



**SUPPLY CHAIN SAFETY
LEADERSHIP GROUP**

Highways Safety Hub Raising the Bar No.39

Traffic Safety and Control at Roadworks

January 2022

Contents

Objective	4
Background	4
Definitions of roles and essential terms.....	5
Traffic Management Manager (TMM) Roles and responsibilities	6
Traffic Management Manager (TMM) Duties.....	7
Traffic Safety Supervisor (TSS) Role and responsibilities	8
Traffic Safety Supervisor (TSS) Duties	8
Combining the role of a TMM and TSS.....	10
Appendix A – Detailed TSS Vehicle Specification.....	15
Glossary of Terms	18

This Raising the Bar document was created by industry in response to ongoing industry and practitioner concerns with traffic safety control standards and the lack of consistency in the job descriptions of those involved in traffic safety and control at road and street works and a failure by many organisations to define the scope of an individual’s employment, recognise the importance and benefits of allocating adequate time and resources traffic safety and control activities and personnel.

It is intended to drive uniformity, consistency, recognition and professional respect within industry of this essential engineering discipline.

This document is in first issue and is intended to raise the bar and will be subject to a review after 12 months from first use.

KEY MESSAGE

Traffic Safety and Control is the overall process which creates a Safe System of Work for a construction operation on or adjacent to a highway or other publicly accessible area.

- The Traffic Safety and Control Officer (TSCO) has been renamed to Traffic Safety Supervisor to differentiate the role from the Traffic Officer Service who have statutory powers
- The related roles of Traffic Management Manager and Traffic Management Designer have been recognised and their role in the design, planning, organisation and management of Traffic Safety and Control at a system of roadworks started to be defined
- That all duties and roles listed are a minimum requirement and this document lists the minimum requirements.
- That all organisations responsible for Traffic Safety and Control apply the requirements of this document with the aim to provide a consistent and uniform approach at all systems of road or street works
- That the importance of Traffic Safety and Control in providing adequate customer service and that adequate time and resources are allocated to this activity at construction work

Objective

The purpose of this guidance is to provide clarity on Traffic Safety and Control and the role of a Traffic Safety Supervisor at a temporary situation including roadworks on network roads and to set detailed minimum standards for those responsible organisations and individuals.

Background

The role of Traffic Safety and Control Officer (TSCO) was first developed in the late 1990's resulting from a need to appoint a specific member of contractor's staff to manage all matters relating to traffic safety and control at roadworks.

The first qualification scheme for TSCO's was introduced in 2008 and a considerable number of industry individuals now hold the qualification to manage traffic and safety matters at roadworks. The course was substantially updated in 2021 and the role renamed to that of Traffic Safety Supervisor (TSS) to better reflect the responsibilities that these individuals should undertake and to differentiate them in the eyes of the public from the Traffic Officer service.

These individuals work in overseeing organisations, principal contractors and for temporary traffic management contractors, some are directly employed by those organisations and some are self-employed. This document applies irrespective of employment or engagement terms as it describes the duties a TSS shall undertake.

There is a wide disparity in the responsibilities that these individuals are given, the consideration of what is adequate time to perform the role and the importance that those employing them place on the TSS which this document seeks to address.

National Highways launched their Customer Focus initiative in 2017 to raise standards and improve customer satisfaction at roadworks which support the aim of their Raising the Bar campaign started in 2013.

The score for customer satisfaction with roadworks is the lowest of any of National Highways performance indicators with quality of information and diversion routes receiving much comment. Many of these issues relate directly to the quality of the traffic management measures requested by Principal Contractors and provided by TTM contractors.

The person who should be acting as Clerk of the Works monitoring the compliance and standard of TTM measures is the TSS at the instruction of the TMM and this document sets out the requirements for Skills Knowledge and Experience for those persons together with their responsibilities and reporting structure so as to enable them to challenge poor performance, raise the bar on the quality of traffic management activities by contractors and recognise the role the TSS provides in maintaining safety on site.



This raising the bar document is strongly recommended to be adopted as best practice by all Highway or Traffic Authorities for all works on any network road where a TSS is required or is to be appointed by the contract.

The appointment of a TSS by the contract for all road and street work is also strongly recommended when works have considerable pedestrian movements or are on high-speed roads. This will enable customer familiarity and confidence in the role together with conformity between organisations, contracts and networks to be achieved to the benefit of all customers.

Definitions of roles and essential terms

Temporary Traffic Management Engineer: A person holding the post nominals of RegTTME issued by the Institute of Highway Engineers and having successfully completed the Professional Diploma in Temporary Traffic Management Engineering.

Traffic Safety and Control: The safe system of work (SSOW) that encompasses all temporary traffic management elements that support the safe and efficient operation of the system of roadworks to the national requirements including vehicle recovery, enforcement and monitoring activities with all risks As Low As Reasonably Practical (ALARP).

