the Traffic Management Plan is used	Accepted
	2.8.1	<i>Decision making</i>	Accepted
	2.8.2	<i>Transparency</i>	Accepted
2.8.3	<i>Duty of care</i>	Accepted	
3	<b>Preparation of a Traffic Management Plan</b>		
	3.1	Approach to Traffic Management Plan preparation	Accepted
	3.2	Introductory activities	Accepted
	3.2.1	<i>Identify project parameters</i>	Accepted
	3.2.2	<i>Break down project into stages</i>	Accepted
	3.2.3	<i>Conduct traffic assessment</i>	Accepted
	3.3	Risk assessment	Accepted
	3.3.1	<i>General</i>	Accepted
	3.3.2	<i>Identify risks of each stage</i>	Accepted
	3.3.3	<i>Analyse the risks</i>	Accepted
	3.3.4	<i>Identify treatment options</i>	Accepted with amendments
	3.3.5	<i>Evaluate each treatment option</i>	Accepted

Section	Description	Applicability
3.3.6	<i>Speed management plan</i>	New
3.3.7	<i>Speed enforcement</i>	New
3.3.8	<i>End-of-queue treatment</i>	New
3.4	Plan and design	Accepted
3.4.1	<i>Plan and design selected risk treatment</i>	Accepted
3.4.2	<i>Document in the Traffic Management Plan</i>	Accepted
3.4.3	<i>Identify Traffic Guidance Schemes required</i>	Accepted
3.5	Ongoing activities	Accepted
3.5.1	<i>Communication and consultation</i>	Accepted
3.5.2	<i>Monitoring and review</i>	Accepted
3.6	Summary	Accepted
<b>4</b>	<b>Documenting Traffic Management Plans</b>	
4.1	General	Accepted
4.2	Introduction	Accepted
4.2.1	<i>Purpose of a Traffic Management Plan including risk management</i>	Accepted
4.2.2	<i>Traffic management objectives for the project</i>	Accepted
4.2.3	<i>Statement of duty of care</i>	Accepted
4.2.4	<i>Site inspection expectation</i>	Accepted
4.2.5	<i>Site induction and training plan</i>	Accepted
4.3	Project overview	Accepted
4.3.1	<i>Project location</i>	Accepted
4.3.2	<i>Project details</i>	Accepted
4.3.3	<i>Site constraints / impacts</i>	Accepted
4.4	Project administration	Accepted
4.4.1	<i>Pre-start meeting</i>	Accepted
4.4.2	<i>Communication of administrative procedures</i>	Accepted
4.4.3	<i>Registers</i>	Accepted
4.4.4	<i>Responsibilities</i>	Accepted
4.4.5	<i>Work health and safety and occupational health and safety arrangements</i>	Accepted
4.4.6	<i>Incident procedures</i>	Accepted
4.4.7	<i>Consultation</i>	Accepted
4.5	Risk management	Accepted
4.5.1	<i>Risk management process</i>	Accepted
4.5.2	<i>Future risks</i>	Accepted
4.6	Documenting the Traffic Assessment	Accepted
4.7	Traffic management planning and design	Accepted

Section	Description	Applicability
4.7.1	<i>Staging of work</i>	Accepted
4.7.2	<i>Night work provisions</i>	Accepted
4.7.3	<i>Traffic Guidance Schemes</i>	Accepted with amendments
4.7.4	<i>Documenting the risk assessments and options analysis</i>	New
4.7.5	<i>Documenting the speed management plan, enforcement, &amp; end-of-queue treatments</i>	New
4.8	Emergency arrangements and contingency planning	Accepted
4.8.1	<i>Emergency services access</i>	Accepted
4.8.2	<i>Emergency arrangements</i>	Accepted
4.8.3	<i>Contingency planning</i>	Accepted
4.9	Variations	Accepted with amendments
4.9.1	<i>Innovation</i>	Accepted with amendments
4.9.2	<i>Evaluation of variations from this Guide and standards</i>	Accepted
4.9.3	<i>Variation from approved traffic management plan</i>	Accepted
4.10	Notification requirements	Accepted
4.10.1	<i>Public notification</i>	Accepted
4.10.2	<i>Notification of other agencies</i>	Accepted
4.10.3	<i>Notification of emergency services</i>	Accepted
4.11	Monitoring	Accepted
4.11.1	<i>Specific monitoring requirements</i>	Accepted
4.11.2	<i>Site inspections and record keeping</i>	Accepted with amendments
4.12	Management review	Accepted
4.12.1	<i>Traffic Management Plan review and improvement</i>	Accepted
4.12.2	<i>Long term projects</i>	Accepted
4.13	Traffic Management Plan auditing	Accepted
4.13.1	<i>Audit types</i>	Accepted
4.13.2	<i>Considerations for audits</i>	Accepted
4.14	Submission and approval process	Accepted
4.14.1	<i>Timeframes for review</i>	Accepted
4.14.2	<i>Review requirements</i>	Accepted
<b>Appendices</b>		
A	Checklist of Traffic Management Plan components	Accepted with amendments
B	Traffic Management Plan risk considerations checklist	

