TRAFFIC MANAGEMENT METHOD STATEMENT

Procedures for Installation, Maintenance and Removal of a Road Closure and Diversion routes

GREAT EDINBURGH RUN – SUNDAY 17th APRIL 2016
METHOD STATEMENT

1.0 Intent of Method Statement

The intention of this method statement is to outline procedures for the implementation of road closures and associated diversions for the GREAT EDINBURGH RUN event in Glasgow.

2.0 References

- Chapter 8 Traffic Signs Manual
- Safety at Street Works and Road Works
- HSE Guidance Note 53
- Scottish Office – Reduction of Delays at Roadworks
- County Surveyor’s Society DoT Notes for Guidance on Safety at Roadworks

3.0 Safety Requirements for Vehicles and Labour

- All staff and operatives to wear correct Personal Protective Equipment.
- All staff and operatives to receive an induction to this method Statement.
- Operatives suitably trained to Sector Scheme Document No.12 level or progressing towards Sector Scheme Document No.12 registration/accreditation
- All vehicles shall be painted yellow, have ‘Highway Maintenance’ Signs or stickers visible and have a minimum of roof mounted hazard beacons.
- All lights and electrics on vehicles to be checked prior to starting any closure.

4.0 Preparation Work for Closure

Planning

- In order to obtain maximum benefit from a road closure, careful planning of the programme is essential.
- It is important to consider the effect of traffic joining at junctions and the time of day and day of the week for any proposed works.
Due account should be taken of existing works on the length of road affected by a lane closure.

The Supervisors will programme Traffic Management, organise equipment, plant and Traffic Management Operatives.

If you observe anything that may affect the lane closure report this to your Supervisor.

5.0 Installation, Maintenance, Removal of Road Closure and Diversionary routes

Approximately 2-3 days prior to the event, TM crews will be out on site to pre place any relevant signage/coning for the event based on the agreed TM plans and put these the side of the footpath in a safe place so as not to cause an obstruction to any pedestrian movement, this will include the agreed no. of cones for each junction (numbered on plans).

On the day of the event, the relevant crews, complete with TM vehicles, will be split into zones for the event and as per the closure times will begin to implement the closures after confirmation from the control room. This will be assisted with staff from steward’s provider. Who is responsible for implementing each closure is outlined on the stewarding plan.

At least 1 hour prior to start of main works traffic Management operatives will erect the appropriate diversionary signs (excluding trigger signs). When instructed the operatives will close off the required length of road and all appropriate diversion trigger signs and road closed signs will be erected. During the main works the traffic management operatives will patrol the diversion routes and also control any traffic in the vicinity of the works. This will also include any required emergency vehicles that may require access into or through the works area. After completion of the works the traffic management will be removed in the reverse order to the erection.

All closures/re-openings must be referred to as per agreed TM plans and no roads closed/opened without confirmation from the event control room/site manager.

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