Traffic Management Manager (TMM): A person, normally a registered Temporary Traffic Management Engineer, who is appointed by the Principal Contractor to manage and coordinate all matters relating to the temporary traffic management measures including making all necessary arrangements for Traffic Safety and Control including appointment of sufficient TSS to oversee and inspect all temporary traffic management installation, maintenance, operation and removal activities during a shift to maintain customer focus and safety.

Traffic Safety Supervisor (TSS) ex TSCO: A person registered with LANTRA and appointed by the TMM to oversee on behalf of the Principal Contractor and Overseeing Organisation the arrangements for traffic safety and control. Who by means of a series of inspection and checks confirms that the agreed temporary traffic management system is being installed, maintained, operated and removed to the agreed design, specification, standards and contract conditions.

Signing Lighting and Guarding (SLG) Devices prescribed by the Traffic Signs Regulations and General Directions provided to Warn, Inform, Direct, delineate or contain traffic at a temporary situation or hazard and all associated equipment used to manage traffic forms the physical elements of or supporting element of the Safe

System of Work.

Traffic Management Designer (TMD): A registered Temporary Traffic Management Engineer who has been appointed by the Principal Contractor or a Designer to undertake design development activities and holds appropriate Professional Indemnity Insurance of at least £5 million to undertake design activities relating to the system that deliver customer focus and safety.

Traffic Management Foreperson (TMF): A person having the responsibility, training and experience to install, maintain and remove the Temporary traffic management measures and is registered with LANTRA.

Traffic Management Supervisor (TMS): A person appointed by the traffic management contracting organisation having the responsibility, training and experience supervise the install, maintain and remove the Temporary traffic management measures and instruct the TMF(s) and other relevant contractors.

Traffic Management Design: Works' information including written documents, design risk assessments and drawings used to describe the requirements of the SLG to those responsible for installing, maintaining and operating the SSOW created by the design.

Principal Contractor/ Contractor: As defined by Construction (Design and Management) Regulations 2015 (CDM regulations).

Principal Designer / Designer: As defined by Construction (Design and Management) Regulations 2015 (CDM regulations).

Client: As defined by Construction (Design and Management) Regulations 2015 (CDM regulations).

Highway Traffic Authority: Organisation responsible for the management of a network or area of highway may also be via a specific traffic authority.

Overseeing Organisation: Organisation appointed by the highway authority to under the management of a network or area of highway or contract on their behalf.

Should: The term “should”, is used in this document to indicate a recognised means of meeting the requirements of this guidance.

Shall: The term “shall”, is used in this document to indicate a requirement strictly to be followed in order to conform to this guidance and no deviation is allowed.

May: The term “may”, is used in this document to indicate a requirement that needs consideration and assessment by the contractor.

Must: A statutory requirement that has to be complied with by the responsible organisation or person.

Traffic Management Manager (TMM) Roles and Responsibilities

The TMM is responsible for managing all matters relating to traffic safety and control at any temporary change in risk on the highway, including roadworks, so that the risk level is ALARP at the temporary hazard or situation on behalf of the Client and highway authority.

The TMM is a member of the principal contractor’s staff who using a risk based approach appoints a suitable number of TSS to ensure by a TSS undertaking a suitable level of onsite independent checks, planned audits and regular or irregular inspections, defined by the TMM or the contract, within the designated and defined area of the principal contractors responsibility to provide measurable assurance that:

- All SLG is as far as reasonably practical being maintained in a condition that it could reasonably be expected to be found in by the provider of the SLG.
- That all unplanned risks arising from the temporary situation are being identified proactively by the principal contractors designated staff and suitable and sufficient resources are being used in a timely manner to *eliminate, reduce and control* ERIC those risks *As Low As Reasonably Practical* (ALARP) for all customers including;

- Delay and Congestion
- Breakdowns
- Support to Emergency responders
- Intentional or unintentional events that affect customer safety
- Unplanned or unauthorised contractor staff actions
- Dust, noise, light, dirt, water or other consequence of the works

That the principal contractor’s TTM design has created a SSOW at the temporary situation or hazard for customers, who are defined as:

- Highway users (Traffic)
- Construction workers
- Adjacent stakeholders to the highway
- Emergency responders and those supporting them

That in creating the design for the TTM, the design was created:

- Using a NHSS suppliers quality plan by a named TMD
- To accepted minimum standards in defined Traffic Signs Manual Chapter 8 and associated documents including the DMRB, CIS53 and RtB
- to agreed standards of provision and operation above minimum standards and as defined by the highway authority or client
- Using a suitable and sufficient documented design risk assessment including an assessment of roadside risk as defined by DMRB CD377 (Requirements for road restraint systems) by competent staff as required by the relevant NHSS.
- And is being maintained by a sufficient level of maintenance activity by the TTM provider that will maintain the SLG in a condition it could reasonably be expected to be found in
- And is subject to a post design review check appropriate to the size, complexity and risk associated with the design
- And it effectively communicates the nature of the works being undertaken to traffic and the alternative means to avoid the area or safe passage past the work

Traffic Management Manager (TMM) Duties

The Traffic Principal Contractors Traffic Management Manager shall as a minimum:

