

RCA consent (eg 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: GOTMS0855F	Contractor (Working space): L T McGuinness Ltd	Principal (Client): L T McGuinness Ltd		
		Contractor (TTM): L T McGuinness Ltd	RCA: Wellington City Council		
Location details and road characteristics	Road names and suburb		House no./RPs (from and to)	Road level	Permanent speed
	Waring Taylor Street - Wellington CBD		30-36	L1	30km/h
Traffic details (main route)	AADT Waring Taylor Street - 1820 5% Heavy		Peak flows 0700-0900 & 1600-1800		

Description of work activity

- Re strengthening of Building Earthquake Strengthening
- Installation of Scaffold Hoarding around site.
- Pedestrian diversion into lane on Waring Taylor.

Planned work programme

Start date	25TH AUGUST 2021	Time	0900	End date	31ST OCTOBER 2021	Time	1800
Consider significant stages, for example: <ul style="list-style-type: none"> • road closures • detours • no activity periods. 	<p>installation and removal of TTM equipment to be walked out by L.T.McGuinness.</p> <p>AMENDMENTS TO HITSTICKS, CONE BARS TO ASSIST DELINEATION BETWEEN STAFF AND PEDESTRIAN ACCESSWAY</p> <p>Works to be carried out using the following TTM closure:</p> <ul style="list-style-type: none"> • Pedestrian Diversion (GOTMS0855.1) STAGE2 • Installation of Hoarding on MgGinnity and Waring Taylor Streets and Footpath Closure • First day of install will be at 9am 						
Alternative dates if activity delayed							

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

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

Proposed traffic management methods

APPROVED



CAR E687181
Amanda Wolfaardt

Wellington City Council

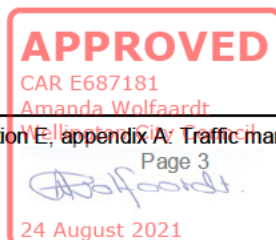
Page 1
Amanda Wolfaardt

24 August 2021

RCA consent (eg CAR/WAP) and/or RCA contract reference	
Installation <i>(includes parking of plant and materials storage)</i>	<u>Installation Management:</u> <ul style="list-style-type: none"> • On arrival the STMS will check to ensure that the TMP is appropriate to the worksite. Once this is established, the STMS will carry out a safety briefing and use the <i>approved</i> TMP to explain the worksite hazards, site driving/parking requirements and the method of entering/leaving the worksite. • TTM equipment will be installed as detailed in the TMD(s) for this plan labelled GOTMS0855.1B setup/removal. • All signs & delineation devices to be deployed at spacings appropriate for the Permanent Speed Limit and Road Environment Constraints as defined in the CoPTTM L1 Layout Distances Table using the shorter minimum distances.
Installation (Cont) <i>(includes parking of plant and materials storage)</i>	<ul style="list-style-type: none"> • All TTM equipment to be walked out using crossings where available <ol style="list-style-type: none"> 1. Advanced warning sign 2. Direction & protection sign(s) 3. Delineation devices to be used for the taper(s), thresholds & along the working space/temporary pedestrian route should be offloaded and placed along the road edge. <i>These delineation devices must not be placed until all signs have been installed.</i> 4. End of Works sign 5. NB: No TTM gear to be carried across the carriageway unless it is done at a safe crossing point. • Upon completion of setup, the STMS will carry out an immediate site check to make sure all required signage is installed according to the TMD. • When the initial site check has been carried out and approved by the STMS, contractors will be allowed entry to the working space. • Initial site check to be documented on the OSR • All vehicles/plant will remain within the working space.
Attended (day)	<u>Site Management – Pedestrian Diversion / footpath closure(GOTMS0855.1B)</u> <p>The site will be attended at all times and the STMS in charge will STMS from L.T.McGuinness</p> <p>A combined TTM/Contractor safety briefing will be carried out prior to commencement of work activity to identify/discuss any hazards and the control measures to be implemented. All identified hazards and proposed controls are to be recorded on the hazard ID form.</p> <p>STMS in charge will monitor the efficiency of the Closures operation including timings of traffic flow through the site.</p> <p>STMS and TCs must maintain clear communications, where necessary, with the personnel inside the working space regarding any plant movement and entry/exit requirements. TCs must follow the STMS instructions at all times.</p> <p>On site TTM staff to monitor and maintain the TTM regularly. The STMS in charge will make any minor adjustments that might be necessary to maintain the ongoing safety of the site.</p> <p>All site checks must be carried out at (max) 2 hourly intervals and recorded on the OSR. If any minor adjustments are required, they should also be recorded on the OSR.</p>
Attended (night)	Not Applicable
Unattended (day)	<u>Pedestrian Diversion / Footpath Closure (GOTMS0855.1B)</u>
Unattended (night)	<u>Pedestrian Diversion (GOTMS0855.1B)</u>


