



**Temporary
Traffic Management**
INDUSTRY STEERING GROUP

NZGTTM Risk Awareness and Assurance Field Guide

Seeing Risk in Real Work

Iteration 1 – Awareness (Plan & Do) (March 2026)

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TTM Risk Awareness Guide

This guide helps teams notice risk in real work conditions.

It supports the NZGTTM risk-based approach and should be used alongside the practical reflection guidance for context and explanation.

Purpose:

These questions support the Plan and Do stages of the improvement cycle described in the Risk Awareness and Assurance Guide – Practical.

They help teams to:

- understand the work and risks before starting and during the work
- recognise when work conditions differ from the plan
- notice whether controls work in real conditions
- support discussion with workers and other businesses

How to Use This Guide

This guide helps crews talk about **how the work is actually happening on site**. Each question follows the same simple structure to support the risk awareness conversation. Risk includes both what could go wrong and what helps the job go well.

1. Yes / No

Confirm whether this is happening in the job right now (Yes or No).

2. Describing the real work

- If you ticked “yes” – describe how this is helping work go well
- If you tick “no” – describe what is happening with work risk and its management

The answer should provide a description of how the work is actually being managed on site. This helps uncover what is really being asked of the crew for this specific job.

3. Plan and Job match slider

Indicate on slider whether the work delivered:

- aligned with written Traffic Management Plan (TMP)
- required minor adjustments
- needed significant adaptation from written TMP

The slider helps show how the TMP lines up with the job on the day. If a gap is noted, then ask questions to learn how this happened.

Question Source

The New Zealand Guide to Temporary Traffic Management (NZGTTM) Risk Awareness and Assurance Guide – Iteration 1: Awareness (Plan & Do) March 2026, TTM-ISG.

Recommended users :

- crews
- Site Traffic Management Specialist (STMS)
- supervisors
- planners
- site managers

Site Information

Date of review (DD/MM/YYYY)

Time of review

Location of worksite

Site Context

Describe the work being undertaken on the road corridor that requires temporary traffic management:

Is there an accessible Traffic Management Plan (TMP)?

☐ Yes ☐ No

How is the TMP helping the crew understand the work and risks on this site?

Examples:

- layout clearly understood
- staging discussed before work
- traffic flow anticipated
- controls explained to the crew

Plan and Job Match Slider | Mark how the job matches the TMP



Notes:

Is there a traffic management design (TMD) provided? ☐ Yes ☐ No

How does the design help explain the risks and controls for this site?

Examples:

- staging sequence understood
- access and egress points clear
- interaction with other works
- equipment positioning planned

Plan and Job Match Slider | Mark how the job matches the TMD



Notes:

If yes, when were the TMP/TMD received by the delivery crew?

Date & Time TMP Received:

Date & Time TMD Received:

How did the timing of receiving the plan influence the crew's understanding of the job?

Examples:

- reviewed before arriving onsite
- first seen on site
- discussed during pre-start
- limited time to review

**List what roles and other businesses took part in the review
(.e.g STMS, Crew, Supervisor, other contractors, Planner etc.)**



Workers manage risk through the decisions they make during the job. These questions help identify what decisions workers may face.

☐ Yes ☐ No

Examples:

- slowing or stopping traffic
- responding to pedestrians
- adjusting layout
- managing plant movements

TMP covers all decisions Additional decisions outside of the TMP are needed Most of the decisions made weren't covered by the TMP

Notes:

2. Could anyone else (other crews, road users, public) change the risk on this job?

☐ Yes ☐ No

How could other people or activities influence the risks on this job?

Examples:

- road users behaving unpredictably
- pedestrians entering the work area
- other crews working nearby
- delivery vehicles entering the site

Plan and Job Match Slider | Mark how the job matches the TMP



Notes:

Process & Guides

Plans and procedures describe how work is expected to happen.
These questions help check whether risks and controls are clearly understood.

3. Have we identified the tasks where someone could be seriously harmed?

☐ Yes ☐ No

How could someone be seriously harmed during this job?

Examples:

- exposure to live traffic
- reversing plant
- entering traffic lanes
- poor visibility areas

Plan and Job Match Slider | Mark how the job matches the TMP



Notes:

4. Do we understand the critical risks in those tasks?

☐ Yes ☐ No

How do those risks appear in this location or these conditions?

Examples:

- traffic speed
- narrow work areas
- visibility around curves
- pedestrian activity

Plan and Job Match Slider | Mark how the job matches the TMP



Notes:

5. Have we agreed on the critical controls to manage those risks?

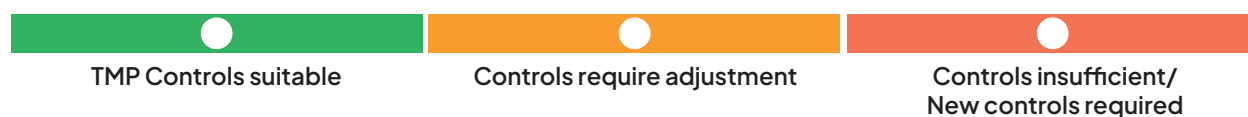
☐ Yes ☐ No

How do these controls manage risk and support work being done protecting road workers and users?

