

6 December 2011

**Traffic Management Christmas Hours.**

After a hectic year all of the Traffic Management Team will be taking a well-earned break between 23 December and 9 January.

Please ensure that any TMPs that you require during the period up to 16 January are submitted to the TMC mailbox before 23 December. Any plans submitted from 9 January would be expected to take the full 5 days to process, so anything required during that week should be submitted early.

We wish you all well over the Christmas break and hope that you all enjoy a much needed rest.

All the best,

On behalf of the Traffic Management Coordinators

**Robyn Gardener**  
Transport Safety Team Leader  
Transport and Greenspace  
City Environment Group