Section	Description	Applicability	
C	Identifying, evaluating and selecting an option – Gympie Road (Queensland)		
	C.1	General	Accepted
	C.2	Identification and analysis of issues and risk	Accepted
	C.3	Identifying the options	Accepted
	C.3.1	<i>Key site features</i>	Accepted
	C.3.2	<i>Identify all options</i>	Accepted
	C.3.3	<i>Evaluating each option</i>	Accepted
	C.4	Final staging diagram	Accepted

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## **2 Objectives and principles of Traffic Management Plans**

### **2.6 *Review and approval***

#### **2.6.1 Minimum requirements for traffic management plan**

##### *Difference*

Replace guidance with following:

The checklist outlined in Appendix A provides an indicative list of requirements for consideration in developing a TMP. Where a requirement is not discussed in a TMP, explanation should be provided as to why.

#### **2.6.4 Submission to road infrastructure manager**

##### *Difference*

Replace guidance with following:

The TMP may be reviewed by an appropriately competent and qualified person other than the person who prepared the TMP and submitted to the appropriate road infrastructure manager.

## **3 Preparation of a Traffic Management Plan**

### **3.3 *Risk assessment***

#### **3.3.4 Identify treatment options**

##### *Addition*

Add the following dot point to the treatment options to be considered:

- Mobile works – some work types and locations may be suited to implementation by a mobile works convoy. The controls applied and work arrangements for mobile work methods are set in QGTTM Part 4.

##### *Addition*

In the subsection '**Length of single-lane operation under reversible traffic flow**', add the following:

Generally, when using Table 3.5, and where the lengths are within the maximum limits, single-lane operation using active control by portable traffic control devices or traffic controllers will lead to a relatively short and consistent or stable queue length; however, additional traffic engineering input and consideration (risk assessments) are required to support longer lengths of single-lane operation which will generally lead to longer maximum queue lengths and queue lengths that are not easily managed, or are variable and unstable. Contingency planning for longer than expected or continually growing queue lengths shall be included as part of the TGS design. End-of-queue protection measures (refer to QGTTM Part 3 Section 4.8.3) shall be considered.

### Difference

Replace the following:

Traffic control may not be required if:

- there is clear visibility past the work area and beyond it for at least 75 m, or to the end of the road if less than 75 m away and the length of the shuttle lane does not exceed 60 m
- road users have clear visibility of the work area and the opposing approach for a distance greater than 150 m and either one of the following:
  - traffic volume in both directions is 40 vph or less, and the speed is 70 km/h or less, and the length of the single lane is 60 m or less
  - the length of the single lane is 100 m or less, and GIVE WAY and ONE LANE signs are provided at one end of the shuttle lane
  - it is a residential street and the length of the shuttle is 60 m or less.

with

Active traffic control (by traffic controllers or PTCs) may not be required where:

- GIVE WAY and ONE LANE signs are provided at one end of the shuttle lane and the NO OVERTAKING OR PASSING sign is also to be erected at the start of the single lane for traffic in the opposite direction and all the following apply:
  - traffic volume in both directions is 150 vph or less
  - the traffic speed is 70 km/h or less
  - each entry to the work area is visible from the other
  - the length of the single lane or shuttle flow segment is 120 m or less, and
  - there is sight distance to opposing traffic of at least 200 m beyond the far end of the work area for traffic facing the GIVE WAY, ONE LANE assembly.
- No specific traffic control signs are required for the single lane section, and traffic operates under natural give and take using the one open lane and either one of the following applies:
  - it is a residential street (permanent posted speed is 50 km/h or less) and there is clear visibility past the work area and beyond it for at least 75 m, or to the end of the road if less than 75 m away and the length of the shuttle lane does not exceed 60 m, or
  - road users have clear visibility of the work area and the opposing approach for a distance greater than 150 m or to the end of the road if less than 150 m away, the traffic volume in both directions is 40 vph or less, the permanent posted speed is 70 km/h or less, and the length of the shuttle lane is 60 m or less.