- Manage and coordinate requests for interruptions (any reduction in full availability) to carriageway capacity by challenging their need for the reduction in the length and lateral width of closures of a link. The aim being to balance safety and progression of the works, whilst ensuring full utilisation or working space / area versus the remaining carriageway width
- Develop processes that ensure contractors make maximum planned use of the available working period granted e.g., 22:00 to 06:00, so as to reduce repetition of lane closures and risk from ALARP and therefore the overall programme length of reduced carriageway availability to the customer
- Obtain validation that the contractors shall make visible progress within established TTM measures
- Issue a prestart certificate of conformity for any sign manufactured or provided for the design by the contractor a minimum of 7 days before the equipment is placed on site by verifying that the signs:
 - meet the minimum legal requirements under PUWER (Provision and Use of Work Equipment Regulations)
 - Comply with the design and requirements of the TSRGD, relevant Traffic Signs Manual(s) and associated working drawings
 - Will not constitute an obstruction of the highway when placed
 - Or have non prescribed sign approval from the national authority
- Check that the contractor(s) has undertaken suitable and sufficient preparatory activities to ensure that the planned work can be undertaken within the available or agreed off peak working window without risk of overrun from said working window

The TMM shall check that:

- the contractor(s) have assessed the risk of failure to restore network capacity and agreed measures commensurate with the likelihood of the risk of overrun being realised are available to mitigate and control this situation are in place
- the Contractor(s) and TTM Contractor have a contingency and or emergency incident plan in place commensurate with the complexity, size and nature of the TTM and works operations that identifies foreseeable hazards, situations and the available means of controlling the conditions identified
- the RAMS of contractors relevant to TTM activities such as TTM contractor, TTM road markings, temporary VRS, vehicle recovery etc. are suitable and sufficient
- the principal contractor has all signage and other measures designed to current best practice to create a suitable and sufficient worksite traffic system including segregating, delineating, and indicating worksite hazards within the TTM measures
- adequate advance notification of the works including any closure is and has been given

The TMM shall:

- Procure and manage changes to road space
- Act as contractor's package manager to ensure all TTM elements create a SSOW with all risks ALARP
- Act as point of contact for highway authority, enforcement or regulatory authority enquiries and audits
- Not be appointed to a role not related to the overseeing of or undertaking the monitoring, measurement and of the quality and safety of the TTM operations and measures that detracts from delivering Traffic Safety and Control requirements

Traffic Safety Supervisor (TSS) Role and responsibilities

The TSS is to act as the highway authority or overseeing organisation's supervisor on site, on shift, representative at a designated and defined area of temporary hazards or risk. They shall ensure on behalf of the appointed TMM by means of undertaking a suitable and sufficient level of site inspections and audits that all risk controls are being effectively implemented in a timely, safely manner to the agreed design and standards with all risks ALARP by all organisations responsible for the area including those with designated roles under CDM Regulations.

They shall ensure that:

- the SLG provider, provides the SLG (TTM) to the agreed contract design
- agreed SSOW is being maintained proactively and continually improved for customers
- Incidents are identified and managed following the agreed incident plan

The TMM shall be responsible for appointing sufficient TSS to undertake this function based on the scale, complexity and risk related to the traffic management system.

Traffic Safety Supervisor (TSS) Duties

That, the TSS by undertaking a sufficient regime of planned or unplanned timely inspections before starting installation or removal of any TTM measures that quality will be achieved without harm occurring.

This shall include:

- Before any highway/road is closed and traffic is diverted on to a diversion route that the diversion route is:
 - Adequately signed to the agreed design and signs are correctly placed to be visible and safe and will aid traffic moving effectively along the route without confusion.
 - Is clear of obstructions that may cause congestion
 - Before authorising the closure of the road by the TTM contractor

- That the contractor has provided the agreed resources and that they remain sufficient to achieve the planned work within the agreed working window
- That the RAMS of contractors relevant to TTM activities such as TTM contractor, TTM road markings, temporary VRS, vehicle recovery etc. are complied with
- That the TTM contractor is compliant with the requirements of the NHSS for training and competency for the operation
- That traffic flows are at a suitable level to permit the operation to commence, remain in operation and any unplanned event is mitigated by triggering incident management plan
- That the TMF(s) have notified the highway authority control room and permission has been given
- That the TMF has procured any roadside signals required to support the works.
- That all contractors' works vehicles are appropriately marked
- That conflicting and or confusing signs have been covered or removed to the agreed contract standards

Where the pre commencement checks of an installation or removal activity have indicated a non-conformity, including unsafe conditions which as a consequence the TSS considers that the safety of the workforce, users of the highway or others adjacent to the highway, such as traffic on a diversion route will be compromised, then it is the TSS's duty to inform the highway authority representative as well as the TTM contractor, TMM and Principal Contractor for the works.

The TMM and TSS should agree with relevant parties the actions that will be required to remedy the conditions highlighted and close out the non-conformity before the works are permitted to commence, re-commence, continue, or change.

