



A 18B Mareno Road,
Tullamarine VIC 3043
T 0478 514 326
E info@saferroads.com.au
W saferroads.com.au

Traffic Management Plan

SOMA MUSIC & ARTS FESTIVAL 2025

TMP Version: 1.0

Prepared for: SOMA MUSIC & ARTS PTY LTD

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Table of Modifications				
Revision	Date	Modifications to content	Author	Signature
1.0	24/4/25	Initial Submission	Kyle Fieg	<i>K. Fieg</i>

Qualified Person	
Name:	Kyle Fieg
Role:	Traffic Planner
Signature:	<i>K. Fieg</i>
Date:	24/4/25

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Introduction

1.1. Abbreviations and Terminology

The following terms, abbreviations and definition are used in this plan:

Terms	Explanation
ITCP	Implement Traffic Guidance Schemes
PWZTMP	Prepare Work Zone Traffic Management Plan
ROL	Road Occupancy Licence
TfNSW	Transport for New South Wales
TGS	Traffic Guidance Scheme
TMP	Traffic Management Plan
TTM	Temporary Traffic Management

1.2. Purpose of this TMP

The purpose of TTM is the creation of a safe work area to facilitate the bump-in and bump-out setup of the Event and other activities which occur on or near a road. TTM must be fit for purpose, suitable for the nature and duration of the work, installed, set up and used correctly.

Outlined in this document are the appropriate traffic management procedures to be followed by contractors and subcontractors.

1.3. Traffic management objectives for this project

This TMP provides a structured approach to manage traffic and access during the implementation of TTM to provide a safe road environment, minimise impact on the surrounding road network and maintain access for all road users and local community. The planning and design of this TTM is targeted at:

- ensuring so far as is reasonably practicable the safety of:
 - workers
 - vulnerable road users
 - the travelling public
- creating efficient TTM that is suitable for the nature and duration of the work including the risks associated with set-up, operation, and removal
- maintaining the customer experience by:
 - encouraging compliance with TTM
 - minimising disruption and frustration for all road users

To assist in meeting these objectives the TMP provides information on:

- The Scope of Works
- Site Conditions
- Permissible working times
- Procedures and Responsibilities
- The Traffic guidance schemes (TGS)

1.4. Statement of duty of care

Principals, employers and persons in control of workplaces have a statutory duty of care to provide a safe workplace for all personnel working at the site, accessing the site or impacted by the construction activity including employees, contractors, subcontractors, visitors to the site and the general public.

1.5. Site inspection expectation

A site inspection is to be conducted by the Traffic Management Designer onsite with the contractor to ensure correct information and identification of the work site is carried out prior to any TGS's are developed.

1.6. Site induction and training plan

All site inductions will be managed by the site supervisor and project manager, all site inductions will be completed on the designated company pro forma document and will be located in the supervisor work vehicle. Daily toolbox meetings to be conducted and as any issues arise, all subcontractors to be included in the toolbox meetings.

Protocols will be in place to ensure:

- Site induction to include procedures for accessing the site
- Drivers adhere to the nominated truck routes
- Drivers are aware that pedestrians are in the vicinity of the site, and
- Drivers are aware of the sign posted speed limit especially during school hours.

1.7. Legislative Requirements

This Traffic Management Plan complies with Australian Standard 1742.3-2019 Manual of uniform traffic control devices, Part 3: Traffic control for works on roads. All TGS's have been drawn to the TFNSW Traffic Control at Worksites Manual V6.1 standards.

All personnel dealing with traffic control, being either contractors or sub-contractors are to have the following current accreditation, for the management of each item listed below:

Qualification	Requirements	Restrictions
<u>Traffic Controller</u> This qualification provides the necessary certification to control traffic with a prescribed traffic control device.	Persons holding this qualification are permitted or required to: <ul style="list-style-type: none"> • Stop or direct road users using a STOP/SLOW bat or other accepted traffic control device; • Maintain traffic incident reports; • Operate a 2-way radio; • Understand the TGSs for the site; • Check traffic control signs are installed in accordance with the relevant TGS; • Assess and respond to changes in the environment, e.g., traffic volumes, weather conditions, road conditions, WHS and operational requirements; and • Carry out risk assessments for personal safety. 	Persons holding this qualification must not: <ul style="list-style-type: none"> • Select or adjust a site suitable TGS; • Implement a TGS; • Modify a TGS; or • Design a TGS.
<u>Implement Traffic Guidance Schemes</u> This qualification allows for qualified personnel to set up and work with TGSs at a work	Persons holding this qualification are permitted to: <ul style="list-style-type: none"> • Set up, monitor, and close down traffic control devices according to nominated TGS; 	Persons holding this qualification must not: <ul style="list-style-type: none"> • Control traffic with a STOP/SLOW bat or other traffic control device;