Addition

Where active traffic control is not provided (working under natural give and take, or where GIVE WAY and ONE LANE signs are in operation), the taper should be at 45 degrees on both the approach and departure sides of the work area and the remaining open single lane section should have a maximum width of 3.5 m. See QGTTM Part 3 Figure 5.4.4(a) for an example layout.

Difference

In the subsection '**Other traffic assessment elements – Lane widths**'

Replace Table 3.6 with the following:

**Table 3.6 – Lane widths**

Criteria	Lane width (m)
<b>General lane widths</b>	
≤60 km/h	Minimum 3.0*
70, 80 or 90 km/h	Minimum 3.2*
≥100 km/h	Minimum 3.4*
Curve with radius 100–250 m	Add curve widening of 0.5 m per lane
Curve with radius <100 m	In addition to the curve widening of 0.5 m per lane, consider the swept path of long vehicles (for example, buses, trams)
Two-way residential street	Minimum of 5.5 (sum both ways)
<b>Shuttle flow operation</b>	
Shuttle flow with active control (by traffic controllers or PTCDs)	Minimum 3.0*
Shuttle flow, without active control on residential streets, includes no control or the use of GIVE WAY and ONE WAY signs (see Section 5.4.4).	Minimum 3.0* and Maximum 3.5 to ensure vehicles take turns using a single lane

\* Temporary minimum lane widths are not to be greater than existing lane widths. This minimum temporary lane width does not apply to curves of radius 250 m or less, or locations where there are fixed vertical obstructions such as fences or safety barriers within 30 cm of the edge of the lane on one or both sides. Where these conditions apply, consider widths wider than those listed previously to accommodate large vehicles. The speed to be used when considering lane width requirements is the speed limit (permanent or reduced) which is applicable to that length of road.

### 3.3.6 Speed management plan

New

Requirements for a speed management plan are included in the Transport and Main Roads Technical Specification [MRTS02 Provision for Traffic](#), and for projects not subject to the requirements of MRTS02, the requirements of MRTS02 may be adopted.

### **3.3.7 Speed enforcement**

#### New

Requirements for planned speed enforcement are included in the Transport and Main Roads Technical Specification [MRTS02 Provision for Traffic](#), and for projects not subject to the requirements of MRTS02, the requirements in MRTS02 may be adopted.

Also consider the specific signing requirements for speed enforcement activities in QGTTM Part 3 Section 5.5.4 *Speed enforcement*.

### **3.3.8 End-of-queue treatments**

#### New

End-of-queue risk control measures, in accordance with Chapter 1, Clause 2 of the [Guideline – Traffic Management at Works on Roads](#) shall be used if required by QGTTM Part 3, Section 4.8.3.

End-of-queue risk control measures may also be triggered by the requirements in Clause 6.5.7 of the Transport and Main Roads Technical Specification, [MRTS02 Provision for Traffic](#) or nominated as mandatory control measures in Clause 5.8 of Annexure MRTS02.1

For projects not subject to the requirements of MRTS02, the requirements in MRTS02 may be adopted.