The TTM Contractor or Principal Contractor shall not start installation, alteration or removal work of TTM until the agreement of the TSS to do so has been obtained. Any non-conformity raised prior to commencement should have been closed out by the

relevant organisation or company to the level agreed with the TMM or Highway Authority.

As soon the TTM measures have been installed, altered or removed or at regular intervals during larger activities or those with longer durations the TSS shall on behalf of the TMM by means of inspections or audits at least once per shift:

- Regularly check that the TTM measures have been installed to the agreed design (On site verification)
- That all site-specific signs and variable legend signs comply with the requirements of the Traffic Signs Manuals and associated documents
- That any non-conformity is recorded, an action plan created and that the defects are marked as completed on the action plan
- That the onsite arrangement of the design has all risks ALARP and maintains traffic flow
- That the TTM Company maintains the measures to the agreed contract standard using trained and competent staff
- Validating that the works contractor is making visible progress within TTM measures
- That all on site works traffic hazards are delineated and signed appropriately.
- That requests for additional site access and egress locations are passed to the TMD for approval before allowing installation on site
- That traffic flows:
 - remain suitable to allow the relaxation works to continue
 - are unlikely to become unsuitable before completion of the relaxation work and that the closure is removed appropriately
 - are unaffected ALARP by the presence of the TTM measures
- That measures have been implemented to explain why when visible progress is not being made within established TTM measures by the contractor
- That all working space that is not required is removed appropriately to

minimise carriageway occupancy

- Maintain an accurate records of road space utilisation installation, removal and unused road space with the highway authority
- That incidents events and other unplanned interruptions to carriageway capacity are being managed effectively by the relevant organisations
- That all temporary VMS, CCTV and speed enforcement equipment does not increase roadside risk to traffic
- That any safety, security or emergency measures such as safety zones, emergency routes, spill containment, dust or mud suppression remain effective, suitable and available
- That contractors' vehicles on site comply with site policy and RtB 02
- That the relevant requirements of RtB 27 are being effectively installed and operated

As soon the works contractor has completed the works activity or at regular intervals during larger activities the TSS shall by means of inspections prior to removal of any TTM measures:

- Check that any part of the highway is in a safe condition to be reopened to general traffic and that the risks from all remaining hazards are ALARP
 - All plant, equipment, debris, dust, water, materials are removed or SLG and where considered required have VRS installed
 - All SLG is available and sufficient to allow reopening
 - All TTM equipment will be covered where not practical to be removed or removed when not required
- All temporary road surfaces, ramps, road plates and drainage meet the requirements of TSM chapter 8, other guidance and the design when used by the contractor to enable the reopening of the highway
- That the contractor has updated roadside information on current and future activities in a timely manner and is maintained correct to the available information or programme

As soon the works contractor has completed the works activity or at regular intervals during larger activities the TSS shall by means of inspections on completion:

- Check that any part of the highway is in a safe condition to be reopened to general traffic and that all temporary hazards have been removed
 - That any treatment to the highway surface has been undertaken and documented e.g., winter service
 - That all TTM equipment has been removed
 - That all temporary alterations to the highway have been removed or made good
- All road space etc. has been closed and accurately reported
- Conflicting sign masking has been removed
- Permanent signs re-erected / uncovered
- Fixings into asphalt reinstated
- Cats eyes / road studs reinstated
- All contractor's debris has been removed and the site cleared of litter
- All damage from road markings is identified, documented, and reported to the overseeing organisation / highway authority and/or has been made good
- The TTM contractor has supplied all records of activities and all designs used and these have been supplied to the TMM to be made available to the overseeing organisation / highway or traffic authority
- That all records of TSS activities have been completed and supplied to the TMM to be made available to the overseeing organisation / highway authority

The TSS shall also be available:

- To coordinate assistance from works contractor and specialist companies in reopening the highway in the event of an incident
- To post incident or incursion re-inspect the condition of the TTM measures to identify and ensure works required to permit the safe reopening are managed and undertaken

- To instruct the suspension of contractors work activities to reduce risk during an incident from emergency responders' activities including traffic using the works area to access an incident
- To organise and utilise site resources to support customers welfare during extended interruptions to network availability in an incident
- To make available documented information to those investigating

Combining the role of a TMM and TSS

The roles of TMM and TSS may be combined on smaller schemes, with less complex works where the individual holds both qualifications but in combining the role the Principal Contractor shall ensure that it shall not detrimentally affect monitoring or assurance of the quality and safety of the work delivery on behalf of the highway authority.