site and complete safety inspections.	<ul style="list-style-type: none"> Identify safety implications of traffic control at roadworks; Check, clean and store equipment on completion of work and close down a TGS; Select an approved TGS to suit site conditions, traffic volumes and work activities; Make adjustments to an existing TGS within the tolerances specified in <u>Section 7.10.3 Tolerances on positioning of signs and devices in the TCWSM V6.1;</u> Conduct an onsite check of a TGS to identify risks and hazards; Ensure spacing between signs and traffic control devices is in line with a TGS; Maintain traffic incident reports; and Monitor traffic controllers. 	<ul style="list-style-type: none"> Make adjustments to an existing TGS which exceeds the tolerances specified in <u>Section 7.10.3 Tolerances on positioning of signs and devices in the TCWSM V6.1;</u> or Design a TGS.
<p><u>Prepare Work Zone Traffic Management Plan</u></p> <p>This qualification allows for qualified personnel to design and modify Traffic Management Plans (TMPs), and traffic guidance schemes (TGSs).</p>	<p>Persons holding this qualification are permitted to:</p> <ul style="list-style-type: none"> Prepare a Work Zone TMP; Collect all required information about a given roadwork project to enable the preparation of a TGS; Design a TGS, based on risk assessment, statutory and regulatory requirements, standards, road authority requirements and project brief; Select and modify a TGS based on risk assessment, statutory and regulatory requirements, standards, road authority requirements and project brief; Determine the recommended spacing between signs and traffic control devices in line with standards, measure width of trafficable surface and calculate edge clearances to barriers, cones, and clearance to work personnel; Undertake safety inspections/checks on the effectiveness of TMPs and TGSs; Conduct an onsite check and inspection of the plan and to identify any hazards or risks; and Seek approvals required for a TMP and TGS 	<p>Persons holding this qualification must not:</p> <ul style="list-style-type: none"> Control traffic with a STOP/SLOW bat or other traffic control device; or Implement a TGS.

Table 1. Legislative Requirements

2. Project overview

Project Name:	SOMA MUSIC & ARTS FESTIVAL 2025
Project Address:	3892 Snowy Mountains Highway, Mount Adrah, NSW 2722
Event Activities (Traffic Management):	<ul style="list-style-type: none"> • Site Establishment • Bump-in • Event • Bump-out
Event Details:	<p>Temporary Event</p> <p>Soma is an intimate, community-driven music event set in the Australian bush, offering three days of musical discovery, connection, and artistic expression. Soma is committed to delivering a high-quality, safe, and well organised event that enriches the cultural landscape.</p>
Responsible Road Authorities	<p>Local Council</p> <p>Transport for NSW</p>

2.1. Site Contact Details

Name	Position	Contact #
Ben Scheffers	Festival Manager	ben@soma-festival.com 0433 323 645
Tim Schmid	Operations Manager	tim@soma-festival.com 0498 999 161

TABLE 2. SITE CONTACT LIST

3. Traffic assessment

A traffic assessment was completed on the road network with the following results:

3.1. Site constraints/impacts

Road Name	Number of open lanes for direction considered	Minimum lane width	Estimated queue length	Sight distance to traffic control device
Snowy Mountains Highway	1	3m	No queue is expected	100m

3.2. Public Transport

Road Name	Bus Routes / Bus Stops	Within 200m of the site	Tram Line	Train Line
Snowy Mountains Highway	None Identified	None Identified	None Identified	None Identified

3.3. Facilities for vulnerable road users

Road Name	Cyclists Path	Pedestrian Paths	Pedestrian Refuge Islands	Lighting and Visibility
Snowy Mountains Highway	None Identified	None Identified	None Identified	No artificial lighting or street lights

This project is not expected to have any significant impact on public transport access or timetables. At the time of developing this TMP, there are no existing events or developments identified in the immediate surrounding area that would affect the plans detailed in this TMP.

4. Project administration

4.1. Pre-start meeting

Daily pre-start meetings will be held and are to be attended by all on site traffic management personnel before commencing traffic management duties. The meeting is vital to ensure everyone on site understands activities that are occurring and the responsibilities and roles of people working on the site are made clear prior to work commencing. Matters to be covered in the pre-start meeting include:

- direct briefing of traffic controller's role
- details of TGS
- contact numbers and details of relevant people
- breaks
- traffic monitoring instructions
- incident management procedures.

