# Temporary Traffic Management Planner (TTMP) Workshop

## Locations and Dates

<table>
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<tr>
<th>Location</th>
<th>Dates</th>
<th>Venue</th>
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<tr>
<td>TAUPO</td>
<td>25 - 26 Mar 2020</td>
<td>Millennium Hotel and Resort Manuels, Waipahihi</td>
<td>REGISTER</td>
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<tr>
<td>GISBORNE</td>
<td>01 - 02 Apr 2020</td>
<td>Emerald Hotel and Conference Centre, Gisborne</td>
<td>REGISTER</td>
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<tr>
<td>WEST COAST (Hokitika)</td>
<td>07 - 08 Apr 2020</td>
<td>Beachfront Hotel, Hokitika</td>
<td>REGISTER</td>
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<tr>
<td>DUNEDIN</td>
<td>15 - 16 Apr 2020</td>
<td>Distinction Dunedin Hotel, Dunedin</td>
<td>REGISTER</td>
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<tr>
<td>HAMILTON</td>
<td>22 - 23 Apr 2020</td>
<td>Distinction Hamilton, Te Rapa</td>
<td>REGISTER</td>
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<tr>
<td>TAURANGA</td>
<td>22 - 23 Apr 2020</td>
<td>Hotel Armitage &amp; Conference Centre, Tauranga</td>
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<tr>
<td>AUCKLAND</td>
<td>28 - 29 Apr 2020</td>
<td>Jet Park Hotel &amp; Conference Centre, Mangere</td>
<td>REGISTER</td>
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<tr>
<td>CHRISTCHURCH</td>
<td>06 – 07 May 2020</td>
<td>Commodore Airport Hotel, Burnside</td>
<td>REGISTER</td>
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<tr>
<td>KAPITI</td>
<td>14 - 15 May 2020</td>
<td>Southward Car Museum, Paraparaumu</td>
<td>REGISTER</td>
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Temporary Traffic Management Planning (TTMP) Workshop

About the TTMP workshop

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

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

The 2-day workshop focuses on planning the TTM for a worksite, with an emphasis on worksites that impact lane capacity.

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

- TMP designers developing TTM documents
- Project planners
- TMCs and other TMP approvers
- Auditors.

This workshop is fully aligned with the recently introduced NZTA Training and Competency Model. As the different roles in the Training and Competency Model are confirmed within the TTM warrant system any attendees who have already undertaken the TTMP workshop and associated assessments will be given the opportunity to apply for the warrant. This means all previously successful workshop attendees can gain full credit for prior attendance.
Key dates are as follows:

- TTM Planners must either hold the warrant or be enrolled on a TTM Planner workshop by 1 April 2020
- There will be a phase in period through to 1 September 2020 to allow time for people to attend training and complete the assessment
- By 1 September 2020, all TMPs submitted for approval must be prepared by a CoPTTM warranted TTM Planner (a 2-month extension will be granted to those who attend workshops in August and September 2020)
- The availability of workshops will continue following 1 September 2020 to cover changing roles.

What is covered in the workshop?

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

Note: During the workshop drawing standards for a TMD will be outlined. Computer aided design software such as RapidPlan and AutoCAD will be introduced as a demonstration only. There will be no formal training.

Follow-up training sessions can be arranged with practitioners for each of the worksite 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 the NZTA CoPTTM to find required information
- Be able to clearly express an idea in writing (completion of a detailed Full TMP form)
- This workshop will be restricted to 15 attendees
- The charge for the workshop is $995.00 plus GST per person
- The charge for issuing the warrant card will be $40 + GST
- Payment must be made prior to attending the workshop

Assessment

- Assessment will be by review of an approved full form TMP that has been implemented on a road network
- The assessment and the process for submission of the TMP will be further explained on the workshop
- Local conditions which allow an approval below the required standard MUST be outlined, discussed and accepted by the review team PRIOR to the TMP being submitted FOR APPROVAL. If this does not happen the TMP will not be considered for sign off for the warrant
• The warrant will be issued once the submitted TMP has been agreed as meeting the acceptable standard as demonstrated on the workshop
• There will be a charge of $555.00 + GST for the review of the submitted TMP. This fee is to cover the time for the reviewer to review and give feedback
• This fee covers 3 submissions, where required. If you require a fourth submission an additional fee of $555.00 + GST will be incurred
• Note: Those who have already attended a workshop prior to 2020 and paid $1250.00 will only need to pay $300.00 + GST for the assessment of the TMP

Coordination of workshops and contact details
• On behalf of NZTA, Parallaxx Limited is coordinating the workshops, invoicing and the receipt of the assessments
• Lunches are provided but attendees are responsible for their own travel and accommodation costs plus evening meals
• If there is a need to discuss registration at a workshop (or progress on an assessment), please email ttmp@copittm.co.nz
• If there is a need to discuss the content of the workshop or requirements for TTM Planners, please email kim.laurenson@nzta.govt.nz