****Document name****

**Date:** 25 and 26 January 2018

**Venue:** Novotel Auckland Airport,

Ray Emery Drive, Auckland

Advanced Traffic Management Planning (ATMP) workshop

# Advanced Traffic Management Planning (ATMP) workshop

## About the ATMP workshop

The CoPTTM Governance Group (CGG) prioritised the development of an advanced planning workshop for TMP designers, reviewers and approvers.

NZTA has developed the workshop and introduced a new STMS qualification of Advanced Traffic Management Planner (STMS-AP). The issuing of this qualification is dependent on the attendees completing the workshop and a back at work assessment.

The 2-day workshop focusses on planning the TTM for a worksite, with an emphasis on complex situations. *Note: Complex means a major change to road user conditions, the sort that comes with large projects or where large traffic flows need to be managed.*

The workshop has been designed with the following roles in mind:

* STMS involved in developing TTM documents for complex sites
* Project planners
* TMCs and other TMP approvers
* Auditors.

## What it covers

The workshop covers the following steps:

* Identifying matters to be addressed
* Planning the closure(s)
* Planning for other considerations
* Planning for the road users
* Resolving conflicts
* Developing the TMP
* Submitting the TMP for approval
* Reviewing approval documentation (eg TMP, consent to work, other authorisations)
* Pre-implementation of the TMP
* Implementing the TMP
* Completing a TTM review.

During the workshop drawing standards for a TMD will be outlined, including an introduction to different drawing options (eg Invarion, CAD, MSOffice). Follow-up training sessions can be arranged with practitioners for each of the site drawing options. A list of these practitioners will be made available during the workshop.

## Eligibility for attendance

To be eligible, attendee’s must:

* Hold a current STMS warrant
* Be competent with word processing to an intermediate level (add/amend tables, format text etc.)
* Be able to navigate CoPTTM to find required information
* Be able to clearly express an idea in writing (completion of a detailed TMP form).

## ATMP Registration Form

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| **ATMP Registration Form**  **9 and 10 March 2017 at the Commodore Hotel, Memorial Ave, Christchurch** | |
| **Name:** |  |
| **Organisation:** |  |
| **Address:** |  |
| **Email:** |  |
| **Telephone:** |  |
| **Any special requirements** *(eg dietary needs, limited mobility)* |  |

* **Please advise all interested parties to contact Kim Laurenson (copttm.quals@nzta.govt.nz) to reserve a place at the workshop and to receive joining instructions. This workshop will be restricted to 15 attendees.**
* **The charge for the workshop is $1,250 plus GST per person.**
* **Assessment will either be by submission of an approved Full form TMP that has been successfully implemented on a road network or by completion of an acceptable Full form TMP during the workshop.**
* **Where an attendee does not regularly submit the Full form TMP for approval on the network and does not satisfactorily complete a Full form TMP during the workshop, a charge for a follow-up competency assessment on a Full form TMP will apply. This fee covers the review of your plan, feedback and checking of minor alterations.**
* **Lunches are provided but attendees are responsible for their own travel and accommodation costs plus evening meals.**
* **If there is a need to discuss the workshop, please contact either:**
  + [**neil@ngtc.co.nz**](mailto:neil@ngtc.co.nz)**, or**
  + [**tony@stellaassociates.co.nz**](mailto:tony@stellaassociates.co.nz) **or**
  + [**stuart.fraser@nzta.govt.nz**](mailto:stuart.fraser@nzta.govt.nz)**,**