 CAR E687181
 Amanda Wolfaardt
 Mullumbidgee City Council
 Page 2

 24 August 2021

RCA consent (eg CAR/WAP) and/or RCA contract reference				
Detour route	A detour will not be required for this activity			
	Does detour route go into another RCA's roading network? —N/A If Yes, has confirmation of acceptance been requested from that RCA? —N/A Note: Confirmation of acceptance from affected RCA must be submitted prior to occupying the site.			
Removal	Site Removal Management: At end of Project_All TTM equipment to be removed in the reverse order of the installation procedure. All TTM equipment will be removed by travelling in a clockwise direction in the following order: <ol style="list-style-type: none"> 1. Remove delineators from the lane and place along the road edge. 2. Removal of Direction & protection sign(s) 3. Pick up delineators from roadside. 4. Removal of End of Works Sign 5. On completion of removal, the STMS will carry out a final check to ensure all equipment, not required for the unattended site, has been removed. Final check to be noted on the OSR before leaving site. 			
Proposed TSLs (see TSL decision matrix for guidance)				
Attended day/night	TSL details as required Approval of Temporary Speed Limits (TSL) are in terms of Section 6 of Land Transport Rule: Setting of Speed Limits 2017, Rule 54001/2017 (List speed, length and location)	Times (From and to)	Dates (Start and finish)	Diagram ref. no.s (Layout drawings or traffic management diagrams)
	Pedestrian Diversion / Footpath Closure	0900-1700	25/08/20-31/10/21	GOTMS0855.1B
TSL duration	Will the TSL be required for longer than 12 months? If yes, attach the completed checklist from section 1.18: Guidance on TMP Monitoring Processes for TSLs to this TMP.			No
Positive traffic management measures				
<ul style="list-style-type: none"> • Additional side friction will be deployed if required. • Closer spacing of delineation devices if required to encourage speed reduction. • Continuous on-site TTM monitoring to be carried out at all times. 				
Contingency plans				



Generic contingencies for:

- major incidents
- incidents
- pre planned detours.

Remove any options which do not apply to your job

Major Incident

A major incident is described as:

- Fatality or notifiable injury - real or potential
- Significant property damage, or
- Emergency services (police, fire, etc) require access or control of the site.

Actions

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
- Comply with any obligation to notify WorkSafe.

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.

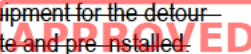
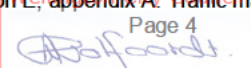
The detour and route must be designed including:

- pre-approval from 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 and 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 is 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.


 CAR E687181
 Amanda Wolfaardt
 Wellington City Council
 Page 4

 24 August 2021

RCA consent (eg CAR/WAP) and/or RCA contract reference	
--	--

	<p>Note also the requirements for no interference at an accident scene:</p> <p>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:</p> <ul style="list-style-type: none"> • save a life of, prevent harm to or relieve the suffering of any person, or • make the site safe or to minimise the risk of a further accident; or • maintain the access of the general public to an essential service or utility, or • prevent serious damage to or serious loss of property, or • follow the direction of a constable acting in his or her duties or act with the permission of an inspector.
--	--