4.2. Communication of administrative procedures

The traffic management supervisor and/or traffic manager are responsible for communicating TMP requirements to the personnel responsible for implementing the TMP at each stage of the project.

4.3. Registers

A register of all controlled documents is to be maintained by the supervisor on site at all times this includes all licences and training records of competencies for all traffic personnel.

4.4. Responsibilities

- Signs and devices must be:
 - installed by a competent person
 - appropriate to the conditions at the worksite and must be used in accordance with AGTTM unless risk assessment by a competent person indicates that an alternative arrangement is satisfactory
 - erected and displayed before work commences at a worksite
 - regularly checked and maintained in a satisfactory condition
 - removed from a worksite as soon as practicable, however appropriate devices should remain in place until all work has been completed.
- Competent, trained, and experienced traffic management personnel must undertake all aspects of the traffic management planning, design, implementation, and operation.
- Records must be kept of all elements of the TTM.
- Where works require the relocation of regulatory traffic control items, they must be relocated or reinstalled promptly in positions where they are visible and can perform their regulatory function.

4.5. OH&S

Principals, employers, and persons in control of workplaces have a statutory duty of care to provide a safe workplace for all personnel working at the site, accessing the site or impacted by the construction activity including employees, contractors, subcontractors, visitors to the site and the general public.

This TMP forms part of the overall project Event Plan, and provides details on how all road users considered likely to travel through, past, or around the worksite and those impacted by the works will be safely and efficiently managed for the full duration of the site occupancy and works.

All traffic management works, and control devices shall be in accordance with

- OHS Act
- OHS Regulations
- Australian Standard AS1742.3; Traffic Control Devices for Works on Roads (*)

*Except where expressly overridden by the Worksite Safety Traffic Management– Code of Practice (CoP).

- Transport for NSW Traffic Control at Work Sites Manual V6.1
- Aust Road Guidelines for Temporary Traffic Management 1 - 10
- Worksite Safety Traffic Management- Code of Practice (CoP)
- Australian Standard AS/NZS 4360; Risk management
- Australian Standard AS/NZS 4602; High visibility safety garments

4.6. Incident procedures

In the event of an incident or accident, whether or not involving traffic or road users, traffic shall be stopped as necessary to avoid further deterioration of the situation. First Aid shall be administered as necessary, and medical assistance shall be called for if required. For life threatening injuries an ambulance shall be called on telephone number 000.

4.7. Consultation

Local community notification and consultation processes will be undertaken with all stakeholders prior to any changes to or impact on the road network.

5. Risk Assessment

ITEM	ITEMISED JOB TASK List tasks to perform activity in sequence	HAZARDS Against each task list hazards that could cause injury	RISK SCORE From the Risk Matrix above	RISK CONTROL MEASURE List control measures to eliminate or minimise risk	HIERARCHY OF CONTROL NO.	RESIDUAL RISK Risk assessment score once Hierarchy of Control taken into consideration	RESPONSIBILITIES & SIGN OFF Name the person responsible (supervisor or above) to implement controls
1	Ensure personnel are site Inducted and appropriately qualified for the task	Personnel not being aware of all the safety requirements on site causing serious injury to themselves and others.	17	All personnel to be inducted to site operations including current traffic management plan, emergency evacuation plan, site emergency contacts, site hazards, and the minimum PPE requirement of steel capped boots, high visibility vest, shirt or jacket. All personnel must be trained and licensed in Traffic control / Traffic Management / Control Traffic with Stop/Slow Bat / Implement Traffic Management Plans or equivalent.	4	5	Project Manager Supervisor All personnel involved with task
2	Install signs/equipment	Personnel being hit by vehicle	23	Traffic Management Plan (TMP) is to be approved by Department of Transport and Planning prior to use & MOA is signed and copy is on site. TMP is to be discussed by all relevant parties prior to being implemented to assess the safest way to implement TMP. TMP Daily Diary is to be completed. All work areas and no-go zones are to comply with the Road Management Act and	4	11	Project Manager Supervisor All personnel involved with task

