

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: HA2249_V4 | Contractor (Working space): Armstrong Downes | Principal (Client): Armstrong Downes | | | | |
| | | Contractor (TTM): Hanging Around | RCA: Wellington City Council | | | | |
| Location details and road characteristics | Road names and suburb | | House no./RPs (from and to) | Road level | Permanent speed | | |
| | Taranaki Street, Te Aro | | #63 - #135 | 1 | 50km | | |
| | Ghuznee Street, Te Aro | | RP0.655 - Intersection Taranaki | | | | |
| | Vivian Street, Te Aro | | Between Taranaki and Tory | | | | |
| | Jessie Street, Te Aro | | All | | | | |
| Traffic details (main route) | AADT 16230 (est), 8% heavy: Taranaki Street | | Peak flows 7am – 9am, 4pm – 6pm | | | | |
| Description of work activity | | | | | | | |
| <p>Work: Removing a tower crane from The Paddington site, cnr Taranaki and Jessie Streets</p> <p>Plant: Crane, trucks, hand tools</p> <p>Work hours: All hours beginning on a Friday night and ending on a Wednesday Evening</p> <p>Estimated work schedule: 5 – 7 days/nights</p> <p>This work is booked for July 23rd – 29th, 2021 but is heavily weather dependent. If weather prevents work going ahead on these dates, new dates will be consulted on with WCC.</p> | | | | | | | |
| Planned work programme | | | | | | | |
| Start date | 23/07/21 | Time | 24:00 | End date | 29/07/21 | Time | 00:00 |

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ME/Infrastructure City Council
Page 1

21 July 2021

| | | | | | |
|---|---|-------------------------------------|-----|----------------------------------|-----|
| Consider significant stages, for example: <ul style="list-style-type: none"> • road closures • detours • no activity periods. | Friday – 23/07/21: 6:30am – 5pm (refer TMD_1) <ul style="list-style-type: none"> • Setup up pad for crane • Close Jessie Street west end leave east end open | | | | |
| | Saturday – 24/07/21: 6:30am – 5pm (refer TMD_2) <ul style="list-style-type: none"> • Full closure of Jessie Street, including parking for crane setup • Vehicle access down to Prefab available from the east end of Jessie St, wherever possible (TC to assist) • Left hand lane closed on Taranaki Street • As much footpath open as possible for pedestrians (TC to assist) | | | | |
| | Sunday 25th – Tuesday 27th: 6:30am – 5pm (refer TMD_1) <ul style="list-style-type: none"> • Close Jessie Street west end leave east end open | | | | |
| | Wednesday 28th: 6:30am – 5pm (refer TMD_3) <ul style="list-style-type: none"> • Mobile pack down day • Full closure of Jessie Street, including parking for crane setup • Vehicle access down to Prefab available from the east end of Jessie St, wherever possible (TC to assist) • As much footpath open as possible for pedestrians (TC to assist) | | | | |
| | Thursday 29/04/21: 6:30am – 5pm (refer TMD_1) <ul style="list-style-type: none"> • Close Jessie Street west end leave east end open | | | | |
| | General <ul style="list-style-type: none"> • No parkers out minimum 24 hours before work takes place • TC or STMS onsite at all times • For safety reasons, work will take place in daylight hours only but workers might be preparing from 6:30am • Crane will be in place 24 hours a day until the project is complete | | | | |
| | A new TMP will be applied for with new dates. | | | | |
| Road aspects affected (delete either Yes or No to show which aspects are affected) | | | | | |
| Pedestrians affected? | Yes | Property access affected? | Yes | Traffic lanes affected? | Yes |
| Cyclists affected? | Yes | Restricted parking affected? | Yes | Delays or queuing likely? | No |

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Page 2



21 July 2021

Proposed traffic management methods

| | |
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| Installation (includes parking of plant and materials storage) | <ul style="list-style-type: none"> • L1 STMS and TCs to install approved TTM • Signs should be erected by travelling around the road network in a clockwise direction. • The first sign erected must be the advance warning sign. • Remaining signs are placed in order from the advance warning sign until the works end sign is reached. The vehicle then makes a loop on a single direction carriageway or simply turns around on a bidirectional carriageway to make the next run. This process is continued until the sign network is complete. • Tapers and delineation devices must only be placed once all signs have been installed. • Before any construction equipment or materials are brought onto the worksite a drive through check of the worksite must be made in all directions including all side roads. This check must confirm that the worksite is: <ul style="list-style-type: none"> ○ safe – to the minimum standard shown in the TMP and that: ○ the restriction to traffic flow is reasonable ○ the signs and delineation devices give clear messages to road users, and ○ the signs and delineation devices are securely erected and will remain in their correct position under the expected traffic volumes and weather conditions • Spotters to be in place at either end of site to guide and escort pedestrians through while setup is carried out. • L1 truck/sign board to be in use when install occurs • Signage walked into position wherever practical • All STMS and TCs to be wearing appropriate PPE • Once all signage and shoulder delineation has been installed, MTC's may need to hold traffic while delineation and delineation signage is installed around the working space • Metlink (GWRC) to be notified 30 minutes before works take place, Leona Irsevic: 021 896 375 or 0800 801 700 • STMS to contact WCCTOC (Orville Reyes 021 196 4733, Tim Kirby 021 227 8243) 10 minutes prior to lane/s closure or reopening so traffic signal adjustments can be made as required |
| Attended (day) | STMS/TC to install/remove TTM STMS/TC in place for pedestrian monitoring and assistance Spotter in place for any vehicle movements if necessary |
| Attended (night) | No attended night works |
| Unattended (day) | No unattended day works |
| Unattended (night) | STMS/TCs to make checks on site as often as practical Any damage to site reported to the STMS as soon as possible Refer to TMD_1 |
| Detour route | No detour |
| | No detour |

