

APPLIES TO

All parties undertaking activities that vary the normal operating condition of the road.

PURPOSE

Provide guidance as to requirements for Temporary Traffic Management within Christchurch Transport Operations Centre boundaries

STATEMENT

A Traffic Management Plan (TMP) is a document describing the nature and extent of temporary traffic management and how all road users will be managed by the use of temporary traffic management measures. TMPs detail the measures to ensure safety for all people involved in the activity.

TMPs are required for all activities that vary the normal operating condition of the road, legal road is from boundary to boundary, irrespective of whether the activity is on a carriageway, footpath, or adjacent to the road. TMPs are also needed for activities outside the legal road, which will affect the normal operating conditions of the road.

Activities such as concrete pours where the concrete pump or concrete truck will effect legal road, including a footpath or carriageway, Scaffolding installation on or near the footpath, Crane work that requires safety zones to close or reduce a footpath are all situations that would require a TMP. Other activities that may require a TMP are; Vehicle deliveries on a narrow or busy roadway, work on a boundary fence that requires works to be undertaken from outside the property boundary, or work that requires multiple deliveries to a site causing congestion on adjacent roadway.

Prior to any such activities commencing, a TMP complying with the NZ Transport Agency Code of Practice for Temporary Traffic Management (CoPTTM) and [Christchurch Transport Operations Centre Local Operating Procedures](#) (CTOC) must be submitted to, and approved by a CTOC Traffic Management Coordinator (TMC). The TMP must be submitted a minimum of 5 working days prior to the planned commencement of work, this time frame increases for more complex activities.

Where these requirements are not met, or where sites are deemed to be dangerous or not installed as per an accepted TMP, CTOC will require all work to stop and the site made safe. If the site is not made safe as per CoPTTM, then Worksafe NZ will be notified of our concerns, as the Health & Safety at Work Act 2015 requires Persons Conducting a Business or Undertaking must, so far as is reasonably practicable, provide and maintain a work environment that is without health and safety risks.

For any further clarification please contact a CTOC TMC on 941 8842 or tmc@tfc.govt.nz

TMP submissions can be made via myworksites.co.nz

Date	Version	Prepared/Updated By	Authorised By	Detail of amendment/s
20/07/2018	1.0	Simon Hodges	CLT	Updated to cover new legislation details
3/8/2020	2.0	Simon Hodges	TTM T/L	Updated website details and web links