				<p>the Traffic Management Code of Practice 2023</p> <p>Never assume that you have been seen by oncoming traffic.</p> <p>Never step out onto a road without checking that it is clear first.</p> <p>Ensure that flashing lights and hazard lights are used on vehicles to alert motorists.</p>			
		Manual Handling	18	Light loads / Correct lifting technique / Use 2 person lift if required.	3 / 4	8	All personnel involved with task
		Pinch points / sharp edges	13	Wear suitable hand protection when required.	5	5	All personnel involved with task
		Signs falling / being blown over into live traffic lane. Vehicle collision	21	Signs are to be adequately weighted down to prevent signs from falling / being blown over.	4	11	All personnel involved with task


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2	Install signs/equipment	Incorrect setup causing vehicle incident	20	<p>The Project manager / Supervisor or nominated person is to check the layout each day using the Traffic Management Daily Diary Form.</p> <p>An inspection should take place prior to commencing works and again when works have been suspended for the day to ensure correct signage is displayed and in place.</p> <p>Paint marks may be used to mark sign locations for future use.</p>	4	8	<p>Project Manager Supervisor</p> <p>All personnel involved with task</p>
3	Controlling Traffic	<p>Vehicle / Traffic controller interaction.</p> <p>Errant vehicles.</p> <p>Traffic controller injury.</p>	21	<p>Where possible use mobile traffic lights to control traffic.</p> <p>Traffic controllers are to wear high visibility clothing.</p> <p>Keep out of the line of fire from approaching vehicles.</p> <p>Ensure you have a clear escape route in case of an emergency.</p>	1 / 4 / 5	11	All personnel involved with task

				<p>Ensure clear line of sight.</p> <p>Use UHF radio for positive communications.</p> <p>STOP / SLOW bat clean and correct height.</p> <p>40km/h approach speeds in use.</p>			
4	Pedestrian Management	<p>Slip and falls</p> <p>Collision between pedestrians and vehicles</p>	21	<p>Ensure footpath surrounding the work site is clear from trip hazards. No storage of materials on the footpath.</p> <p>DDA ramps to be installed at the curb side where required to direct pedestrians to the opposite side of the road without a smooth transition.</p> <p>Advanced warning signs to be erected to direct pedestrians safely around the work area</p>	4	7	All personnel involved with task
5	Cyclist Management	Collision between cyclist and vehicles	21	<p>Cyclists are subject to the same road rules as vehicles and must follow traffic controller directions.</p> <p>Closed bike lane signs to be erected where bike lane will be occupied or closed.</p> <p>Ensure advanced warning signs are visible to cyclists using any cyclists path</p>	4	7	All personnel involved with task

6	Public Transport	Blocking access to public transport pickup/drop off locations	21	Relocate bus stop to a suitable location near the work site. Bus operation to be consulted prior to any changes in bus stop locations. Erection of sign "Temporary Bus Stop" if no traffic controller is available to direct and assist	4	7	All personnel involved with task
7	Clearances	No clearance between traffic devices and travel lane Collisions with traffic devices		Ensure all traffic devices are positioned a minimum of 0.3m from the fog line.			All personnel involved with task
8	Maintaining TMP	Signs falling over into live traffic lanes	21	Signs/equipment is to be visually checked daily to ensure the correct TMP is being maintained in a safe condition.	4	7	All personnel involved with task
		Conditions change (ie weather, light) TMP is not adequate for current conditions	20	Ensure TMP is implemented only during the times specified on the MOA. Never work after dark unless night works has been specifically planned for the task. Suspend works if conditions become unsafe.	4	7	Project Manager Supervisor All personnel involved with task
		Traffic Congestion causing impatient drivers. End of queue collisions	17	No lane closures during peak traffic. If traffic waiting 5mins plus, lanes shall be re-opened	4	4	All personnel involved with task

				to release traffic where safe and practical to do s			
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ITEM	ITEMISED JOB TASK List tasks to perform activity in sequence	HAZARDS Against each task list hazards that could cause injury	RISK SCORE From the Risk Matrix above	RISK CONTROL MEASURE List control measures to eliminate or minimise risk	HIERARCHY OF CONTROL NO.	RESIDUAL RISK Risk assessment score once Hierarchy of Control taken into consideration	RESPONSIBILITIES & SIGN OFF Name the person responsible (supervisor or above) to implement controls
5	Removing signs/equipment	Worker hit by vehicle	21	Removal of signs/equipment to be done with min 2 people. 1 person will act as a spotter for live traffic. Safe removal of signs to be discussed by all TM workers prior to removal of signs each day. Ensure that flashing lights and hazard lights are used on vehicles to alert motorists.	4	11	All personnel involved with task
		Signs/equipment being left on the road. Driver confusion and/or collision	17	TMP Checklist to be completed each day. The Supervisor is to ensure the site is checked at the end of each day prior to leaving	4	8	All personnel involved with task Supervisor
		Pinch points / sharp edges	13	Wear suitable hand protection when required.	5	5	All personnel involved with task
6	Exposure to excessive noise	Excessive noise cause by traffic.	19	Site personnel are to have access to ear protection PPE (ear plugs) at all times. Noise levels should be monitored regularly where	5	6	Project Manager Supervisor

