

2021-24 NLTP: WORK CATEGORY CHANGES

For continuous programmes and renewals

This document provides detail about changes to work categories that are associated with continuous programmes - the maintenance, operations and renewals, and the public transport continuous programmes. These two continuous programmes now incorporate the road safety promotions continuous programme. Information is also included on travel demand management and behaviour change noting this relates to improvements and ongoing activities.

In addition to wording changes, the changes include some new structuring of work categories and revised titles relating to continuous programmes to provide further clarity and support improved analysis of investment through the National Land Transport Programme (NLTP). Further updates on other activity classes and work categories, in particular for improvements and investment management will follow.

Where a there has been a revision to the title, or creation of a new work category this is highlighted **yellow**. Changes to wording are coloured **red**.

Waka Kotahi may make further minor changes to work categories.

Information on the [2018-21 NLTP Activity classes and work categories is available here](#).

About Activity Classes and Work Categories

Introduction

Activity classes and work categories are groupings of similar outputs from investments through the NLTP. Investment proposals must identify the correct activity classes and work categories as part of the NLTP inclusion and funding approval process.

Activity classes

Activity classes are defined in the Government Policy Statement on land transport (GPS) and are used by the Minister to provide direction to Waka Kotahi on funding allocations for types of investment. The activity classes are high-level groupings of outputs, e.g. walking and cycling improvements, local road maintenance.

Waka Kotahi structures the NLTP around the activity classes to:

- ensure conformity of the NLTP funding structure with the activity classes defined in the current GPS
- identify activities that are eligible for funding from the National Land Transport Fund and from funds Waka Kotahi is managing on behalf of the Government
- ensure funding is allocated to activity classes within the funding range for each activity class set out in the GPS and that expenditure is monitored and reported by activity class
- provide a basis for comparing transport costs over time and between organisations.

Work Categories

The purpose of work categories is to support NLTP reporting and analysis, providing a basis to link inputs purchased to outcomes sought. Key points of distinction are between; Capex and Opex, between improvements including new services and ongoing (continuous) maintenance, and operations programmes.

Work categories are intended to capture the essence of what work is going to be undertaken. Work category selection for funding of an activity should be based on the predominate purpose, noting that other elements from different eligible work categories may also need to be funded in order to deliver activity.

In the main, activities that deliver similar outputs are grouped into work categories. These are accounting classifications enabling expenditure to be tracked by work category and type of output, and cost comparisons to be made by output type between organisations and regions.

However, some work categories are defined in a practical way so that minor operations, maintenance or renewal activities are sometimes included in other work categories to facilitate efficient assessment, programming and delivery of activities.

An example is [work category 341: Low cost low risk improvements](#) in the road improvements activity classes, which incorporates walking and cycling activities as well as roading activities. It would be inefficient to establish a separate walking and cycling low cost, low risk improvements category.

How activity classes and work categories fit together

While work categories generally link to activity classes, e.g. bus services are within the public transport activity class, the same work category may appear in more than one activity class.

For example, the new roads work category appears in the state highway improvements and local road improvements.

Packages and Programmes and Work Categories

Programmes and packages are defined in the [Investment Decision Making Framework Programmes and Packages](#).

Where a programme or package is proposed the individual activities within either a programme or package may be split over one or more work categories, noting that for each activity the work category selection activity should be based on the predominate purpose.

General Exclusion

Whilst individual work categories are intended to provide for the scope of activity being delivered, unless delivered in another work category. There is a general exclusion of activities that are for a commercial purpose or restrict public access as these do not meet the purposes of the Land Transport Management Act 2003.

Activity Class: Walking and Cycling Improvements

Work Category 421: [Travel Demand Management and Behaviour Change](#)

Changes have been made to the title and wording in this work category.

Work category 421 provides for travel demand management activities to improve the performance of the land transport system by changing transport demand and travel behaviour.

The purpose of travel demand management is to support efficient and effective use of the transport system, and to reduce the negative impacts of travel and freight movement. Demand management activities influence how, when and where people and freight travels.

