RCA consent (e.g. CAR/WAP) and/or RCA contract reference	

TRAFFIC MANAGEMENT PLAN (TMP) – FULL FORM

Use this form for complex activities. Refer to the NZ Transport Agency's Traffic control devices manual, part 8 Code of practice for temporary traffic management (CoPTTM), section E, appendix A for a guide on how to complete each field.

Organisations /TMP reference	**TMP reference:**	**Contractor:**	**Principal** *(Client)*:		
			RCA: Waitaki District Council		
Location details and road characteristics	**Road names and suburb**		**House no./RPs** *(from and to)*	**Road level**	**Permanent speed**
Traffic details (main route)	**AADT**		**Peak flows**		

Description of work activity

Planned work programme

Start date		**Time**		**End date**		**Time**	
Consider significant stages, for example: • road closures • detours • no activity periods.							
Alternative dates if activity delayed							

Road aspects affected *(delete either Yes or No to show which aspects are affected)*

Pedestrians affected?	Yes	No	**Property access affected?**	Yes	No	**Traffic lanes affected?**	Yes	No
Cyclists affected?	Yes	No	**Restricted parking affected?**	Yes	No	**Delays or queuing likely?**	Yes	No

Waitaki DISTRICT COUNCIL TE KAUNIHERA Ā ROHE O WAITAKI	**RCA consent (e.g. CAR/WAP) and/or RCA contract reference**	

Proposed traffic management methods	
Installation *(includes parking of plant and materials storage)*	
Attended (day)	
Attended (night)	
Unattended (day)	
Unattended (night)	
Detour route	
	Does detour route go into another RCA's roading network? Yes No *(delete either Yes or No)* *If Yes, has confirmation of acceptance been requested from that RCA?* Yes No *(delete either Yes or No)* ***Note:*** *Confirmation of acceptance from affected RCA must be submitted prior to occupying the site.*
Removal	

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Proposed TSLs *(see TSL decision matrix for guidance)*

	TSL details as required Approval of Temporary Speed Limits (TSL) are in terms of Section 5 of Land Transport Rule: Setting of Speed Limits 2003,Rule 54001 *(List speed, length and location)*	**Times** *(From and to)*	**Dates** *(Start and finish)*	**Diagram ref. no.s** *(Layout drawings or traffic management diagrams)*
Attended day/night	A temporary maximum speed limit of km/h is hereby fixed for motor vehicles travelling over the length of m situated between (House no./RP) and (House no./RP) on (street or road name)			
Unattended day/night	A temporary maximum speed limit of km/h is hereby fixed for motor vehicles travelling over the length of m situated between (House no./RP) and (House no./RP) on (street or road name)			

Positive traffic management measures

Contingency plans

Generic contingencies for:	**Major Incident**	**Actions**
• major incidents • incidents • pre planed detours. *Remove any options which do not apply to your job*	A major incident is described as: • Fatality or serious injury - real or potential • Significant property damage, or • Emergency services (police, fire, etc) require access or control of the site.	The STMS must immediately conduct the following: • stop all activity and traffic movement • secure the site to prevent (further) injury or damage • contact the appropriate emergency authorities • render first aid if competent and able to do so • notify the RCA representative and / or the engineer • under the guidance of the officer in charge of the site, reduce effects of TTM on the road or remove the activity if safe to do so • re-establish TTM and traffic movements when advised by emergency authorities that it is safe to do so.

	Incident An incident is described as: • excessive delays - real or potential • minor or non-inquiry accident that has the potential to affect traffic flow • structural failure of the road.	**Actions** The STMS must immediately conduct the following: • stop all activity and traffic movement if required • secure the site to prevent the prospect of injury or further damage • notify the RCA representative and / or the engineer • STMS to implement a plan to safely remove TTM and to establish normal traffic flow if safe to do so • re-establish TTM and traffic movements when it is safe to do so and when traffic volumes have reduced.
	Detour If because of the on-site activity it will not be possible to remove or reduce the effects of TTM once it is established a detour route must be designed. This is likely for: • excessive delays when using an alternating flow design for TTM • redirecting one direction of flow and / or • total road closure and redirection of traffic until such time that traffic volumes reduce and tailbacks have been cleared. The risks in the type of work being undertaken, the risks inherent in the detour, the probable duration of closure and availability and suitability of detour routes need to be considered. The detour and route must be designed including: • pre- approval form the RCA's whose roads will be used or affected by the detour route • ensure that TTM equipment for the detour - signs etc are on site an pre-installed.	**Actions** When it is necessary to implement the pre-planned detour the STMS must immediately undertake the following: • Notify the RCA and / or the engineer when the detour is to be established • Drive through the detour in both directions to check that it is stable and safe • Remove the detour as soon as it practicable and safe to do so and the traffic volumes have reduced and tailbacks have cleared • Notify the RCA and / or the engineer when the detour has been disestablished and normal traffic flows have resumed.
	Note also the requirements for no interference at an accident scene: In the event of an accident involving serious harm the STMS must ensure that nothing, including TTM equipment, is removed or disturbed and any wreckage article or thing must not be disturbed or interfered with, except to: • save a life of, prevent harm to or relieve the suffering of any person, or • to maintain the access of the general public to an essential service or utility, or • to prevent serious damage to or serious loss of property.	
Other contingencies to be identified by the applicant *(i.e. steel plates to quickly cover excavations)*		