				there is potential for exposure to excessive noise levels (85dB(A) or higher).			
7	Exposure to sunlight / heat / fatigue	Workers are exposed to excessive sunlight causing sunburn and heat causing dehydration	22	Site personnel are to have access to sun screen at all times. Staff will be advised to wear hats, long sleeves, pants and eye protection at works. Water to be available. Take adequate rest breaks.	5	9	Project Manager Supervisor
8	Emergency situations such as traffic collisions. 	Emergency situations that result in damage, injury or death to personnel or members of the public.	23	All personnel to stop works. Assess the situation. Contact Emergency services. CALL 000. Contact the Supervisor and advise of the emergency Secure the site and make it as safe as possible. This may require stopping or diverting all public traffic until scene cleared or attended by authorities. Assist injured personnel where safe to do so. Follow directions given by emergency warden or authority. Never place yourself or others in danger. Hand over to Emergency Services upon their arrival.	4	23	All personnel

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SITE SPECIFIC HAZARDS							
(Additional Site Specific Hazards / Amendments to Original SWMS ie. change from process stated above)							
Continue numbering from above ITEM	ITEMISED JOB TASK List tasks to perform activity in sequence	HAZARDS Against each task list hazards that could cause injury	RISK SCORE From the Risk Matrix above	RISK CONTROL MEASURE List control measures to eliminate or minimise risk	HIERARCHY OF CONTROL NO.	RESIDUAL RISK Risk assessment score once Hierarchy of Control taken into consideration	RESPONSIBILITIES & SIGN OFF Name the person responsible (supervisor or above) to implement controls

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By signing this SWMS I acknowledge that I have read and understood the task steps and associated hazards. I will ensure implementation of the control measures and will abide by the instructions within and any others given in relation to conducting the task safely.

I also acknowledge that I have been given an opportunity to consult, review and amend the SWMS to ensure its validity prior to signing.

SWMS REVIEWED / SIGN OFF					
SITE SPECIFIC HAZARDS SWMS REVIEWED					
ITEM REFERENCE			PRINT NAME	SIGN	DATE

SWMS REVIEW HISTORY		
DATE	REVISION #	AMENDMENTS MADE

6. Traffic Management Implementation

6.1. Options Assessment

Option 1:			
Past		Description:	<i>Access and egress to the event will be via the private access road. 3892 Snowy Mountains Highway, Mount Adrah, NSW 2722 Advanced warning signs will be erected and the speed limit reduced, to allow for safe access and egress, during the event. Vehicular traffic not attending the event will travel past the event under temporary traffic management.</i>
Is this option feasible?		Yes	
Benefits		Constraints	Estimated option cost
Minimal disruption to the traffic network		Environment – Verges and bends, trees and bush in verges	
Duration of works		Hours of operation	Other considerations
11	Days	Day / night or hours (if known)	Signs to be removed from the road when event is not taking place to avoid confusion.
	Weeks	As per the event schedule. Traffic Management devices installed and removed during daylight hours	
	Months		
Consultation required			Approvals required
			Local Council
			TfNSW Road Occupancy Licence.

6.2. Staging of work

Bump-In (staging of work is estimated and may change)

Truck Description	Contents	Arrival Time
7.6m Pantech Truck	Staging and Lighting	Fri 31 Oct, 5:00PM
4.2m Tray	Truss	Fri 31 Oct, 5:00PM
4WD with trailer	Miscellaneous	Fri 31 Oct, 6:00PM
Generators	Generators	Mon 4 Nov, 9:00AM
7.6m Tray	Portable Toilets 1	Mon 4 Nov, 12:00PM
7.6m Tray	Portable Toilets 2	Mon 4 Nov, 12:00PM
4WD with trailer	Lighting Tower	Mon 4 Nov, 5:00PM
13000 Litre Water Truck	Water Delivery	Tue 5 Nov, 10:00AM
4.2m Pantech Truck	Audio and Equipment	Tue 5 Nov, 5:00PM
7.6m Tray	Temporary Fencing	Wed 6 Nov, 11:00AM
4WD with trailer	Cool Room	Thu 7 Nov, 3:00PM
4.2m Tray	Bags of ice	Fri 8 Nov, 10:00AM
5000 Litre, 8m Vacuum Truck	Toilet Pump Out	Sat 9 Nov, 3:00PM