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ME/transport/CA/transport
Page 3
21 July 2021

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| Removal | <ul style="list-style-type: none"> Delineation of site will be up lifted primarily followed by the removal of signs in opposite direction to how it was established with minimal to no effect to the carriageway. L1 STMS and TCs to remove approved TTM Spotters to be in place to guide and escort pedestrians through while pack up is carried out Delineation to be removed first, followed by signage with advanced warnings being the last removed L1 truck/sign board to be in use when removal occurs All STMS and TCs to be wearing appropriate PPE Metlink (GWRC) to be notified 30 minutes before works take place, Leona Irsevic: 021 896 375 or 0800 801 700 STMS to contact WCCTOC (Orville Reyes 021 196 4733, Tim Kirby 021 227 8243) 10 minutes prior to lane/s closure or reopening so traffic signal adjustments can be made as required |
|---------|---|

Proposed TSLs (see TSL decision matrix for guidance)

| | 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) |
|----------------------|---|-------------------------------|------------------------------------|--|
| Attended day/night | No TSL | N/A | N/A | N/A |
| Unattended day/night | No TSL | N/A | N/A | N/A |
| TSL duration | Will the TSL be required for longer than 12 months? If yes, attach the completed checklist from section I-18: Guidance on TMP Monitoring Processes for TSLs to this TMP. | | | No |

Positive traffic management measures

- Positive traffic management measures will be installed by the STMS in order to control vehicle speeds, increase public awareness and reduce disruption by providing 'clear and positive guidance'.
- Additional cones may be placed on centerlines, edge lines or shoulders to increase impact of the activity and reduce vehicle speed.

Further Methods

- Staff will be positioned at strategic locations where they are visible to the driving public and pedestrians, and responsive to the changing hazards of the site
- If there are nearby controlled intersections, WTOC may be engaged to modify traffic light phasing to suit the operation in place and minimize disruption and maximize safe driving behavior
- If queuing or unforeseen disruption occurs, additional advanced signage may be used a further sign spacing (or more) outside the required advanced warning signage to promote awareness further from the site boundary
- Police assistance may be sought if excess speed is a significant issue and presents a real and immediate danger to the activity or the public
- Work may be suspended if driver behavior at any time presents excess risk

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21 July 2021

Contingency plans

| | | |
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| <p>Generic contingencies for:</p> <ul style="list-style-type: none"> major incidents incidents pre planned detours. <p><i>Remove any options which do not apply to your job</i></p> | <p>Major Incident</p> <p>A major incident is described as:</p> <ul style="list-style-type: none"> Fatality or notifiable injury - real or potential Significant property damage, or Emergency services (police, fire, etc) require access or control of the site. | <p>Actions</p> <p>The STMS must immediately conduct the following:</p> <ul style="list-style-type: none"> 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. |
| | <p>Incident</p> <p>An incident is described as:</p> <ul style="list-style-type: none"> excessive delays - real or potential minor or non-inquiry accident that has the potential to affect traffic flow structural failure of the road. | <p>Actions</p> <p>The STMS must immediately conduct the following:</p> <ul style="list-style-type: none"> 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. |
| | <p>Detour</p> <p>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:</p> <ul style="list-style-type: none"> 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. <p>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.</p> <p>The detour and route must be designed including:</p> <ul style="list-style-type: none"> 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. | <p>Actions</p> <p>When it is necessary to implement the pre-planned detour the STMS must immediately undertake the following:</p> <ul style="list-style-type: none"> 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 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. |

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Page 5

Wolffordt.