Other contingencies to be identified by the applicant (i.e. steel plates to quickly cover excavations)	<p>In the event of any incident occurring within the confines of the TTM setup, the STMS or delegated person will take photographic evidence as soon as possible. If TTM equipment must be moved due to any incident, the STMS will, if possible, ensure that photographs are taken of the equipment in-situ at both locations.</p> <p>The STMS will postpone or cancel works if inclement weather poses risk to any road user.</p> <p>STMS will monitor weather conditions to ensure adequate visibility.</p> <p>Safe passage will always be made available for emergency vehicles. TTM staff to safely assist where possible with clearing the road should this become a requirement due to any incident.</p> <p>Work vehicle will be driven from site, if possible, to allow for the footpath and carriageway to be re-opened in an emergency. Vehicles/plant will be safely removed from site as soon as possible.</p>
--	---

Authorisations

Parking restriction(s) alteration authority	Will controlled street parking be affected?	YES	Has approval been granted?	No
	ATTACHED			
Authorisation to work at permanent traffic signal sites	Will portable traffic signals be used or permanent traffic signals be changed?	NO	Has approval been granted?	N/A
Road closure authorisation(s)	Will full carriageway closure continue for more than 5 minutes (or other RCA stipulated time)?	No	Has approval been granted?	N/A
Bus stop relocation(s) – closure(s)	Will bus stop(s) be obstructed by the activity?	NO	Has approval been granted?	N/A
Authorisation to use portable traffic signals	Make, model and description/number	Not applicable		
	NZTA compliant?	Yes No (delete either Yes or No)		

EED

Is an EED applicable?	No	EED attached?	Not applicable
-----------------------	----	---------------	----------------

Delay calculations/trial plan to determine potential extent of delays

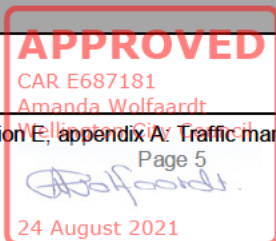
Will be provided if requested by the TMC

Public notification plan

Not required for this activity

Public notification plan attached?	NA
------------------------------------	----

On-site monitoring plan



RCA consent (eg CAR/WAP) and/or
RCA contract reference

GOTMS0855.1B

Attended
(day and/or night)

Initial inspection on completion of setup to be carried out to determine:

- All TTM equipment has been correctly installed as detailed in the approved TMP
- All installed equipment is compliant with the requirements of the CoPTTM
- The approved TMP is fit for the purpose of the proposed activity on site.

Following the initial inspection, the STMS will complete site checks to determine:

- All TTM devices are fully functional and remain positioned as required.
- All TTM signs remain visible and effective.
- Safe passage for pedestrians is maintained at all times.

Any checks carried out are to be recorded on the OSR.

Any changes that may be required for the setup must also be documented on daily paperwork/OSR.

Unattended
(day and/or night)

GOTMS0855.1B

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

All recording of staff toolbox meetings, hazard IDs and site checks to be recorded on the On-Site Record.

On Site Record to be completed by the STMS or delegated person on site.

Site safety measures

- STMS in charge will carry out a briefing to all on-site parties. Briefing will include outlining the TTM safety requirements and reporting procedures for the site.
- All personnel operating within the worksite to be wearing compliant TTM Hi Visibility clothing. All TTM hi-vis vests (or other hi-vis garment i.e shirt or jacket etc) must be worn done up.
- On-site personnel, and any visitors will be expected to wear appropriate PPE gear as required in relation to their work activity within the working space, following a risk assessment being carried out and documented.
- All staff must be fully briefed on all safety aspects for the site.
- Toolbox meeting to be held prior to commencement of works.
- Radio Communication will be maintained between all on site personnel
- All contractors/visitors to be inducted and signed onto site hazard ID.
- All incidents, accidents and near misses must be recorded.
- Any changes to approved plans must be documented and communicated to all parties affected by said change.
- All non-plant vehicles must be parked off site