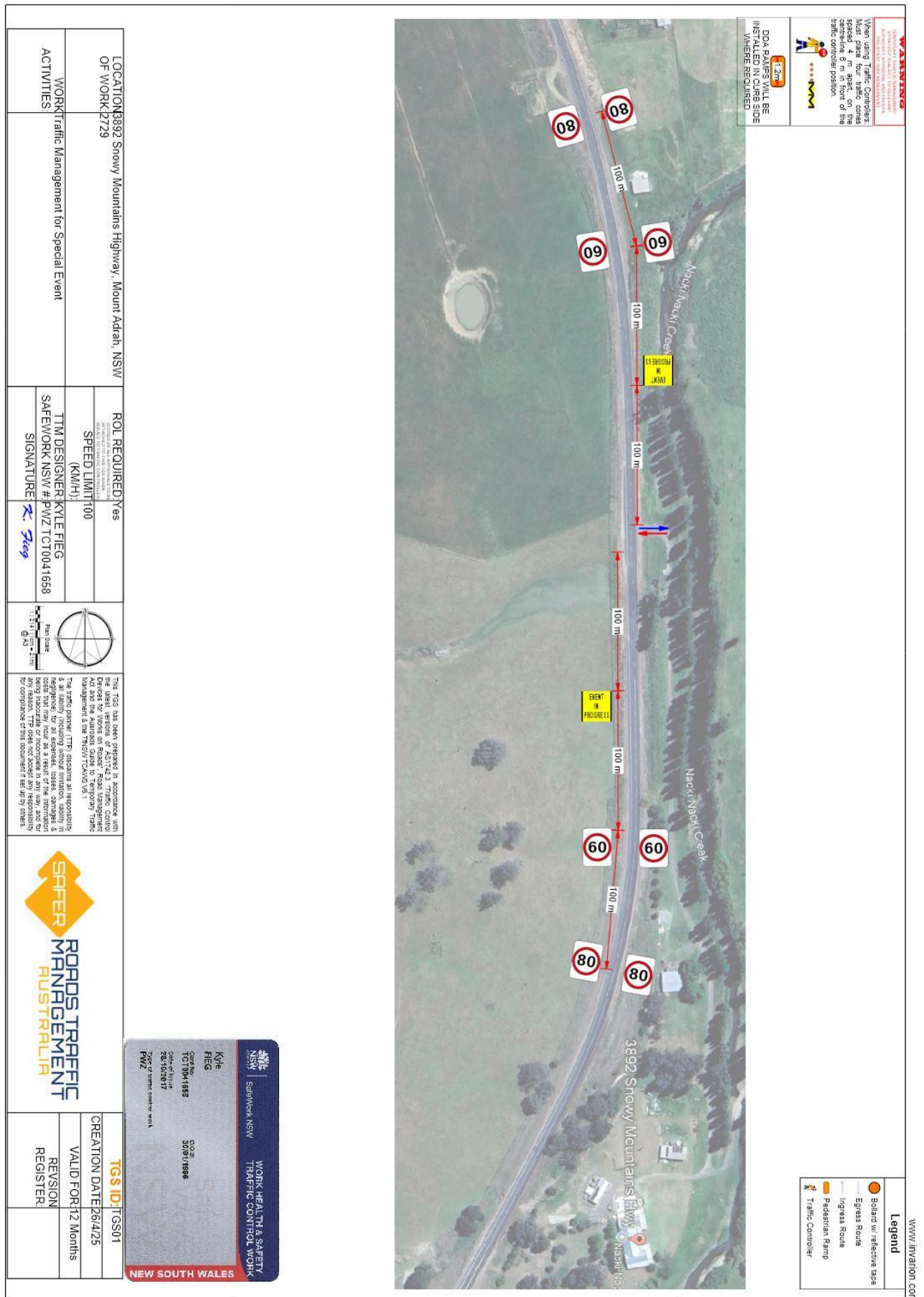
Bump-Out (staging of work is estimated and may change)