21 July 2021

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| | | Note also the requirements for no interference at an accident scene: 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: | | |
| | | <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) | Weather | <ul style="list-style-type: none"> • All works will cease, the road will be made safe and the closure uplifted in the event of adverse weather and or if visibility falls below 3 x posted speed limit. | | |
| | Traffic | <ul style="list-style-type: none"> • The STMS will monitor the traffic flow. If delays occur exceeding 5mins or 250m in length then the STMS will cease works and remove any visual impacts that may have an adverse effect on traffic flow. If these methods not successful, the STMS will cease all works make the road safe and open up extra lanes one at a time until the traffic levels are at an acceptable delay period. | | |
| | Emergency Services | <ul style="list-style-type: none"> • Emergency Services will be given priority at all times and assisted where possible through the closure. The STMS on site will ensure emergency services priority | | |
| | Spills | <ul style="list-style-type: none"> • The STMS will suspend all works, Spill to be contained with onboard Spill Kits; Emergency TTM will be installed as required, also STMS to call 0800 USPILL. | | |
| | Works running late | <ul style="list-style-type: none"> • In instances of where the work runs over permitted hours, the STMS must notify the TMC as soon as possible | | |
| Authorisations | | | | |
| Parking restriction(s) alteration authority | Will controlled street parking be affected? | Yes | Has approval been granted? | Yes |
| | Attached to CAR | | | |
| Authorisation to work at permanent traffic signal sites | Will portable traffic signals be used or permanent traffic signals be changed? | Yes | Has approval been granted? | Yes |
| | Signals notification attached to CAR | | | |
| Road closure authorisation(s) | Will full carriageway closure continue for more than 5 minutes (or other RCA stipulated time)? | Yes | Has approval been granted? | Yes |
| | | | | |
| Bus stop relocation(s) – closure(s) | Will bus stop(s) be obstructed by the activity? | No | Has approval been granted? | No |
| | Metlink notification attached to CAR | | | |
| Authorisation to use portable traffic signals | Make, model and description/number | N/A | | |
| | NZTA compliant? | N/A | | |
| EED | | | | |
| Is an EED applicable? | No | EED attached? | No | |

Delay calculations/trial plan to determine potential extent of delays

None

Public notification plan

Surrounding businesses and residents to be notified 10 days before work commences

Public notification plan attached? Yes

On-site monitoring plan

Attended (day and/or night)

- STMS to make 2 hourly checks
- STMS to monitor & document changes on the approved TMP
- A copy of the TMP will be kept for record purposes
- STMS to be notified of all work vehicles present as discussed in the Pre-Start meeting
- If major delays occur the STMS may suspend works & reopen the affected lane to clear any backing, then reinstall the closure
- All emergency vehicles will have priority through the worksite with guidance by the STMS

Unattended (day and/or night)

- STMS to make checks as practical

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

- CopTTM onsite record or Road Direct App

Site safety measures

- Flashing lights on vehicles where applicable
- Appropriate PPE worn at all times
- When required or where suitable, pedestrians have the priority at all times
- Spotter must be present on site if any vehicle or equipment enters/exit the site
- Offset cones to slow vehicle traffic if a TSL is in place
- All permanent signage that no longer applies during the work phase must be covered to avoid confusion

| | | | | |
|---------------------------------|--|----|--|--------------|
| Temporary safety barrier system | Will a temporary safety barrier system be used at this worksite? | No | If yes, has the temporary safety barrier system been designed by an installation designer and independently reviewed as being fit for purpose? | N/A |
| | Statement from temporary safety barrier installation designer attached | | | Not attached |

Other information

All TMP changes are to be recorded and the TMC informed immediately of any significant modification to TTM measures not included in the approved TMP. All other changes are to be noted on the TMP and TMC to be advised as soon as possible.

Site specific layout diagrams

| Number | Title |
|--------|--|
| 1 | HA2249_V4_TMD_1 Jessie St closed at west end, open at east end |
| 2 | HA2249_V4_TMD_2 Taranaki lane close and Jessie full close |
| 3 | HA2249_V4_TMD_3 Jessie full close |
| 4 | HA2249_V4_TMD_4 Pedestrian routes |
| 5 | HA2249_V4_TMD_5 No parking zones and truck routes |

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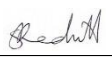
CAR E788936