The objectives of travel demand management activities are to:

- shape transport demand to better balance it with supply
- shape travel behaviour to ease pressure on the transport network and the environment

- deliver economic benefits to businesses, communities and/or New Zealand from a national perspective.

Examples of qualifying activities

Examples of qualifying activities include, but may not be limited to **the development and implementation of new and ongoing:**

- parking management **activities**
- travel behaviour change activities, including the preparation of travel plans and neighbourhood accessibility plans, and associated education and promotion initiatives where these are targeted towards efficient and effective use of the land transport system
- promotion and information activities (network user information) which maximise the efficiency of the road network, for example congestion relief, travel planning or mode shift promotion.

Exclusions

Ongoing travel demand and behavioural change activities funded under either:

- Work category 524 – **Public transport operations and management; or**
- **Work category 151** - Network and asset management.

Activity Class - Public Transport Services **New**

This is a new Activity class for the 2021-24 NLTP separating the previous Public Transport activity class into two parts: Public Transport Services, and Public Transport Infrastructure.

Work Category 511: **Passenger Services - Bus**

This work category has been revised to provide for inclusion as part of the new Activity Class – Public Transport Services

Work category 511 provides for contracted bus public transport services that are set out in the current regional public transport plan (RPTP) prepared in accordance with [Part 5 of the Land Transport Management Act 2003](#).

Examples of qualifying activities

Examples of qualifying activities include, but may not be limited to:

- preparation and management of contracts and monitoring of services
- contracted bus services
- contracted shared on-demand services identified in RPTPs as integral to the public transport network
- on vehicle costs associated with provision for people with disabilities, cycles and prams
- on-vehicle installation and operational costs associated with public transport technology where included as part of the service contract
- **minor** service variations, trial services and improvements consistent with the public transport units in the currently adopted RPTP
- new service improvements provided these are consistent with the public transport units in the currently adopted RPTP
- the management costs and overheads associated with activities funded under this work category.

Work Category 512: **Passenger Services – Ferry**

This work category has been revised to provide for inclusion as part of the new Activity Class – Public Transport Services.

Work category 512 provides for contracted ferry public transport services that are set out in the current regional public transport plan (RPTP) prepared in accordance with [Part 5 of the Land Transport Management Act 2003](#).

Examples of qualifying activities

Examples of qualifying activities include, but may not be limited to:

- preparation and management of contracts and monitoring of services
- contracted ferry services
- on vessel provision for people with disabilities, cycles and prams
- on vessel installation and operational costs associated with public transport technology
- **minor** service variations, trial services and improvements provided these are consistent with the public transport units in the currently adopted RPTP
- new service improvements provided these are consistent with the public transport units in the currently adopted RPTP, and
- the management costs and overheads associated with activities funded under this work category.

Work Category 515: Passenger Services – Rail

This work category has been revised to provide for inclusion as part of the new Activity Class – Public Transport Services.

Work category 515 provides for contracted rail public transport services that are set out in the current regional public transport plan (RPTP) prepared in accordance with [Part 5 of the Land Transport Management Act 2003](#).

Examples of qualifying activities

Examples of qualifying activities include, but may not be limited to:

- preparation and management of contracts and monitoring of services
- contracted rail services
- inter-regional passenger rail services trials that meet the Land Transport Management Act requirements for public transport services, applicable for each region the services will cover
- on vehicle provision for people with disabilities, cycles and prams
- on-vehicle installation and operational costs associated with public transport technology
- **minor** service variations, trial services and improvements provided these are consistent with the public transport units in the currently adopted RPTP
- new service improvements provided these are consistent with the public transport units in the currently adopted RPTP
- track access charges
- passenger rail rolling stock heavy maintenance, including for inter-regional service trials
- loan (principal and interest) repayments where agreed by Waka Kotahi, and
- the management costs and overheads associated with activities funded under this work category.