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Authorisations					
Parking restriction(s) alteration authority	**Will controlled street parking be affected?**	Yes No	**Has approval been granted?**	Yes No	
Authorisation to work at permanent traffic signal sites	**Will portable traffic signals be used or permanent traffic signals be changed?**	Yes No	**Has approval been granted?**	Yes No	
Road closure authorisation(s)	**Will full carriageway closure continue for more than 5 minutes (or other RCA stipulated time)?**	Yes No	**Has approval been granted?**	Yes No	
Bus stop relocation(s) – closure(s)	**Will bus stop(s) be obstructed by the activity?**	Yes No	**Has approval been granted?**	Yes No	
Authorisation to use portable traffic signals	**Make, model and description/number**				
	NZTA compliant?	Yes No *(delete either Yes or No)*			

EED			
Is an EED applicable?	Yes No *(delete either Yes or No)*	**EED attached?**	Yes

Delay calculations/trial plan to determine potential extent of delays

Public notification plan

Public notification plan attached?	Yes No *(delete either Yes or No)*

On-site monitoring plan	
Attended *(day and/or night)*	
Unattended *(day and/or night)*	

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Method for recording daily site TTM activity *(eg CoPTTM on-site record)*

Site safety measures

Other information

Site specific layout diagrams	
Number	**Title**

RCA consent (e.g. CAR/WAP) and/or RCA contract reference	

Contact details					
	Name	**24/7 contact number**	**CoPTTM ID**	**Qualification**	**Expiry date**
Principal					
TMC					
Engineers' representative					
Contractor					
STMS					
TC					
Others as required					

TMP preparation						
Preparation						
	Name (STMS qualified)	*Date*	*Signature*	*ID no.*	*Qualification*	*Expiry date*
This TMP meets CoPTTM requirements				**Number of diagrams attached**		
TMP returned for correction *(if required)*						
	Name	*Date*	*Signature*	*ID no.*	*Qualification*	*Expiry date*

RCA consent (e.g. CAR/WAP) and/or RCA contract reference	

Engineer/TMC to complete following section when approval or acceptance required						
Approved by TMC/engineer *(delete one)*						
	Name	*Date*	*Signature*	*ID no.*	*Qualification*	*Expiry date*
Acceptance by TMC *(only required if TMP approved by engineer)*						
	Name	*Date*	*Signature*	*ID no.*	*Qualification*	*Expiry date*

Qualifier for engineer or TMC approval

Approval of this TMP authorises the use of any regulatory signs included in the TMP or attached traffic management diagrams.

This TMP is approved on the following basis:

1. To the best of the approving engineer's/TMC's judgment this TMP conforms to the requirements of CoPTTM.
2. This plan is approved on the basis that the activity, the location and the road environment have been correctly represented by the applicant. Any inaccuracy in the portrayal of this information is the responsibility of the applicant.
3. The STMS for the activity is reminded that it is the STMS's duty to postpone, cancel or modify operations due to the adverse traffic, weather or other conditions that affect the safety of this site.

Notification to TMC prior to occupying worksite/Notification completed

Type of notification to TMC required		**Notification completed**	Date Time

LEVEL 1 LAYOUT DISTANCES TABLE

Permanent speed limit or RCA-designated operating speed (km/h)		≤50	60	70	80	90	100
Traffic signs							
A	Sign visibility distance (m)	50	60	70	80	90	100
B	Warning distance (m)	30 or 50*	80	105	120	135	150
C	Sign spacing (m)	15 or 25*	40	50	60	70	75
Safety zones							
D	Longitudinal (m)+ *+(Not required on LV roads)*	5 or 10*	15	30	45	55	60
E	Lateral (m)+ *+(Optional on LV roads)*	1	1	1	1	1	1
Tapers							
G	Taper length (m)#	30	50	70	80	90	100
G	**LV roads** taper length (m)#	25	30	35	40	45	50
K	Distance between tapers (m)	40	50	70	80	90	100
Delineation devices							
Cone spacing in taper (m)		2.5	2.5	5	5	5	5
Cone spacing: Working space (m)		5	5	5	10	10	10

* Larger minimum distances apply where there is more than one lane each way and on all state highways.

\+ On LV roads the longitudinal and lateral safety zones may be reduced, or eliminated, in order to retain a single lane width. Positive traffic control and an appropriate TSL are to be used.

\# Where there are road environment constraints (including intersections and commercial accesses) a 10m taper may be used for speeds 50km/h and under. This does not apply on state highways or where portable traffic signals, manual traffic controller (stop/go) or priority give way are used.

On all roads tapers may be reduced to 30m where portable traffic signals, manual traffic controller (stop/go) or priority give way are employed.

Lane widths

(km/h)		30	50	60	70	80	90	100
F	Lane width (m)	2.75	3.0	3.0	3.25	3.25	3.5	3.5

Except for delineation device spacings, which are maximum values, the distances specified in the above tables are minimum values.

LV/low risk roads

Working on roads designated as LV/low-risk roads (less than 250vpd - less than 20 vehicles per hour), with clear sight distance to the operation and an operating speed of less than 65km/h:

- Use an appropriate advance warning sign (static installation) and amber flashing beacon(s) on working vehicle when working on the shoulder.
- Consider stop/go or give way control of traffic when activity encroaches onto lane.

If the above requirements cannot be achieved, the operation must be modified to comply with the requirements of a higher risk rating.

RCA consent (e.g. CAR/WAP) and/or RCA contract reference	

INSERT LAYOUT DIAGRAM(S) HERE