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Page 7

21 July 2021

| Contact details | | | | | | |
|---|--|---------------------|--|-----------------------------|---------------------|-------------|
| | Name | 24/7 contact number | CoPTTM ID | Qualification | Expiry date | |
| Principal | Armstrong Downes – Daniel Benton | 022 477 6394 | X | X | X | |
| TMC | Wellington City Council – Amanda Wolfhaardt | 021 723 080 | 128480 | L2/3 NP | 16/09/23 | |
| Engineers' representative | N/A | X | X | X | X | |
| Contractor | Armstrong Downes – Daniel Benton | 022 477 6394 | | X | X | |
| STMS | Sam Redhill | 021 505 900 | 85958 | L1 STMS | 18/04/22 | |
| | Jarred Kirk | 027 339 8274 | 130337 | L1 STMS | 25/08/23 | |
| | Josh Hanley | 021 504 385 | 138536 | L1 STMS | 25/03/24 | |
| TC | Shea Redhill | 021 504 299 | 141999 | STMS-U | 18/06/24 | |
| | Claude Pohatu | 027 487 4303 | NZTA TBC | TTM-W | 14/06/24 | |
| | Or, Hanging Around chosen TC on the day with details added to written TMP onsite | | | | | |
| Others as required | Metlink | 0800 801 700 | X | X | X | |
| | Leona Irsevic | 021 896 375 | | | | |
| | Orville Reyes | 021 196 4733 | | | | |
| TMP preparation | | | | | | |
| Preparation | Sam Redhill | 12/07/21 |  | 85958 | L1 STMS | 18/04/22 |
| | Name (STMS qualified) | Date | Signature | ID no. | Qualification | Expiry date |
| This TMP meets CoPTTM requirements | | | | Number of diagrams attached | | 5 |
| 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 | | | | | | |
| Temporary safety barrier system | The attached temporary road safety barrier design has been independently reviewed as being fit for purpose | | | | Yes No Not required | |
| TMP Approved | | | | | | |
| | 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 | | | | | | |

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CAR E788936
Amanda Wolfhaardt

Wellington City Council
Page 8



21 July 2021

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 | <input type="text"/> |
| | | | Time | <input type="text"/> |

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ME/Jonathan/City Council
Page 9


21 July 2021

| ON-SITE RECORD | | | Today's date |
|---|----------------|-------------------|--------------|
| On-site record must be retained with TMP for 12 months. | | | |
| Location details | Road names(s): | House number/RPs: | Suburb: |

| Working space | |
|--|-----------|
| Person responsible for working space | |
| Name | Signature |
| Where the STMS/TC is responsible for both the working space and TTM they sign above and in the appropriate TTM box below | |

| TTM | | | | | |
|--|---|---------------|---------------------|-----------|------|
| STMS in charge of TTM | | | | | |
| | Name | TTM ID Number | Warrant expiry date | Signature | Time |
| Worksite handover accepted by replacement STMS | | | | | |
| | Name | ID Number | Warrant expiry date | Signature | Time |
| | Tick to confirm handover briefing completed | | | | |

| Delegation | | | | | |
|---|------------------------------------|-----------|---------------------|-----------|------|
| Worksite control accepted by TC/STMS-NP | | | | | |
| | Name | ID Number | Warrant expiry date | Signature | Time |
| | Tick to confirm briefing completed | | | | |

| Temporary speed limit | | | | | | |
|---|----------------------|-------|-------|------------|--------------------|--|
| Street/road name (RPs or street numbers): | TSL action | Date: | Time: | TSL speed: | Length of TSL (m): | |
| From: To: | TSL installed | | | | | |
| | TSL remains in place | | | | | |
| | TSL removed | | | | | |
| From: To: | TSL installed | | | | | |
| | TSL remains in place | | | | | |
| | TSL removed | | | | | |
| From: To: | TSL installed | | | | | |
| | TSL remains in place | | | | | |
| | TSL removed | | | | | |
| From: To: | TSL installed | | | | | |
| | TSL remains in place | | | | | |
| | TSL removed | | | | | |

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Milkington, C. A. Traffic

Page 10

21 July 2021

Worksite monitoring

TTM to be monitored and 2 hourly inspections documented below.

| Items to be inspected | TTM set-up | 2 hourly check | 2 hourly check | 2 hourly check | 2 hourly check | 2 hourly check | TTM removal |
|--------------------------------------|--|----------------|----------------|----------------|----------------|----------------|-------------|
| High-visibility garment worn by all? | | | | | | | |
| Signs positioned as per TMP? | | | | | | | |
| Conflicting signs covered? | | | | | | | |
| Correct delineation as per TMP? | | | | | | | |
| Lane widths appropriate? | | | | | | | |
| Appropriate positive TTM used? | | | | | | | |
| Footpath standards met? | | | | | | | |
| Cycle lane standards met? | | | | | | | |
| Traffic flows OK? | | | | | | | |
| Adequate property access? | | | | | | | |
| Barrier deflection area is clear? | | | | | | | |
| Add others as required | | | | | | | |
| | | | | | | | |
| Time inspection completed: | | | | | | | |
| Signature: | | | | | | | |
| Comments: | | | | | | | |
| Time | Adjustment made and reason for change | | | | | | |
| | | | | | | | |
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Page 11

21 July 2021



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Page 12

A. Wolfaardt

21 July 2021



21 July 2021



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ME/Leanne City Council
Page 14
21 July 2021



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CAR E788936

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Municipality of Taranaki

Page 15

21 July 2021



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CAR E788936

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21 July 2021