

How to complete a Construction Traffic Management Plan (CTMP) Report

A CTMP report assesses traffic impacts associated with development construction on the local road network.

The plan must reflect the City's CTMP Standard Requirements and provide a description of the proposed construction works, the traffic impacts on the local area and how these impacts will be addressed. The City's CTMP Standard Requirements must be attached to the CTMP report.

You may use the following information to check that your CTMP report is adequate for review.

The CTMP should include:

1. Introduction

This section must describe the following:

- Details of the project including site location, scope of works, general breakdown of activities and hours of operation
- Surrounding traffic environment showing State, Regional and Local Roads, road network configuration and use, public transport facilities and existing parking restrictions

2. Management of Construction Vehicles

This section must describe the following:

- Truck routes to and from the site utilising State and Regional Roads – map of the routes must be provided
- The largest vehicle that will be used during construction in accordance with the City's CTMP Standard Requirements
- Frequency of truck movements
- Demonstrate using swept path diagrams how trucks enter, circulate and exit the site or Works Zone in a forward direction
- Existing driveways should be shown and proposed temporary driveways should be dimensioned
- Works Zones will need to be considered if trucks cannot enter or exit the site in a forward direction at all times
- Demonstrate using swept path diagrams how trucks will navigate to and from the site along the nominated truck route in narrow and tight locations
- Provide a plan showing where vehicles stand to load and unload, where plant will stand, location of storage areas for equipment, materials and waste, location of Works Zones (if required) and location of cranes (if required)

- The approvals of Works Zones and Road Closures (to install cranes) is a separate process that requires Traffic Committee endorsement

3. Impact of project

Provide details of the impact of the works on residents, businesses, pedestrians, cyclists, local traffic and emergency services and management of staff parking.

Condition 10 of the City's Standard Conditions to be repeated in the report and how they will be managed

4. Appendices

- Swept Path drawings for:
 - Vehicles entering, circulating and exiting the site or Works Zone
 - Turning movements in narrow roads.
- Traffic Control Plans (done by TfNSW accredited traffic controller)
 - For any diversions and detours
 - To manage vehicle and pedestrians accessing to or past the site
- The City's CTMP Standard Requirements.
 - There are some parts of the requirements that are in red and will need to be completed on a site specific basis.