The TSS or TMM shall not at any time:

- Directly control, direct, supervise or manage the TTM operations on behalf of the TTM provider
- Be the named TMD for the works that they are overseeing.
- Work excessive hours or exceed the requirements of the Working Time Directive
 - No exemption or opt out is permitted for the TSS due to possible lone working in a safety critical environment
- Be an unqualified member of a contractor, supplier, supervision consultant, design or highway traffic authority staff

Record keeping

The TMM shall organise and retain adequate documented information to allow the accurate recall and post occurrence substantiation of:

- Design changes and approval for design changes including safety audits
- Public contact including liaison and notification activities
- Contingency plans
- Other customer feedback sought / given or supplier
- Inspections made by enforcing authorities
- Minutes of monthly traffic management meetings
- The agreed TTM design and post install change to the agreed design
- Design risk assessments and other supporting design information
- Any quality plan information relative to the supplier's service and products in connection with the TTM measures.
- Testing of emergency plans and measures.
- TSS activities

The above list is not exhaustive and indicates a minimum acceptable level of documented information.

The TSS shall keep or obtain and provide to the TMM adequate documented information to allow the accurate recall and post occurrence substantiation of:

- Inspections, audits, monitoring, measurement, verification and validation activities for items such as:
- Installation of TTM measures
- Ongoing conformity of TTM measures
- Removal of all TTM equipment
- Installed diversion route prior to use
- Speed enforcement signage.
- Safe operation of vehicle recovery
- Reinstatement of TTM measures post incursion or incident
- Compliance of TTM company with NHSS
- Compliance of other contractors
- Highway safety and maintenance inspections
- Non conformity and closure of non-conformity in connection with the TTM
- Certificates of conformity for supplied products such as signage and VRS/TVRS or road makings
- Contact with emergency services and highway authority
- Traffic congestion and queues
- Highway defects, repairs and damage
- Traffic counts for relaxation works and external events affecting the TTM
- Information on work activities provided at the roadside
- HSEQ observations, near miss and incident created by the works in connection with the system
- Weather
- Visual record of the installed system including diversion route signage

The above list is not exhaustive and indicates a minimum acceptable level of documented information.

Other requirements

The TSS when acting as a TSS shall not be a member of any TTM crew installing maintaining or removing the SLG arrangements and if required to perform the role of TSS during any 12 hour period on a site, is not permitted to have taken any part in the activities of installing, maintaining or removing the SLG arrangements at any time during that shift on that site or at any 'standard' roadworks site where they have been actively involved in the installing or removing the SLG in the preceding 28 days.

In the event of an incident or other damage to the TTM measures, when the TSS considers that the continuation of works activities within a system of TTM is no longer acceptable, the TSS shall be able to instruct the contractor to suspend their works, suspend deliveries, clear an emergency access route through, make any part complete works safe and move all plant, labour and equipment to a place of safety. The TSS's decision shall be final as to when works will be suspended or can be restarted. The contractors resources should remain available to assist as required or directed to reopen the highway.

The TSS shall not carry out the onsite verification of a detailed TTM design for which they have undertaken the pre-construction design activity, design checking (Verification) or design approval (Validation) activity. The on-site check of the installed design shall be an independent verification of the suitability and compliance of the installed measures.

The TMM shall organise and chair at regular intervals, at least monthly, a traffic management meeting to which external stakeholders and customer representatives, TTM contractor and principal contractor and other interested parties shall be invited as required by the contract to discuss matters relevant to the TTM. The ongoing maintenance of customer safety and quality of the scheme shall be discussed and the recommendations or the requests of highway authority or Police considered.

TSS and TMM training and competence

The TMM shall hold the following minimum training qualifications.

- NEBOSH Construction Certificate or IOSH Managing Safely or CITB Site Managers Safety Training Scheme
- CSCS Manager in a category relevant to highways or one issued by LANTRA
- Hold or have held NHSS 12A TSCO qualification (pre 1st September 2021)
- Hold or have held NHSS 12 R5 Traffic Safety Supervisor (Post 2021 replacement 12A TSCO Course - Preferred)
- Hold or have held NHSS 12C Planning Officer
- NHSS 12D M7 Planning Officer
- Institute of Highway Engineers Professional Diploma in Temporary Traffic Management Engineering

The TSS shall hold the following minimum training qualifications.

- NEBOSH Construction Certificate or IOSH Supervising Safely or CITB Site Supervisors Safety Training Scheme
- Hold a First Aid in the Workplace qualification
- CSCS in a category relevant to highways or one issued by LANTRA
- NHSS 12A TSCO qualification (pre 1st September 2021)
- NHSS 12 Traffic Safety Supervisor (Post 2021 qualification which updated the 12A TSCO - Preferred)
- NHSS 12C Planning Officer
- NHSS 12D M7 Planning Officer
- Institute of Highway Engineers Professional Certificate in Temporary Traffic Management Engineering
 - working towards or have attended – minimum hold qualification preferred
- Conflict management techniques
- Hold a current enhanced DBS (Disclosure and Barring Service) check

It is strongly recommended that persons holding the TSCO qualification available before 1st September 2021 reaccredit with new Traffic Safety Supervisor qualification as the requirements of the new qualification considerably exceed that of the previous qualification.

The IHE course is taught at two levels:

- Professional Certificate which covers highway engineering fundamentals and underpinning knowledge
- Professional Diploma which covers traffic management systems, processes and standards.