Truck Description	Contents	Departure Time
7.6m Tray	Generators	Mon 10 Nov, 12:00PM
4.2m Pantech Truck	Audio and Equipment	Mon 10 Nov, 3:00PM
4WD with trailer	Cool Room	Tue 11 Nov, 10:00AM
7.6m Tray	Portable Toilets 1	Tue 11 Nov, 1:00PM
7.6m Tray	Temporary Fencing	Tue 11 Nov, 3:00PM
4.2m Tray	Rubbish Removal	Wed 12 Nov, 9:00AM
4WD with trailer	Lighting Tower	Wed 12 Nov, 11:00AM
7.6m Pantech Truck	Staging and Lighting	Wed 12 Nov, 1:00PM
4.2m Tray	Truss	Thu 13 Nov, 8:00AM
7.6m Tray	Portable Toilets 2	Thu 13 Nov, 9:00AM
4WD with trailer	Miscellaneous	Thu 13 Nov, 12:00PM

6.3. Night work provisions

No works will be conducted at night all works will be completed during daylight hours unless under exceptional circumstances, which will require approval for the coordinating road Authority.

6.4. Traffic guidance schemes



7. Emergency arrangements and contingencies

7.1. Emergency arrangements

Inventory of safety barriers, signs etc. and their storage location(s) that will be available to replace damaged barriers in event of a traffic accident.

7.2. Contingency planning

The table below outlines an indicative plan to be undertaken by the builder in the event that the monitoring program identifies the management plan is not effective in managing the construction impacts.

Risk		Condition Green	Condition Amber	Condition Red
Traffic Movements	Trigger	traffic volume is in accordance with permissible and programmed volume and time constraints	traffic volumes exceed programmed volume but is within permissible volume constraints	traffic volumes exceed permissible volume and time constraints
	Response	No response required	Review and investigate activities, and where appropriate, implement additional remediation measures such as: <ul style="list-style-type: none"> • Review TTM and update where necessary • Provide additional training 	As with Condition Amber, plus; <ul style="list-style-type: none"> • If it is concluded that activities where directly responsible, an incident report is to be completed • Stop all transport into and out of the site
	Trigger	No construction vehicle movement during peak periods	Construction vehicle movement close to peak periods	Construction vehicle movement during peak periods
	Response	No response required Continue monitoring program	Review and investigate Construction activities, and where appropriate, implement additional remediation measures such as: <ul style="list-style-type: none"> • Provide additional training (including 	As with Condition Amber, plus; <ul style="list-style-type: none"> • If it is concluded that construction activities were directly responsible for the exceedance, submit an incident

			<p>toolbox talks and</p> <p>further notification of Driver Code of Conduct)</p>	<p>report.</p> <ul style="list-style-type: none"> • Stop all transportation into and out of the site. • Review CTPMP and update where necessary.
Queuing	Trigger	No queuing identified	Queuing identified within site	Queuing identified on the public road
	Response	<p>No response required</p> <p>Continue monitoring program</p>	<p>Review the delivery schedule prepared by the builder. If drivers are not following the correct schedule, then they should be provided with additional training and copy of the Driver Code of Conduct</p>	<p>As with Condition Amber, plus</p> <ul style="list-style-type: none"> • Review and investigate Construction activities. • If it is concluded that construction activities were directly responsible for the exceedance, submit an incident report • Temporary halting of activities and resuming when conditions have improved. • Stop all transportation into and out of the site. • Review CTPMP and update where necessary, provide additional training.

Traffic Guidance Scheme	Trigger	No observable issues	Minor inconsistencies with TGS to onsite operations	Near miss or incident occurring regardless of / as a result of the TGS being implemented
	Response	No response required	Traffic Controller to amend TGS on site and to keep a log of all changes	Stop work until an investigation has been undertaken into the incident. There are to be changes made to the TGS to ensure that the safety of all workers and the public.

8. Variations

There are no departures from the requirements of AS 1742.3-2019 or the AGTTM. The work hours have been adjusted to fall within the hours when traffic volumes will permit the necessary traffic lane closures.

On-site variations, if required, shall only be made following approval by the TMD, and recorded in the daily diary. At least one person accredited in TMD1 shall always be available to attend the site at short notice to manage variations, contingencies, and emergencies, and to take overall responsibility for traffic management.

9. Notification requirements

9.1. Public notification

Notifications will be provided to all impacted stakeholders. Local community notification and consultation processes will be undertaken with all stakeholders prior to any changes to or impact on the road network. The builder's direct contact number will be provided to businesses adjoining or impacted by the construction. The applicant is responsible for ensuring the builder's direct contact number is current during any stage of construction.

9.2. Notification of other agencies

Approval from the Department of Transport will be required for any works on a department of transport-controlled road or within 100m of traffic signals.

