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| Hamilton City Development Manual | | |
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SECTION 19 - TRAFFIC AND PEDESTRIAN SAFETY

Where any work is in, or affects, any road, footpath, vehicle access, service lane, carpark or other area that the public has the right of access to, the Contractor shall maintain safe, readily negotiable passage across or around the work site for all types of traffic, including pedestrians and cyclists. Access to public and private property shall be maintained at all times unless prior arrangements, acceptable to all parties, have been made.

19.1 TRAFFIC MANAGEMENT

19.1.1 Temporary Traffic Management

Temporary Traffic Management (TTM) must be established on every site where a public road or footpath is affected, either directly by the works or the contractor's access to or from a site.

19.1.2 Traffic Management Plans

A Traffic Management Plan (TMP) must be prepared and implemented in accordance with the NZ Transport Agency's (NZTA) Code of Practice for Temporary Traffic Management (CoPTTM) including the local roads supplement for roads carrying less than 500vpd. This plan must be prepared by a qualified Site Traffic Management Supervisor (STMS) and submitted to the Engineer for approval. A copy of the approved plan must be held on site and be available for checking by a traffic management auditor.

TMP's for complex projects or those that cover an extended time period may need several layout plans for various stages of the work. Revised or additional TMPs should be submitted if there is a significant change in circumstances.

19.1.3 Traffic Management Levels

All roads under Hamilton City Council control are Level 1 but arterial roads will require more than the minimum requirements of CoPTTM. In particular the first sign a driver encounters when entering a site on an arterial road must be a Level 2 sign. Repeater signs are required on solid medians and on painted flush medians if these can be safely located. In some circumstances attenuator vehicle(s) will be required. In all situations it is the responsibility of the persons preparing and implementing the TTM to ensure that the site is safe for both traffic and the workmen. Regular monitoring and fine tuning of the TTM to suit circumstances is encouraged.

Traffic management levels in participating districts will be in accordance with either Level 1 of CoPTTM or the Local Roads Supplement.

19.1.4 Generic Traffic Management Plans

For work that is repeatable and has minor effect on traffic contractors are encouraged to submit generic TMPs for typical work activities. Once approved these plans may be implemented throughout the Local Authority area. Contractors working in more than 1 District or City must have their generic TMPs approved by each.

The STMS or Traffic Controller (TC) must ensure that the TTM is appropriate for the site and make any adjustments to the generic TMP that are necessary. All generic TMPs are to be reviewed and submitted for re-approval at a maximum of 12 monthly intervals and at any other time a significant change is identified as necessary.

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19.1.5 Site Specific Traffic Management Plans

For any site where either

- a reduction in the number of traffic lanes on arterial roads is proposed;
- or a major intersection such as a roundabout or signals is involved,
- or there is no suitable generic TMP applicable,

a site specific TMP shall be prepared and submitted for approval at least 5 days before work commences.

19.1.6 State Highways

When the Contractor is planning to carry out an activity within the state highway road reserve (boundary to boundary) an Approval to Work on the State Highway (ATWOSH) application and an accompanying Traffic Management Plan is required to be submitted for approval to the NZTA Network Consultant.

19.1.7 Arterial Roads

Apart from emergency works, no work that interferes with traffic flow on arterial roads shall be carried out during the peak traffic periods of 7.30am — 9.00am and 4.00pm — 5.30pm Monday to Friday, or during major public events without specific approval from the Engineer.

19.2 TEMPORARY ROAD CLOSURES

The Contractor may apply for a temporary closure of a road or part thereof in order to carry out the works. Council has a statutory process to follow that requires 42 days public notice so contractors must ensure that applications are received 8 weeks in advance of the requested closure date.

The application must demonstrate that either:

- The closure is essential to allow the works to be built safely
- Or that a closure will allow the works to be completed more efficiently, taking into account the direct construction costs, the costs of delays to road traffic and the costs of increased travel distance.

If permission for a temporary road closure is given the contractor shall prepare and submit for approval a TMP that includes:

- A suitable detour around the closure
- Access for public having legitimate purpose or business in the affected area.
- Access to public and private property unless prior arrangements suitable to all parties have been made.
- Immediate access to any emergency services and provision to curtail or cease work if necessary.
- Suitable arrangements for the regular refuse and recycling collections, either by allowing the collection vehicles to access the site or taking the refuse and recyclables to one end of the job for collection. In the latter case any recycling crates must be returned to the location they were collected from.
- Alternative routes for public bus services affected, including temporary bus stops.
- Advance notification to all affected parties including on site signage for at least 5 days prior to the closure.

The Engineer will arrange further publicity for significant closures.

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19.3 SCHOOL SITES

Special attention is to be paid to works outside or adjacent to school or preschool institutions. Ideally such works will be done outside school hours but no work shall be undertaken within 200m of a school between 8.30am and 9.15am or 2.45pm and 3.15pm on school days.

Many schools within Hamilton have a 40km/hr speed zone. TMPs for work within these areas shall incorporate the 40km/hr speed restrictions as necessary.

19.4 BUS ROUTES

If a work site is on a regular bus route and is likely to disrupt bus operations the Contractor shall ensure that Environment Waikato and the bus operator are advised of the works at least 72 hours prior to commencement and shall co-operate with making any changes need to provide an alternative route or bus stops.

19.5 CYCLISTS and PEDESTRIANS

The contractor shall ensure that both pedestrians and cyclists have safe access past the site. In particular:

- No TTM signs are to be placed in marked cycle lanes.
- Provision must be made for pushchairs, mobility scooters etc including kerb ramps if there is no suitable crossing
- Particular care must be taken near schools and preschools
- The surface shall be reasonably smooth and usable in all weather conditions.

19.6 SPECIAL PARKING AREAS

If 'Special' parking areas such as marked Bus Stops, Taxi Stands, Loading Zones or metered parking bays are affected by the works these shall be identified in the TMP and suitable alternative facilities provided if required by the Engineer.

19.7 AUDITS

The Engineer may carry out random audits of any site in accordance with CoPTTM procedures and the results will be forwarded to the Contractor. Any site scored as "Dangerous" will be immediately closed down until the necessary improvements have been made. As required by CoPTTM a 'Notice of Non Conformance' will be issued for a Dangerous site.

The on site Traffic Controller or STMS will be advised about any site scored as "Needs Improvement". The improvements are required to be implemented by the next working day.