If the Institute of Highway Engineers Professional Diploma in Temporary Traffic Management Engineering is not held, consideration should also be given for both roles to obtaining qualifications such as NVQ's or awareness courses in:

- Vehicle Restraint System supervision
- Road marking operation supervision
- Construction site management and supervision
- Road Safety Engineering and Auditing procedures

And by April 2023 all TMM's shall be registered with the Engineering Council to at least Engineering Technician level as they undertake the supervision of highway engineering activities including involvement in design activities.

One such route to registration is completion of the Professional Diploma and Engineering Council application via the Institute of Highway Engineers (IHE). Once registered, the TMM and any registration holding TSS shall maintain this registration by maintaining membership of the Institute of Highway Engineers by undertaking required CPD. The IHE issues the post nominals of 'RegTTME' to persons who have successfully completed the Professional Certificate or Diploma in Temporary Traffic Management Engineering (the TTME course)

All TMM and TSS's shall have a detailed working knowledge of the TRSGD and the relevant Traffic Signs Manuals, as a minimum manual 8 and 7 together with the requirements of CDM regulations. They shall be able to interpret the traffic signs working drawings and provide detailed assessments of what is considered reasonably practical in TTM.

All TMM and TSS shall have a proven record in the supervision and management of operational TTM activities. It is considered that those persons with less than 5 years proven supervisory TTM experience may not always have the required industry operational knowledge and experience to supplement their completed training. All persons gaining experience should be supervised and or mentored by a TSS/TMM with recognised and recorded experience of greater than 5 years when first starting as a TSS, with particular consideration given to those who have less than 5 years operational supervisory experience.

Every TSS and TMM shall maintain a CV of past projects and CPD. The IHE maintains records of Registered Practitioners in TTME. Issues regarding the professional engineering competence, registration or ethical standards of a professionally registered person can be referred to the IHE.

Traffic Safety Supervisor Vehicle



The TSS will need specialised transport to undertake their duties and to provide reassurance and confidence on the occasions they will interact with the general public. The TSS must be recognisable and easily identifiable to other contractor's staff, emergency responders and after a period of widespread use of a consistent livery, the general public or highway user.

To enable these aims, each TSS shall be provided with a vehicle with a uniform consistent approach to markings and colour. This document prescribes these requirements, and they exceed those minimum requirements of Chapter 8 for inspector supervisor vehicles. No deviation from these requirements in regard to standard, layout or size of marking is permitted as the intention is to create uniformly recognisable vehicles, promoting confidence and reassurance for all customers including vulnerable and distressed persons. The use of a vehicle so marked should be minimised when not acting as a TSS, i.e., in off duty time.

The TSS vehicle shall not deviate from the detailed standard specification given in Appendix A of this document. When operating as a TSS the vehicle shall be uniformly presented to the design in this document in a clean condition.

The vehicle shall display the logo on the side of the contract name or maintenance agent, or Client or other logo as agreed by the Client, highway traffic authority or overseeing organisation. It shall not display the logo or name of any TTM company, private company or other organisation without the organisation being the highway authority or without prior consent of the Client or overseeing organisation. The size for the logo is given in Appendix A.

A full width beacon should be fitted with in cab indicator of operation.

The TSS should be provided with a vehicle that assists the TSS to exit the vehicle safely, sometimes from the passenger side, typically van type vehicles offer the greatest ability to do this with a bench style seat.

If any vehicle does not have all round windows to provide visibility when manoeuvring, then it shall be assessed and meet the requirements of the relevant Raising the Bar document for operator visibility assistance.

Vehicles should allow the TSS to move effectively on and off verges where there is no hard shoulder to assist the TSS to leave the vehicle safely. Consideration should be given to using 4x4 type vehicles to allow this type of manoeuvre to be undertaken confidently.

The TSS vehicle should be one manufactured or fitted with front and rear parking sensors, blind spot detection and a reversing camera(s) to assist the TSS to safely manoeuvre in traffic. It shall also be fitted with Bluetooth or handsfree equipment to allow the TSS to communicate with others during moving operational events such a mobile carriageway closures or rolling road blocks.

The TSS is regularly required to monitor installed SLG arrangements to verify that they meet or continue to meet the agreed standards. This is usually undertaken by a driven observation check comparing it to a drawing, however this cannot be safely undertaken whilst simultaneously driving. To enable this task to be safely undertaken, the TSS vehicle shall be fitted with a HD or greater quality in car permanent CCTV system with separate cameras facing to the front and rear as a minimum.