Other information

Not required

Site specific layout diagrams

Number

Title

GOTMS0855.1B

LOADING ZONE

APPROVED

CAR E687181

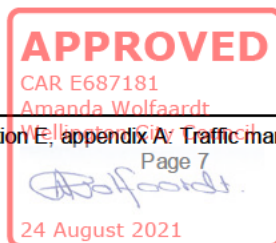
Amanda Wolfaardt

Melliston City Council

Page 6

24 August 2021

RCA consent (eg CAR/WAP) and/or RCA contract reference						
Contact details						
	Name	24/7 contact number	CoPTTM ID	Qualification	Expiry date	
Principal	LT MCGUINNESS [REDACTED] [REDACTED]	[REDACTED]				
TMC	WELLINGTON CITY COUNCIL	044994444				
Engineers' representative	Amanda Wolfhaardt Amanda.wolfhaardt@wcc.govt.nz	[REDACTED]	128480	STMS	10/10/22	
Contractor	LT MCGUINNESS [REDACTED] [REDACTED]	[REDACTED]				
STMS	[REDACTED] (L.T.MCGUINNESS STMS)	[REDACTED]	124170	STMS L1	17/11/23	
TC	To be selected as required					
Others as required	To be selected as required					
TMP preparation						
Preparation	[REDACTED]	15/08/21	[REDACTED]	43807	2/3 STMS-NP R	4/11/22
	Name (STMS qualified)	Date	Signature	ID no.	Qualification	Expiry date
This TMP meets CoPTTM requirements				Number of diagrams attached		1
TMP returned for correction (if required)						
	Name	Date	Signature	ID no.	Qualification	Expiry date
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						



RCA consent (eg CAR/WAP) and/or
RCA contract reference

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 TMP provides so far as is reasonably practicable, a safe and fit for purpose TTM system.
4. 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	

APPROVED

CAR E687181
Amanda Wolfaardt

Melliston City Council
Page 8
Amanda Wolfaardt

24 August 2021

COMBINED LEVEL LV & 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)	50 or 30*	80	105	120	135	150		
C	Sign spacing (m)	25 or 15*	40	50	60	70	75		
Safety zones									
D	Longitudinal (m)+	10 or 5*	15	30	45	55	60		
E	Lateral (m)+	1	1	1	1	1	1		
	Lateral behind barrier installation	As specified by the Installation Designer							
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	10	10	10	10		
* Larger minimum distances apply on all state highways and also on all multi-lane roads. The smaller minimum distances may be applied on other roads to accommodate road environment constraints.									
* On LV roads the longitudinal and lateral safety zones may be reduced, or eliminated, in order to retain a single lane width. Positive traffic management and an appropriate TSL must be used.									
<ul style="list-style-type: none"> 1. On non-state highways with speeds 50km/h or less, a 10m taper (with cones at 1m centres) may be used when there are road environment constraints (eg intersections and commercial accesses). 2. On all roads where the shoulder width is less than 2.5m and the activity does not affect the live lane, a 10m shoulder taper is permitted (with at least 5 cones at no greater than 2.5m centres). 3. A taper of 30m (with cones at 2.5m centres) must be used where manual traffic control (stop/go), portable traffic signals or priority give way are employed. 									
** LV roads: double the cone spacing alongside working space (eg 5 = 10, 10 = 20).									
Lane widths (based on permanent speed or TSL if applied)									
Speed (km/h)	30	40	50	60	70	80	90	100	
F	Lane width (m)	2.75	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 (less than 250vpd - less than 20 vehicles per hour)

When on the shoulder:

