

NZGTTM Transition Plan: Implementation Alignment

Purpose

To outline the staged adoption of the New Zealand Guide to Temporary Traffic Management (NZGTTM) across Timaru District Council (TDC) activities, ensuring a safe, consistent, and well-resourced transition for both internal teams and external contractors, while aligning TDC processes and delivery with NZTA-set funding requirements and a risk-based approach. This plan also confirms TDC’s intent to meet the NZTA requirement, as set out in the 28 July 2025 letter, for full NZGTTM implementation by 1 July 2028 to ensure ongoing funding eligibility for NZTA-assisted works.

Current Position

- TDC is actively trialling risk-based TTM with the term maintenance contractor and other contractors keen to trial risk-based approach.
- Internal departments: Land Transport, Assets & Infrastructure, Drainage & Water — are engaged in transition planning and operational alignment.
- A Practice Note for short-term works (e.g. gardening, 3 water non-invasive inspections, road inspections) is out for peer review. Once approved, it will be:
 - Used by internal staff.
 - Signed off by the CEO in their role as PCBU Officer and Employer, and by the RCA lead.
- Smaller/project-based contractors are being introduced to NZGTTM on a willing basis to build capability ahead of contractual requirements.
- Funding implications have been noted, with trials incorporating early cost tracking to assess potential impacts and inform discussions with NZTA on funding eligibility.

Transition Timeline

Phase One: Trial and Learning	Now -February 2026
<ul style="list-style-type: none"> • Continue live trials with term maintenance contractor. • Internal training and awareness sessions across all relevant teams. • Finalise and implement advice note for short-term works. • Capture trial feedback from contractors and internal teams. • Identify any internal process changes needed to meet NZTA-set funding requirements under a risk-based planning approach. • Track cost impacts of trial activities. 	
Phase Two: Progressive Implementation – All Road Corridor Activities	March 2026-June 2027
<ul style="list-style-type: none"> • Gradual uptake by smaller contractors as staff capability increases. • Refine processes based on trial and early adopter learnings. • Update internal procedures and documentation to ensure alignment with NZTA funding requirements. • Maintain option for willing contractors to transition early 	



<ul style="list-style-type: none"> Continue cost monitoring and reporting. 	
Phase Three A: Full Adoption – Standalone Contracts	From July 1, 2026
<ul style="list-style-type: none"> NZGTTM fully embedded in all new NZTA-funded capital contracts. All contractors delivering NZTA-funded works on the network required to comply – exception term maintenance contracts (see Phase 3B). 	
Phase Three B: Full Adoption – Term Contracts	From July 1, 2028
<ul style="list-style-type: none"> NZGTTM fully embedded in all new term contracts. All contractors delivering works on the network required to comply. Internal processes and delivery fully aligned with NZTA funding requirements. This may occur earlier if trials confirm no net cost increase to current term contracts. 	

Scope & Stakeholders

Internal	<ul style="list-style-type: none"> Land Transport Unit Drainage & Water Assets and Infrastructure Procurement Communications
External	<ul style="list-style-type: none"> Term maintenance contractors Smaller local contractors Sector working groups NZTA Peer councils

Implementation Approach

Risk-Based Mindset	Apply NZGTTM principles in planning and delivery through training, mentoring, and example projects.
Short-term Work Guidance	Implement CEO/RCA-endorsed advice note to give staff for low-risk/low-impact activities.
Phased Roll Out	Introduce NZGTTM progressively to allow time for skills development and resourcing.
Funding Rule Alignment	Update internal processes so that delivery meets NZTA-set funding requirements and audit expectations.



Sector Collaboration

Engage with peer RCAs and industry to share resources, align approaches, and minimise inconsistency.

Regulatory Approval

TDC will update internal processes to ensure regulatory approval for temporary traffic risk controls is provided promptly following satisfactory risk review and network access coordination. This will include clear documentation of approval steps and responsible roles.

Assurance

TDC will implement an assurance process to replace traditional TTM auditing, verifying that contractors have and apply appropriate health and safety systems throughout contract delivery.

System Updates

TDC will ensure all relevant systems are updated to align with new processes, supporting data collection, reporting, and compliance with NZTA requirements.

Reporting

TDC will continue quarterly reporting through the REG Transport Insights portal, including:

- Percentage of NLTF funding spent on TTM costs
- Number of TTM site inspections
- Number of redundant TTM sites
- Uptake of NZGTTM in contracts

Additional quarterly reporting requirements from the NZTA funding letter will also be incorporated.

Support & Capability Building

- Targeted training sessions for internal teams and contractors.
- Access to NZTA resources, case studies, and RCA guidelines.
- Peer review and sector feedback on trial outcomes.
- Technical mentoring from the term maintenance contractor during transition.



Monitoring & Review

- Quarterly review meetings during trial and progressive implementation phases.
- KPI tracking:
 - Number of projects using NZGTTM principles.
 - Contractor uptake percentage.
 - Safety performance metrics.
- Mid-transition review (mid-2026) to confirm readiness for 1 July 2028 full adoption.
- Track cost impacts of NZGTTM adoption alongside safety and compliance KPIs, to inform both internal planning and NZTA reporting requirements.

Communication Plan

Internal	<ul style="list-style-type: none"> • Updated via Road Corridor newsletters • Targeted toolbox training • Direct manager briefings
External	<ul style="list-style-type: none"> • Updates via Road Corridor newsletters • Contractor briefings • Inclusion in procurement documents • Updates to the Council website
Sector	<ul style="list-style-type: none"> • Ongoing participation in regional and national working groups to share learnings and templates.



TDC NZGTTM Transition Timeline