Approval from National Heavy Vehicle Regulator (NHVR) is required for vehicles prohibited on the public roads without consent from the regulator (over-sized and over mass vehicles).

9.3. Notification of emergency services

Emergency Services will be informed in a timely manner of relevant activities proposed within this document that affect the use of the roadway. Approval from the local area command will be required for all temporary full road closures including changes to road network configurations.

10. Monitoring

10.1. Site inspections and record keeping

The Project Manager will ensure that the Traffic Management Plan is implemented and evaluated for effectiveness. The Supervisor shall inspect and monitor traffic movements around the site in conjunction with the personnel who have erected the control measures. The outcomes of the inspection will be diarised for the information of the Project Manager.

- Inspections shall be undertaken as required and at a minimum on the following occasions:
- Before the start of work activities on site.
- Closing down at the end of the shift period.

And,

- During the hours of work; and After hours.
- A daily record of the inspections should be kept indicating:
- When traffic controls were erected.
- When changes to controls occurred and why the changes were undertaken.
- Any significant incidents or observations associated with the traffic controls and their impacts on road users or adjacent properties.

Where significant changes to the work or traffic environment or adverse impacts are observed, the controls should be reviewed as a matter of urgency. Daily Inspection Sheets shall be completed by the person undertaking the inspections and reviewed by the Supervisor. All variations to the TMP/TGS, non-conformances, incidents and accidents shall be recorded. Copies of the completed report shall be forwarded to the Project Manager and the Superintendent's Representative.

11. Management review

11.1. TMP review and improvement

A review of the effectiveness of the TMP will be undertaken by the Project Manager as part of the close-out procedure.

11.2. Long term projects

No long-term works are proposed on this project.

12. Traffic Management Plan Auditing

12.1. Consideration for Audits

Site supervisor will implement a procedure that ensures comments and complaints received from the public are registered. The Supervisor shall be responsible for the monitoring of the Register on a daily basis.

13. Submission and approval process

13.1. Timeframes for review

A council Planning permit is to be obtained prior to works commencement.

13.2. Review requirements

Continuous improvement of this plan will be achieved by:

A review of the temporary traffic management strategy will be completed at the end of the project. Recommendations will be considered and acted upon once a review has been completed.

14. References

Acts and Regulations:

- Interpretation of Legislation Act
- Occupational Health and Safety Act
- Public Record Act
- Road Management Act
- Worksite Safety Traffic Management Code of Practice
- Road Safety Act
- Occupational Health and Safety Regulations
- Road Safety (Traffic Management) Regulations
- Road Safety Road Rules

Australian Standards:

- AS 1742.2 Manual of Uniform Traffic Control Devices, Part 2: Traffic Control Devices for General Use
- AS 1742.3 Manual of Uniform Traffic Control Devices, Part 3: Traffic Control for Works on Roads
- AS 1742.14 Manual of Uniform Traffic Control Devices, Part 14: Traffic Signals
- AS/NZS 1906.1 Retroreflective Materials and Devices for Road Traffic Control Purposes, Part 1: Retroreflective Sheeting
- AS/NZS 1906.4 Retroreflective Materials and Devices for Road Traffic Control Purposes, Part 4: High Visibility Materials for Safety Garments
- AS/NZS 3845 Road Safety Barrier Systems
- AS/NZS 4360 Risk Management
- AS/NZS 4602 High Visibility Safety Garments

15.APPENDIX A

TOOLBOX / PRE -START MEETING

Soma Music & Arts Pty Ltd	Project
Site SOMA MUSIC & ARTS FESTIVAL 2025 :	

Subject of Talk		
Presented by		Signed:
Duration		Date:

Key points Raised/ Comments

Corrective action	Actioned By	Action Complete	
		Sign Off	Date
All corrective actions are to be completed and reviewed for effectiveness			

I, understand, acknowledge, and accept that:

1. The safety issues, work practices and precautions (including PPE) relevant to the above project have been reviewed and explained to me.
2. The key points have been explained and are clearly understood by me.
3. I shall advise my supervisor of any individual needs to relation to carrying out the work safely.
4. I shall on carry out work for which I am equipped and competent.
5. I shall comply with all relevant SWMS, otherwise work must stop immediately.
6. I will only commence work after undertaking hazard identification and risk assessments.

7. I will be vigilant regarding hazards and the suitability of the SWMS for the tasks at hand and implement further control measures where required and
8. I understand that I am authorised and expected to safely stop work and immediately notify my supervisor if a task carries an unacceptable level of risk.

Persons Present/Declaration			
Print Name	Signature	Print Name	Signature