Work Category 517: Total Mobility operations

No change

Work category 517 provides for door-to-door subsidised taxi or specialist transport provider trips for people with disabilities and includes the administration, maintenance and operation of facilities and equipment associated with the Total Mobility scheme

Examples of qualifying activities

Examples of qualifying activities include, but may not be limited to:

- contracting and management of Total Mobility agencies, and operators
- registration, assessment, allocation of vouchers and management of scheme members
- management of data-based systems used to assist the operation of the total mobility scheme
- the operation of community transport schemes where the users of the service are people who would be eligible for the Total Mobility scheme.

You can discuss with Waka Kotahi whether other potential activities not listed above might also be eligible for inclusion in this work category.

Exclusions

Work category 517 excludes the operations and maintenance of any public transport-related, technology-based systems, such as Total Mobility ticketing systems – these are provided under [work category 524: Public transport information, supply and maintenance](#).

Work Category 519: Total Mobility wheelchair hoists and ramps

No change

Work category 519 provides for the purchase and installation of wheelchair hoists or ramps for Total Mobility services.

Examples of qualifying activities

Qualifying activities include the purchase and installation of new or replacement wheelchair hoists or ramps in vehicles used for the provision of Total Mobility services.

Exclusions

Work category 519 excludes:

- the operation of Total Mobility services, which is funded from [work category 517: Total Mobility operations](#).
- payments for Total Mobility trips taken using a wheelchair hoist or ramp - these are funded from [work category 521: Total Mobility wheelchair hoist and ramp use payments](#).

Work Category 521: Payments for Total Mobility wheelchair hoists and ramps

No change

Work category 521 provides for the payment of Total Mobility trips using a wheelchair hoist or ramp.

Examples of qualifying activities

Qualifying activities include the provision of a payment, for each trip taken by a Total Mobility scheme member using a wheelchair hoist or ramp (in addition to the fare), to the contracted Total Mobility transport operator.

Exclusions

Work category 521 excludes:

- the operation of Total Mobility services - this is funded from [work category 517: Total Mobility operations](#).
- the purchase and installation of new or replacement wheelchair hoists and ramps – these are funded from [work category 219: Total Mobility wheelchair hoists and ramps](#).

- any service that includes the movement of any vehicle or device; a 'mobility scooter' for instance, that does not align with the Ministry of Health definition of 'equipment for disabled people'.

Work Category 524: Public transport operations and management

This category has been revised to remove maintenance and operations of real time information and ticketing systems, which has been provided for in the new work category 525 "operations and maintenance of real time information and ticketing systems."

Work category 524 provides for off-vehicle management, operations and maintenance (including like for like replacement) costs for information provided and related functions that support the delivery of bus, ferry and rail public transport services and Total Mobility.

Examples of qualifying activities

Examples of qualifying activities include, but may not be limited to:

- marketing and promotional activities including ongoing Travel Demand Management and behaviour change activities
- operation of call centres
- preparation and production of reports including user satisfaction surveys to inform the government or the public
- routine maintenance and updating of public transport planning documents, such as regular updates of the statistics and indicators contained in regional public transport plans
- loan repayments where agreed by Waka Kotahi.

Note: 'like for like' should be interpreted as providing for a modern replacement of technology, systems and techniques to ensure the on-going efficient delivery of off-vehicle services. e.g. replacing call centre technology when it is no longer serviceable through provision of modern appropriate equipment and software when it becomes more cost effective to do so to achieve the same level of functional support.

Planned replacements must be supported by a present value end of life economic analysis.

You can discuss with Waka Kotahi whether other potential activities not listed above might also be eligible for inclusion in this work category

Exclusions

New activities that extend the scope of the current on-going activities described above are funded under Work category 421 – **Travel Demand Management and behaviour change**

Work Category 525: Operations and maintenance of real-time information and ticketing systems NEW

This is a new work category providing for maintenance and operations of real time information and ticketing systems.

Work category 524 provides for on and off-vehicle costs in relation to the management, operations and maintenance of real time information and ticketing systems.

Examples of qualifying activities

Examples of qualifying activities include, but may not be limited to:

- operation and maintenance of real time information systems and ticketing systems including management and analysis of the data generated by electronic ticketing and real time information systems.