Examples:

- traffic slowed before work zone
- physical separation
- spotters for plant movement
- staging the work

Plan and Job Match Slider | Mark how the job matches the TMP



Notes:

Equipment (including controls)

6. Is the equipment and traffic management setup suited to this job and these conditions?

☐ Yes ☐ No

How does the equipment and traffic management help the crew manage the risks on this site?

Examples:

- barrier protection
- clear signage visibility
- traffic speed reduction
- safe separation from vehicles

Plan and Job Match Slider | Mark how the job matches the TMP



Notes:

7. Does the TMP reflect how the equipment will be used onsite?

☐ Yes ☐ No

How will equipment or controls actually be positioned during the work?

Examples:

- cone spacing adjusted
- signage moved for visibility
- barrier placement changed
- plant operating area defined

Plan and Job Match Slider | Mark how the job matches the TMP



Notes:

Contracts / System

8. Have we spoken with the crew about what they need to do this job well?

☐ Yes ☐ No

How did that discussion help the crew understand and manage the risks?

Examples:

- crew raised traffic concerns
- exposure points identified
- work sequencing clarified
- controls discussed

Plan and Job Match Slider | Mark how the job now matches the TMP



Notes:

9. Did that discussion help us understand what others are doing and the risks involved?

☐ Yes ☐ No

How are other crews, contractors, or road users influencing the risks on this job?

Examples:

- overlapping works
- shared traffic space
- delivery schedules
- interaction with public

Plan and Job Match Slider | Mark how the job matches the TMP



Notes:

PLAN – Reflection

What does this tell us about risks before work starts?

Consider:

- What risks are clearer after discussing these questions?
- Are there gaps between the TMP and how work will actually happen?
- What controls may need strengthening?

People

Process & Guides

Equipment

Contracts / System

Overall Plan and Job Match Slider

How closely does the on-the-job TMP planning match the pre-job TMP plan?

Place a mark to reflect how the crew feels about the TMP



Notes to support Slider assessment:



People

☐ Yes ☐ No

- traffic slowing as expected
- workers clearly visible
- good separation from vehicles
- safe working space maintained

Supporting work as expected Supporting work with adjustment Not supporting the work/new approaches needed

Process & Guides

11. Can procedures be followed onsite?

☐ Yes ☐ No

How are workers using or adapting procedures to get the job done in real conditions?

Examples:

- adjusting layout as traffic changes
- sequencing tasks differently
- adapting to weather or visibility

Plan and Job Match Slider | Mark how the TMP meets real work requirements



Notes:

12. Do high-risk tasks have clear stop points if something doesn't feel right?

☐ Yes ☐ No

How would workers pause or stop the job if the risk increases or uncertainty exists?

Examples:

- stopping traffic
- pausing plant movement
- contacting STMS
- adjusting controls

Plan and Job Match Slider | Mark how the TMP meets real work requirements



Notes:

Equipment (including controls)

13. Are controls working where people are close to traffic or plant?

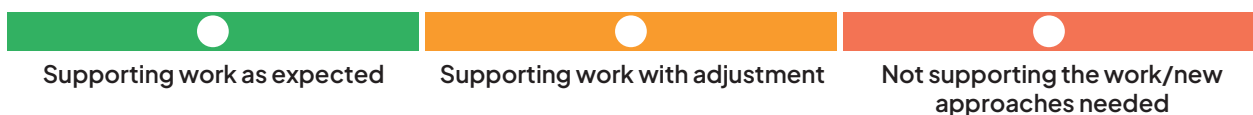
☐ Yes ☐ No

How are workers managing risk where exposure to traffic or plant is highest? What's helping or making it harder?

Examples:

- barriers in place
- visibility maintained
- spotters used
- 3 part communication

Plan and Job Match Slider | Mark how the TMP meets real work requirements



Notes:

Contracts / System

14. Do contract conditions influence how decisions are made on this job?

☐ Yes ☐ No

How are the contract conditions shaping decisions today, where do they get in or not get in the way of the work?

Examples:

- Resourcing requests
- Rushing to deliver for other deadlines
- Commercial penalties
- Equipment deficiencies
- Production deadlines

Plan and Job Match Slider | Mark how the TMP meets real work requirements



Notes:

DO – Reflection

What does this tell us about risks during delivery?

Consider:

- What risks became clearer during the work?
- Did any controls not work as expected?
- What should be improved next time?

People

Process & Guides

Equipment

Contracts / System

Overall Plan and Job Match Slider

How closely did the job match the plan?

Mark how the job matched the plan



Notes to support Slider assessment:



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