

Title	Develop a traffic management plan for an activity and consult with relevant stakeholders		
Level	4	Credits	20

Purpose	<p>People credited with this unit standard are able to:</p> <ul style="list-style-type: none"> – compile a temporary traffic management (TTM) solution for an activity; – prepare traffic management plan (TMP) information for an activity; – consult with relevant stakeholders who carry out the requirements of the TMP.
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Classification	Infrastructure Works > Temporary Traffic Management
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Available grade	Achieved
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Guidance Information

1 Learning and assessment for this unit standard must be in accordance with the following:

- Health and Safety at Work Act 2015;
- Health and Safety at Work (General Risk and Workplace Management) Regulations 2016;
- Local Government Act 2002;
- Resource Management Act 1991;
- Land Transport Act 1998;
- Land Transport (Road User) Rule 2004, available from www.legislation.govt.nz;
- Land Transport Rule: Setting of Speed Limits 2022;
- Land Transport Rule: Traffic Control Devices 2004;
- NZTA M23:2022 *Specification and guidelines for road safety hardware and devices*;
- *Keeping healthy and safe while working on the road or roadside – Guidance for PCBUs: 2022*, available from <https://www.worksafe.govt.nz/topic-and-industry/road-and-roadside/keeping-healthy-safe-working-road-or-roadside/>;
- ISO 31000 *Risk Management – Guidelines*, available from www.iso.org.

2 Assessment

It is highly recommended Unit 33252, *Describe the principles and process managing risk for an activity requiring temporary traffic management* and Unit 33253, *Complete a risk assessment for an activity requiring temporary traffic management*, are achieved prior to entering this unit standard or demonstrated equivalent knowledge or skills.

More than one TMP may be required to produce evidence of competence for each requirement.

3 Definitions

Activity refers to the physical activity requiring TTM and provision of services for simple generic, site-specific, static and mobile.

Activity hazards refer to any part of the activity that effects the normal operating conditions of the road reserve.

Activity risk example is plant blocking a footpath forcing pedestrians into a lane where they could be struck by a vehicle.

Company requirements include the policy, procedures, and methodologies of the company. They include legislative and regulatory requirements that may apply across the company or to a specific worksite. Requirements are documented in the company health and safety plans, traffic management plans (TMPs), practice notes, contract work programmes, quality plans, policies, and procedural documents.

Context for the activity refers to size, duration, location details, contractor working space, contractor TTM, hours of attendance, planned work programme, contractor hours of work, contractor equipment, anticipated vehicle movements, haul routes, site access points, parking requirements, site facilities.

Objectives refer to minimal disruption, clear communications, fit for purpose.

Road characteristics refer to local requirements, road type, length of works, detours, carriage way, road shoulder, zones, road closures, traffic volumes, over dimension routes, cycle routes, existing pedestrian and cycling facilities.

Road constraints refer to non-working hours, peak traffic times, minimum and maximum durations, size of event, time, size and weight of vehicles, size of site, size of equipment on the site, road cross-section.

Scope refers to set-up, maintenance, removal, personnel responsibilities, delegations, monitoring, speed limits and reductions, lane closures, traffic control devices, handover requirements, Road Controlling Authority (RCA) requirements.

Stakeholders may refer to effected parties, involved person conducting a business or undertaking (PCBU), signatories to forms, taxis, bus companies, residents, business owners, traffic, vulnerable road users, roadside workers.

Temporary Traffic Management (TTM) refers to the process of managing safe interaction between road users and the TTM activity (including associated TTM, and workers).

Traffic Management Plan (TMP) refers to the process of managing road users through or past a closure in a safe manner with minimal delay and inconvenience. It refers to the requirements to install, maintain, remove, and update records.

4 Range

Evidence of TMP with coverage of five of the following factors – low speed ≤ 60 km/hr, high speed ≥ 70 km/hr, presence of vulnerable road users, multi-lane, motorway, intersections.

Outcomes and performance criteria

Outcome 1

Compile a TTM solution for an activity.

Performance criteria

- 1.1 The context for the activity is confirmed and recorded in accordance with relevant stakeholders.
- 1.2 Road characteristics, road constraints, activity hazards and the need for the road users are identified and recorded.
- 1.3 The scope, objectives, and other considerations for the activity are confirmed and recorded including accommodation of staging and phasing or the work activity risk assessment.
- 1.4 Risk assessment in terms of the interventions to keep the public and workers safe and requirements for the TTM solution are used to identify appropriate controls.
- 1.5 Controls that address the following factors are selected to provide an appropriate solution for the activity to develop the TMP.
- Range factors may include but are not limited to – traffic impacts, vulnerable road user safety, road worker safety, trafficable areas, parking and stopping, space utilisation, property access and use, railways; evidence of three factors is required.
- 1.6 Risk assessment including residual risks are confirmed and reviewed with stakeholders to ensure the risks are appropriately managed and documented.

Outcome 2

Prepare TMP information for an activity.

Performance criteria

- 2.1 Documentation common to all traffic management plans is prepared for an activity.
- Range documentation may include – contact details, work programme, TMP reference, TMP method and measures, contract numbers, aspects affecting the road, traffic management diagrams, location details, road characteristics, working space contractor, contractor, principal, RCA(s).

2.2 Documentation relevant to the specific TTM activity is prepared.

Range documentation may include – contingency plans, authorisations, liaison with emergency services and public transport operators, changes to parking controls, public notification plan, on-site monitoring requirements, annual average daily traffic (AADT) and peak hour flow, alternative dates, materials storage, plant waiting and filling zones, pedestrian safety fences, delineation and equipment, temporary speed issues, list of worksite specific layout diagrams, mobile operation requirements, additional contingencies.

2.3 Layout diagrams are prepared to allow for correct installation of equipment, fit for purpose for the activity, providing protection, and allowing for any worksite constraints.

Range worksite constraints may include – turning and manoeuvring, pedestrians, and cyclists, on or off ramps, rail crossings, hills and corners, intersections, and access ways; evidence of two worksite constraints is required.

2.4 TMP draft is completed, and content is checked in accordance with industry requirements.

2.5 Risk assessment is checked to re-confirm all actions have been taken to achieve lowest total risk or as far as reasonably practicable.

2.6 Changes are recorded and TMP documentation is filed according to company requirements.

2.7 All required authorisations and approvals for the TMP are obtained from relevant parties.

Outcome 3

Consult with relevant stakeholders who carry out the requirements of the TMP.

Performance criteria

3.1 Person in charge and stakeholders for the TTM activity are consulted for feedback on the TMP and the risk assessment.

Range consultation includes – residual risks, issues, recommendations for improvement.

3.2 Feedback from the person in charge and the stakeholders of the TTM activity is reviewed and considered in accordance with company requirements.

Planned review date	31 December 2027
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	27 April 2023	N/A

Consent and Moderation Requirements (CMR) reference

0101

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Waihanga Ara Rau Construction and Infrastructure Workforce Development Council at qualifications@waihangaararau.nz if you wish to suggest changes to the content of this unit standard.