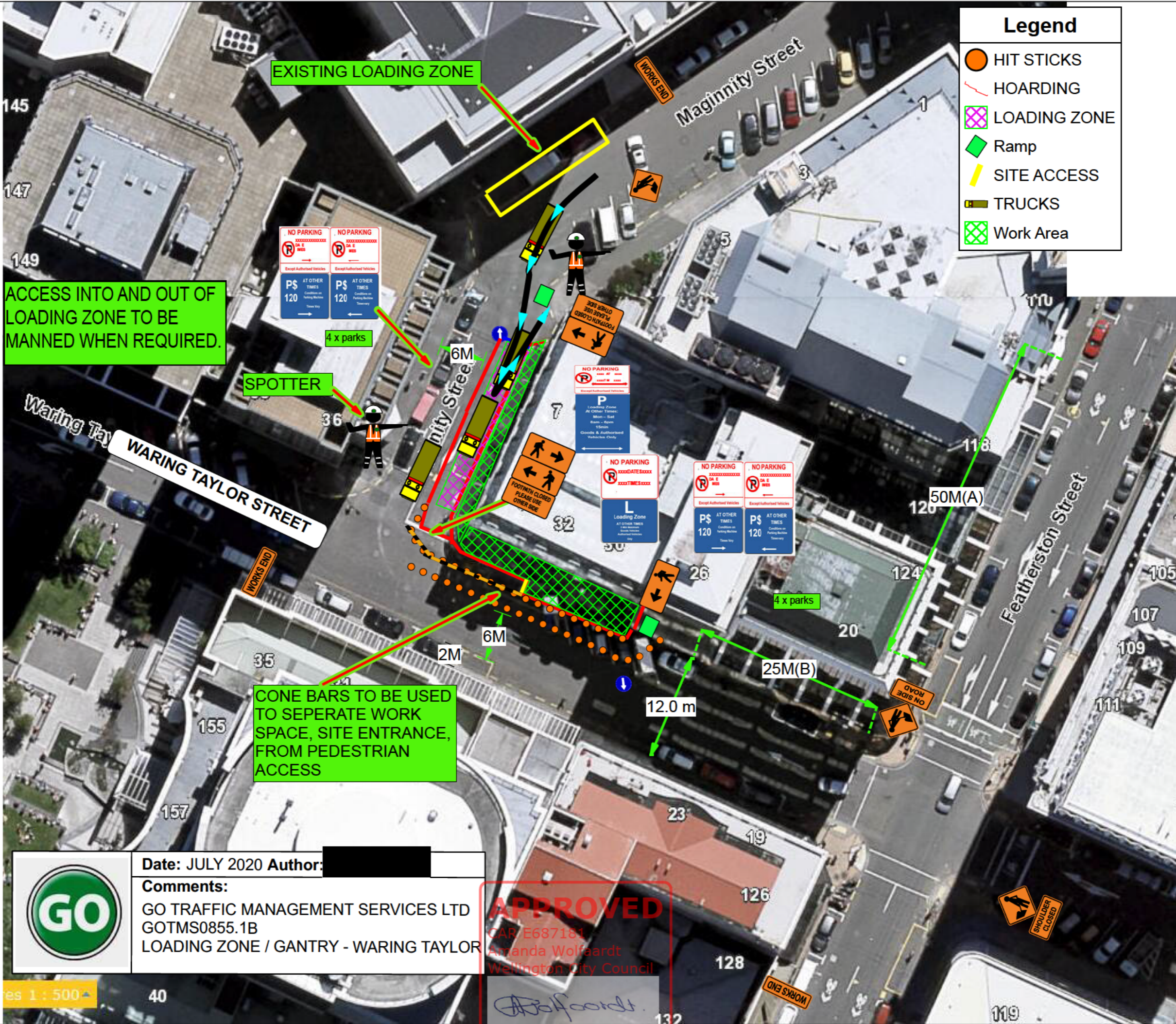
- if CSD **not** available: Advance warning sign and base to be installed with sign visibility distance and warning distance in place
- if CSD available: Advance warning sign may be attached to the rear of a work vehicle which has an amber flashing beacon(s) and is visible to approaching road users from the rear.

When the activity encroaches onto a live lane consider alternating flow controls.

If the above requirements cannot be achieved, the operation must be modified to comply with the appropriate level LV or level 1 requirements.

Legend

- HIT STICKS
- HOARDING
- LOADING ZONE
- Ramp
- SITE ACCESS
- TRUCKS
- Work Area



GO

Date: JULY 2020 Author: [Redacted]

Comments:
 GO TRAFFIC MANAGEMENT SERVICES LTD
 GOTMS0855.1B
 LOADING ZONE / GANTRY - WARING TAYLOR

APPROVED

CAR E687181
 Amanda Wolfaardt
 Wellington City Council

A. Wolfaardt

24 August 2021