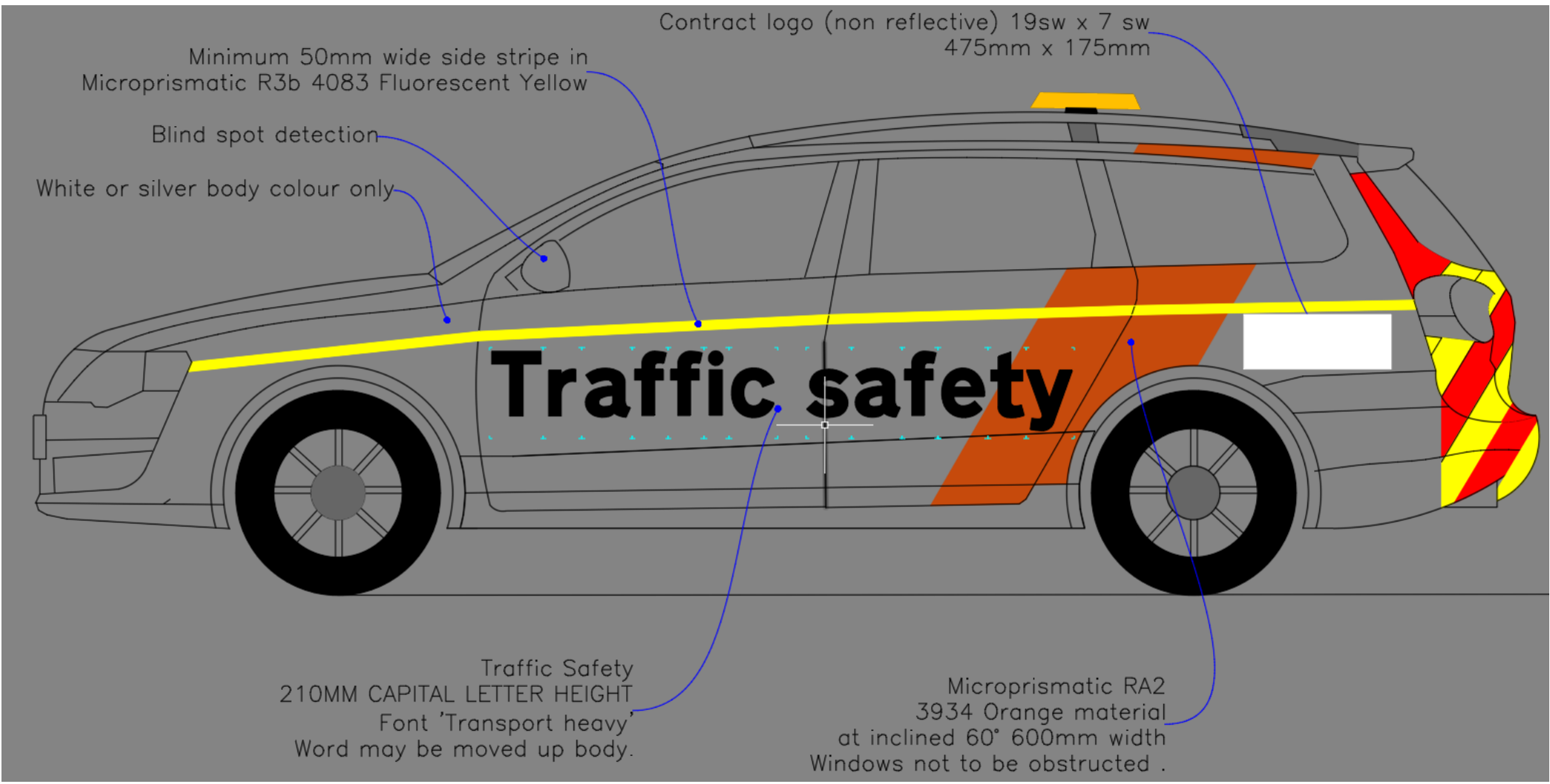
Fixed dash cam CCTV systems with front and rear cameras are recommended. Temporary screen sucker mounted systems are not recommended.