New Activity Class - Public Transport Infrastructure

This is a new activity class for the 2021-24 NLTP separating the previous Activity class of Public Transport into 2 parts being: Public Transport Services and Public Transport Infrastructure.

Work Category 514: Public transport facilities and infrastructure - operations and maintenance

This work category has been revised to provide for inclusion as part of the new Activity Class – Public Transport Infrastructure, with a scope change removing like for like replacement which has moved to a separate work category for renewals.

This work category provides for the management, operation and maintenance of off-vehicle facilities and equipment associated with the delivery of public transport services separately identified by mode or for multi-modal use.

Examples of qualifying activities

Examples of qualifying activities include, but may not be limited to:

- maintenance and general security of public transport facilities, including bus stops, public transport ferry terminals, rail stations, and rail and bus interchanges
- leases for public transport facilities (including ferry wharves, and associated access)
- operation of facilities with respect to staffing and energy, water supply and communications costs
- loan (principal and interest) repayments where agreed by Waka Kotahi, and
- the management costs and overheads associated with the activities funded under this work category.

Work Category 534: Public transport facilities and infrastructure - renewals **NEW**

This is a new work category that provides for capital cost of the planned like for like replacement / renewal of off-vehicle facilities and equipment associated with the delivery of contracted public transport services

Examples of qualifying activities

Examples of qualifying activities include, but may not be limited to:

- bus stations, interchanges or terminals, shelters and ferry berthing facilities
- car and bus parking facilities for the above
- safety and security installation and upgrades at facilities
- signalling for the efficient operation of services
- park and ride infrastructure including cycle storage at facilities
- pedestrian and cycle access to bus facilities
- the management costs and overheads associated with activities funded under this work category.

Note: 'like for like' should be interpreted as providing for a modern replacement to current design standards appropriate for the network that is to be serviced over the life of the new replacement facilities and infrastructure; e.g. replacing a timber terminal building with a brick/block/steel or concrete structure that meets the current design standard (generally to the relevant Building Code and district plan requirements).

Planned replacements must be supported by a present value end of life economic analysis.

You can discuss with Waka Kotahi whether other potential activities not listed above might also be eligible for inclusion in this work category.

Activity Class - Local Roads and State Highway Maintenance

Work Category 122: Network services maintenance

The title of this work category has been revised from Traffic services maintenance to Network services maintenance, reflecting mode neutral approach to network services.

Work category 122 provides for the routine care and attention of:

- road furniture
- markings, and
- carriageway and pedestrian crossing lighting.

Examples of qualifying activities

Examples of qualifying activities include, but may not be limited to:

- maintenance of:
 - traffic signs as accepted by Waka Kotahi's [policy](#)
 - road delineation marker posts
 - pavement markings (including bus priority lane and cycleway markings on all non-separated road surfaces)
 - signs and pavement markings required for stock crossings
 - sight rails
- operation, maintenance and power costs of:
 - carriageway lighting
 - accelerated light emitting diode (LED) streetlight conversion programmes (targeted enhanced funding extended until 30 June 2021)
 - belisha beacons and lighting at pedestrian crossings.

Work Category 123: Network operations

The title of this work category has been revised from Operational traffic maintenance to Network operations.

Work category 123 provides for the operation, maintenance and power costs of signals and other management equipment and facilities that support transport network operations.

Examples of qualifying activities

Examples of qualifying activities include, but may not be limited to:

- operation, maintenance and power costs of:
 - traffic and pedestrian crossing signals
 - advanced traffic management systems
 - variable message signs
 - area-wide traffic control systems, including update of software
 - local area traffic management schemes, including speed control devices and threshold treatments
 - ramp metering
 - surveillance devices
 - traffic monitoring equipment, such as closed-circuit television systems
 - tunnel ventilation systems operation, fire control and emergency response preparedness
 - joint transport operations centres (JTOC) labour and facility costs
 - emergency telephones on motorways
 - weighing facilities owned by an approved organisation or Waka Kotahi (state highways) and/or operated as a weight surveillance facility
- incident response and management.