## **4 Documenting Traffic Management Plans**

### **4.7 Traffic management planning and design**

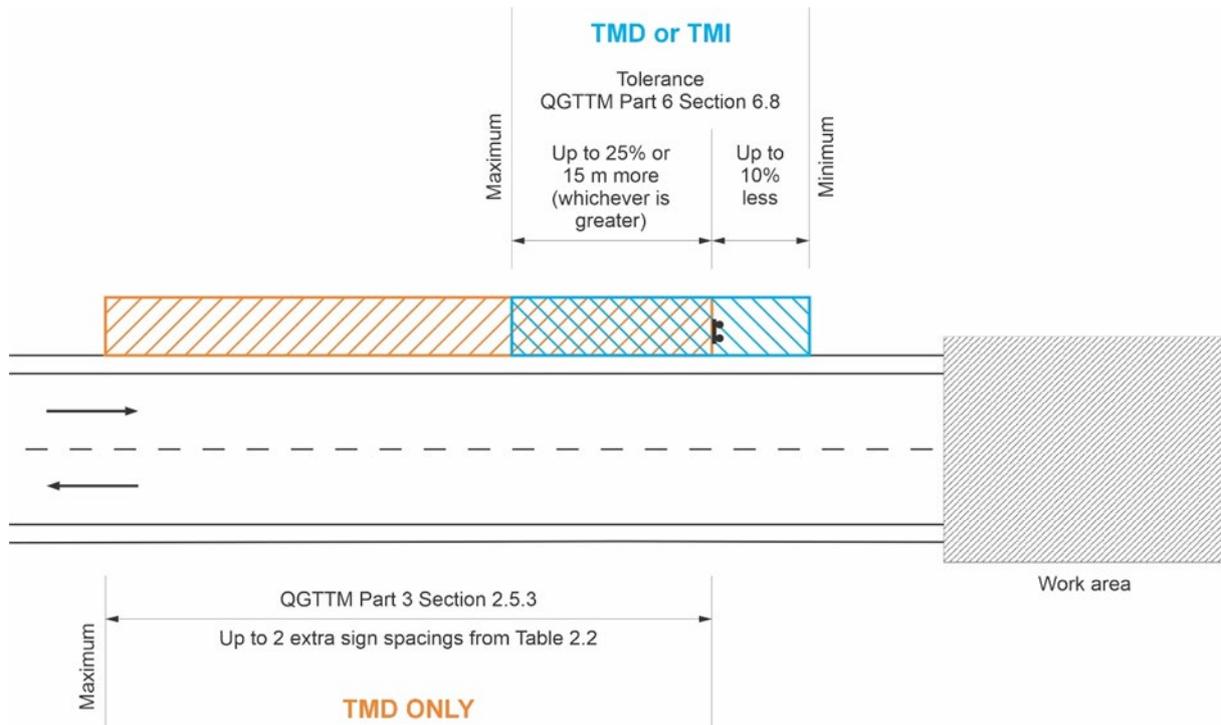
#### **4.7.3 Traffic Guidance Schemes**

##### Addition

A TMD may apply tolerances (see AGTTM Part 6 Section 6.8) to the spacing requirements or increase the spacing requirements in accordance with QGTTM Part 3 Section 2.5.3 for signs and devices when preparing the design of a TGS. See Figure 4.7.3 for the tolerances that apply to a sign spacing.

If a TMD applies a tolerance, which is either the minimum or maximum allowable (as AGTTM Part 6 Section 6.8), or is so close to the maximum or minimum such that a TMI also applying the maximum tolerance as per AGTTM Part 6 Section 6.8 on site may exceed the total allowable tolerance, or uses the provisions of QGTTM Part 3 Section 2.5.3, the TMD must specify this distance as either a minimum or maximum (or provide the maximum or minimum value) on the TGS so that a tolerance is not also applied on site by the TMI which would then exceed any applicable limits.

**Figure 4.7.3 – Sign spacing tolerances**



**4.7.4 Documenting the risk assessments and options analysis**

New

The material discussed at Section 3.3 (Risk Assessment) including subsections 3.3.2 (Identify risks of each stage), 3.3.3 (Analyse the risks), 3.3.4 (Identify treatment options) and 3.3.5 (Evaluate each treatment option) shall be included in the TMP.

**4.7.5 Documenting the speed management plan, enforcement & end-of-queue treatments**

New

The material discussed in Sections 3.3.6 (*Speed management plan*), 3.3.7 (*Speed enforcement*) and 3.3.8 (*End-of-queue treatments*) shall be included in the TMP.

**4.9 Variations**

Addition

Refer to Clause 1.9 of the Queensland MUTCD Part 3.

**4.9.1 Innovation**

Addition

Refer to Clause 1.5 and Clause 1.9 of the Queensland MUTCD Part 3.

#### **4.11 Monitoring**

##### **4.11.2 Site inspections and record keeping**

###### Difference

Replace the subsection '**Inspections**' with:

Inspections should be undertaken:

- at least daily (for attended sites), or more frequently depending on location and likelihood of traffic management being disturbed
- before work starts each day
- immediately following the installation of a TGS
- before the start of work activities on site
- during the hours of work
- closing down at the end of the shift period
- periodic inspections after work hours and at night, and at unattended sites. For unattended sites, see QGTMM Part 6 Section 7.4 for requirements
- after any change in the traffic management arrangement on site, and
- following any environmental or weather events.

Provide templates for inspection registers allowing indication of:

- when traffic controls were erected
- when changes to controls occurred and why the changes were undertaken, and
- any significant observations associated with the traffic controls and their impacts on road users or adjacent properties.

Collecting information is particularly important in the event of an incident, in case legal proceedings result.

## **Appendix A Checklist of Traffic Management Plan components**

### Addition

Add the following elements to the checklist in Table A1:

- Risk management
  - analysis of the risks
  - identify treatment options
  - evaluate each treatment option, and
  - identify the selected option
- speed management plan
- speed enforcement, and
- end-of-queue treatments.