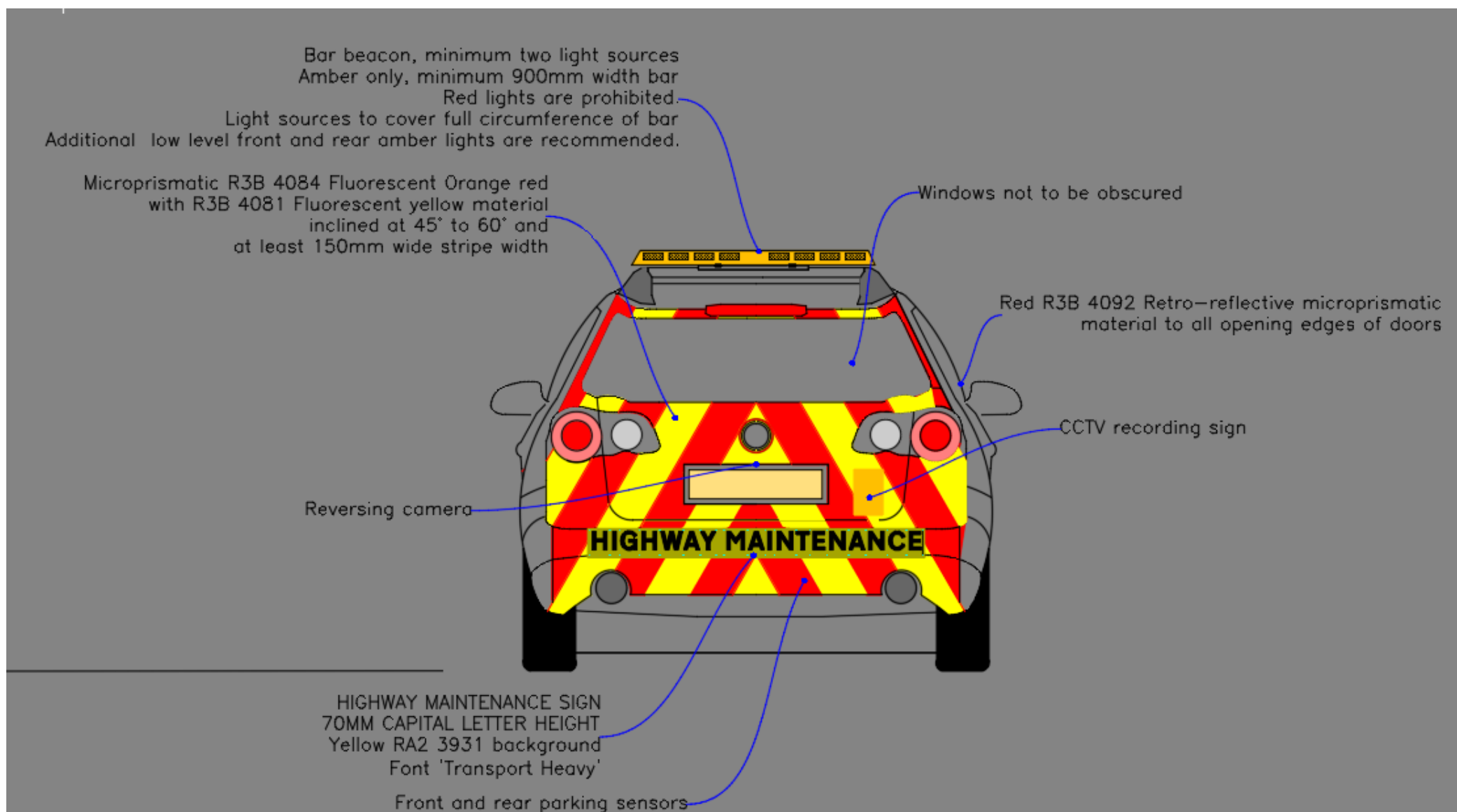
Using the footage, the TSS can then download the footage of the site check from the vehicle camera and use it to compare against the required design as a desktop post collection activity, retaining it securely for 28 days before destruction. Data shall be controlled in accordance with an organisations GDPR policy.

Appendix A – Detailed TSS Vehicle Specification

These stated requirements are over and above or those stated in Chapter 8 or where the requirements conflict with that document, these requirements shall be used for the TSS vehicle.

When a vehicle other than a car is provided the widths, specifications and angles shall be maintained to present uniformity.





Glossary of Terms

ALARP – As Low As Reasonably Practical

CDM Regulations – The Construction (Design and Management) Regulations currently in force

Chapter 8 – Traffic Signs Manual Chapter 8 and constituent volumes.

CIS 53 – HSE Construction Information Sheet 53 [Reducing risk in temporary traffic management operations]

CPD – Continuing Professional Development

DMRB – Design Manual for Roads Bridges

GALE – Generally At least Equivalent

GDPR – General Data Protection Regulation

Highway Authority – Organisation with responsibility for management of the highway

IHE – Institute of Highway Engineers

LANTRA – Training Scheme Awarding Body for NHSS

NHSS – The requirements of the current edition of the National Highways Sector Scheme(s)

Principal Contractor – As defined by the CDM Regulations

PUWER – Provision and Use of Work Equipment Regulations

RAMS – Risk Assessment and Method Statements

Relaxation – TTM works on all roads that are subject to suitable traffic flows, weather and visibility

RegTTME – Registered Temporary Traffic Management Engineer with the Institute of Highways Engineers published on their register of practitioners

RSA – Road Safety Audit

RtB – Raising the Bar

SLG – Signing Lighting and Guarding

SSOW – Safety System of Work

TSCO – Traffic Safety and Control Officer – previous name of TSS replaced in September 2021

Traffic Safety and Control – The system of work that maintains safety of the road user, road worker and others

TMD – Traffic Management Designer

TMF – Traffic Management Foreperson

TMM – Traffic Management Manager

TSRGD – Traffic Signs Regulations and General Directions currently in force

TSM – Traffic Signs Manual

TSS – Traffic Safety Supervisor (ex TSCO)

TTM – Temporary Traffic Management

TTME – Temporary Traffic Management Engineering

TVRS – Temporary Vehicle Restraint System (Temporary safety barrier)

VMS – Variable Message Sign

VRS – Vehicle Restraint System (Safety fence or barrier usually known as temporary barrier)