Maintenance

Work Category 124: Cycle Path Maintenance

This work category has been amended to add vegetation control as a qualifying example.

This work category provides for the operation, maintenance and renewal of the pavement and facilities associated with cycle paths, including the operation of associated lighting.

Examples of qualifying activities

Examples of qualifying activities include, but may not be limited to:

- Maintenance of the cycle and combined walk-cycle paths and facilities including associated structures and bridges, provided the facilities are consistent with a relevant cycling or walking and cycling strategy or plan
- Operations, maintenance and power costs of cycle path lighting
- Maintenance of signs and cycle path markings
- cleaning of water channels, sumps and cesspits on cycle paths in urban areas (30 percent of total cost – see below)
- **vegetation control (see Work category 121 conditions of funding for vegetation control).**

Other potential activities that are not in the above list should be discussed with Waka Kotahi for eligibility.

Work Category 125: Footpath maintenance

Additional information on qualifying activities has been added.

Work category 125 provides for the operation, maintenance and renewal of public footpaths and facilities associated with public footpaths, such as pedestrian network connections, including stairs, alleyways and off-road connections.

Examples of qualifying activities

Examples of qualifying activities include, but may not be limited to:

- **footpath patching and pothole repairs in paved / sealed / unsealed footpath surfaces**
- **treatments to address isolated pavement joint irregularities or surface defects in concrete paths**
- **Maintenance of footpaths and pedestrian accessways and facilities including associated structures and bridges, signs or furniture, provided the facilities are consistent with a relevant walking or walking and cycling strategy or plan**
- Operations, maintenance and power costs of footpath lighting
- **vegetation control (see Work category 121 conditions of funding for vegetation control).**

Other potential activities that are not in the above list should be discussed with Waka Kotahi for eligibility.

Renewals

Work Category 216: **Bridge and structures renewals NEW**

Work category 216 provides for the like for like replacement of bridges and structures which are at the end of their serviceable life for condition reasons.

Examples of qualifying activities

Examples of qualifying activities include, but may not be limited to:

- **replacing a structurally inadequate bridge**

- replacing retaining structures, including sea walls, that support a road
- replacing tunnels
- replacing culverts having a cross-sectional area of 3.4 square meters or greater.

Note: like for like' should be interpreted as providing for a modern replacement to current design standards appropriate for the network that is to be serviced over the life of the new replacement structure; e.g. replacing a timber bridge with a steel and / or concrete structure that meets the current base design standard (generally to Class 1).

Planned replacements must be supported by a present value end of life economic analysis.

You can discuss with Waka Kotahi whether other potential activities not listed above might also be eligible for inclusion in this work category

Exclusions

Improvements to the bridge or structure at the time of replacement that are beyond the like for like basis are funded under Work Category 322 from the relevant road improvement activity class either:

- through the associated improvements facility and business rules for inclusion in the Low Cost Low Risk programme, or
- as a standalone improvement with appropriate supporting business case documentation.

Work Category 224: Cycle path renewal NEW

This is a new work category for 2021-2024 NLTP providing for the renewal of cycle paths.

Examples of qualifying activities

Examples of qualifying activities include, but may not be limited to:

- Renewal of cycle and combined walk-cycle paths and facilities **including associated drainage, structures and bridges**, provided the facilities are consistent with a relevant cycling or walking and cycling strategy or plan
- **Renewal cycle path lighting assets..**

Other potential activities that are not in the above list should be discussed with Waka Kotahi for eligibility.

Work Category 225: Footpath renewal NEW

This is a new work category for 2021-2024 providing for the renewal of footpaths.

Examples of qualifying activities

Examples of qualifying activities include, but may not be limited to:

- footpath renewals, such as resurfacing or reconstruction, provided the facilities are consistent with a relevant walking and cycling strategy or plan
- renewal of any associated drainage, structures and bridges
- renewal of footpath lighting assets.

Other potential activities that are not in the above list should be discussed with Waka Kotahi for eligibility.