Director of Engineering Memorandum
DEM 172/17
DEM TITLE: Temporary Traffic Management Decision Tree protocol

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Level 1 (Title / Key Words) **:**	TTM, Safety, Chapter 8, Safety at Street Works and Road Works CoP
Level 2 : (Directorate/Owner)**:**	Engineering
Level 3: (TNIHQ or HoBU Managed Function):	ES – Safety, Health, Environment and Pavement Engineering (SHEPE)
Level 4 : (Work Areas)	Highway Design, Highways Maintenance

Purpose

To provide guidance on the completion of the Temporary Traffic Management (TTM) Decision Tree protocol.

Scope

This DEM is aimed at all parties involved in the design, assessment and delivery of DfI Roads schemes.

Background

The importance of effective Temporary Traffic Management Systems (TTMS) cannot be overstated, with regards to safeguarding the health and safety of road workers and road users, whilst minimising travel disruption.

The primary objective of the TTM Decision Tree is to facilitate the gathering of all relevant information, associated with the proposed works, to enable an informed decision regarding the selection of the optimum method of temporarily regulating the traffic for the duration of a given scheme. This refers to a high level decision relating to the type of restriction to be applied, on the network, for any particular scheme e.g. Road Closure, One Way Closure etc. and not to the actual TTMS methodology or layout to be deployed to achieve this, which is the duty of the Principal Contractor/Contractor under the Construction Design and Management (CDM) Regulations (NI) 2016.

Implementation

The policy set out in this memorandum shall take effect from the date of issue.

Policy or Procedure

All DfI Roads road works will involve some degree of assessment before deciding on the method of traffic management to be deployed. The Decision Tree represents a formalised and structured approach for the assessment and decision making process. Upon completion, Appendix A of the protocol should be retained on the project file for record purposes.

It is strongly recommended that the TTM Decision Tree (Appendix A) is completed for projects where there are multiple prevailing factors requiring consideration when deciding on the type of network restriction to be deployed. However, as the scale, conditions and characteristics may vary significantly from scheme to scheme, it is expected that the degree of effort involved in the information gathering and assessment process will be proportionate to the scheme complexity and the level of risk associated with the scheme. For projects where the Principal Designer/Designer deems that the completion of Appendix A is not required, the principles of the TTM Decision Tree should still be applied and the decision taken documented in the project file.

Information gathering and assessment

To facilitate a full and effective assessment and to enable an informed decision to be made, taking account of all influencing factors, it is important that relevant stakeholders provide the necessary information, at their disposal, in a timely manner.

Roles and responsibilities

The roles and responsibilities of the key stakeholders in the TTM assessment process are as follows:

- *Client*

At scheme initiation, the Client shall provide the Principal Designer with all relevant information, at hand, which may affect the decision taken regarding the selection of temporary restriction to be imposed on the road network, to facilitate the works. This should be included on a copy of Appendix A of the TTM Decision Tree protocol.

- *Principal Designer*

The Principal Designer shall assume responsibility for gathering the relevant information and completing Appendix A of the TTM Decision Tree, which will involve, where necessary and possible, consultation with the Principal Contractor and other stakeholders. Upon completion the Principal Designer will submit all information to the Network Manager for review, bearing in mind timescales for obtaining any required Temporary Traffic Regulations (TTRs).

- *Principal Contractor*

When requested, the Principal Contractor shall provide the Principal Designer with information pertaining to the programming/phasing of the works and of the plant to be used. Under the CDM Regulations, the Principal Contractor/Contractor is responsible for designing, setting out and maintaining all aspects of the TTMS.

- *Network Manager (DfI Roads Traffic Engineer)*

The Network Manager will review the information provided (Appendix A of the TTM Decision Tree) and recommend the optimum solution in the circumstance, taking account of DfI Roads' key priority which is to get the work done safely, taking account of the importance of traffic progression and the need to secure good value for money. The Network Manager, as part of this process, may liaise with the PSNI where it is considered appropriate. The recommendation is sent to the Client for the project.

Equality

No Section 75 equality issues arise from the introduction of this Memorandum as it addresses an internal procedural matter covering a technical issue.

References

Temporary Traffic Management (TTM) Decision Tree protocol

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