

SITE TRAFFIC MANAGEMENT PLAN

PLAN — DISPLAY AND SITE FILE

Routes, separation, speed, reversing, deliveries, plant, visitors — and the drawing

KD-TM-TP-001 Rev A0

CDM 2015 reg 27: the site is organised, so far as is reasonably practicable, so that pedestrians and vehicles can move without risk — routes suitable and signed; pedestrians and vehicles separated or, where that is not reasonably practicable, other means of protecting pedestrians and effective warning; where it is unsafe for pedestrians to use a vehicle gate, a clearly marked pedestrian door nearby, kept clear. Reg 28: vehicles are driven, loaded and unloaded so that nobody is endangered by them. This plan is how the principal contractor does that on this site, in writing, before the first lorry arrives. The weekly check that it is still true on the ground is KD-INS-TM-012; the delivery bookings are KD-TM-DM-002; the reversing it could not design out is KD-TM-RV-006; the arrangements with the neighbours are KD-TM-PI-005. Section 10 is the drawing — a plan without one is a description of a site nobody can find.

1 SITE AND PLAN

PROJECT / SITE REF	SITE	DATE	PLAN PREPARED BY
PLAN REVISION	SITE LAYOUT DRAWING REF / REV	PHASE OF THE WORKS THIS PLAN COVERS	IN FORCE FROM

2 THE SITE ENTRANCE AND THE HIGHWAY

VEHICLE ENTRANCE(S)	PEDESTRIAN ENTRANCE	GATE CONTROLLED BY
VISIBILITY LEAVING AND ENTERING	SIGNAGE ON THE HIGHWAY	MUD AND DEBRIS ON THE ROAD
HOLDING AREA OFF THE HIGHWAY	HIGHWAY, PAVEMENT OR PARKING-BAY ARRANGEMENTS	

3 VEHICLE ROUTES INSIDE THE SITE

THE ROUTES VEHICLES USE			
ONE-WAY?	SITE SPEED LIMIT	SURFACE, WIDTH AND DRAINAGE	LIGHTING
OVERHEAD LINES AND SERVICES CROSSED		UNDERGROUND SERVICES AND STRUCTURES UNDER ROUTES	

4 PEDESTRIANS — SEPARATION AND CROSSINGS

THE ROUTES PEOPLE ON FOOT USE		
SEPARATION	CROSSING POINTS	PLANT EXCLUSION ZONES
LOADING BAYS — PEDESTRIAN EXIT	HI-VIS AND PPE ON ROUTES	

5 REVERSING — DESIGNED OUT FIRST, CONTROLLED SECOND

REVERSING CONTROL SHEET REF	REVERSING AIDS REQUIRED ON SITE	MARSHALS APPOINTED

- Turning area or drive-through route provided so that vehicles leave forwards
- Unloading area laid out so that the vehicle does not reverse to it
- One-way system used to remove reversing at the gate
- Vehicles reversing on the public highway or across the footway ruled out — the holding area and gate arrangement make it unnecessary
- Manoeuvres that remain listed on KD-TM-RV-006 with their marshal and reversing aids

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continued

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KD-TM-TP-001 Rev A0

6 DELIVERIES AND UNLOADING

DELIVERY HOURS	BOOKING METHOD	UNLOADING AREA	OFFLOADING PLANT

- Drivers report to the gate and are told the route, the unloading area and where to stand
- Driver stays in the cab, or in the marked safe area, while the vehicle is unloaded by site plant
- Loads are unloaded on the level, with the vehicle immobilised, and nobody on the load bed during mechanical offloading
- Nothing is offloaded onto the pavement or the road, except where section 2 records a licensed arrangement and a marshal holds the footway; otherwise the load goes back and is re-booked
- Each delivery is recorded on KD-SITE-DL-016 with how it was offloaded and by whom

7 PLANT AND SITE VEHICLES

PLANT USING THE SHARED ROUTES	HOW EXCLUSION ZONES ARE HELD

- Every item of plant is on the plant register (KD-SITE-PR-017) and checked before use each day (KD-INS-PL-004)
- Operators hold the ticket for the machine; the training matrix (KD-SITE-TC-004) records it
- Seat belts and roll-over protection used where fitted; no passengers except in a seat provided
- Plant parked with the bucket down, brake on, keys out; nobody rides on a vehicle except in a safe place
- Plant and delivery vehicles do not share a route at the same time unless a marshal controls it
- Refuelling in the designated place only, engine off, spill kit to hand (KD-SITE-FL-022)

8 VISITORS, DRIVERS AND PEOPLE WHO HAVE NOT HAD THE FULL SITE INDUCTION

VISITOR AND STAFF PARKING	DRIVER BRIEFING	ESCORT

PUBLIC INTERFACE

9 COMMUNICATING THE PLAN, AND WHEN IT CHANGES

NEXT PLANNED REVIEW	WEEKLY INSPECTION AGAINST THIS PLAN	SUPERSEDES PLAN REV	CPP SECTION THIS PLAN SITS IN

- The plan and the drawing are part of the site induction; the drawing is displayed at the gate and in the welfare
- Marshals and gate staff briefed on the plan and their appointment signed (KD-TM-BM-003)
- Hauliers and regular suppliers sent the delivery rules and the entrance details with their first booking
- The plant-and-pedestrians talk (KD-TBT-PL-013) delivered when the plan is issued and whenever it changes
- The plan is reviewed when the routes, the phase, the entrance or the neighbours change — and after any vehicle incident or near miss

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continued

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KD-TM-TP-001 Rev A0

10 THE DRAWING

SITE LAYOUT — DRAW IT HERE, OR PASTE THE DRAWING REFERENCED IN SECTION 1

11 SIGNATURES

The plan is issued when both have signed. It is re-issued, not amended in pen, when a route, an entrance or a phase changes.

Plan prepared by:

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

Approved by (site manager / contracts manager):

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-09-02	first-issue	First issue.	— not yet approved —
A0	2026-09-02	review	Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.