

## Service Agreements and Generic Plan types

### **1.1. GENERIC TRAFFIC MANAGEMENT PLANS**

- 1.1. Available to, be applied for by, Maintenance Contractors, with Current Maintenance Contracts.
- 1.2. **Conditions of Usage.**
- 1.3. Contractors using Generic TMPs may break ground if works will be completed in one day and no unattended site is required.
- 1.4. Contractors Generic TMPs must not be used for construction or resurfacing activities that require an unattended site to be left. (Unless a Road space booking has been submitted and accepted)
- 1.5. Contractors using Generic TMPs have no rights to the road space and must allow others who have a site specific TMP access to the site, unless a road space booking has been submitted and Accepted in which case Collaboration is required.
- 1.6. Contractors using Generic TMPs must use their plans in accordance with “How to use Generic Plans” flow chart which is attached to the cover notes of all Accepted Generic TMPs.
- 1.7. Process for submitting a Generic TMP
- 1.8. Submit the Generic TMP application via TMPforCHCH,
- 1.9. Title the application within TMPforCHCH must include reference to being a Generic TMP
- 1.10. Place a single pin and simple box drawn around it in a park, or an area not within the road reserve, and attach TMP documentation.
- 1.11. Generic Traffic Management plans Must use a CoPTTM Full Form TMP proforma
- 1.12. TMPs to be submitted with at least 10 working days available for CTOC to Process the Generic Plan Application.
- 1.13. Generic TMP Notes
- 1.14. An accepted Generic TMP may also be submitted as a referenced traffic management diagram for a road space booking.
- 1.15. Removal of privilege to have a Generic TMP
- 1.16. CTOC operates a “three strikes and you’re out” philosophy. Those granted a Generic TMP must comply with the requirements of their Generic TMP or risk the approval to use that Generic TMP being revoked, after three non-conformance events within a 6 Month period.
- 1.17. Road space bookings require 5 working days to process

## **2. SERVICE AGREEMENT TRAFFIC MANAGEMENT PLANS**

- 2.1. Available to, be applied for by, Contractors who wish to have available a set of plans able to be used at short notice or for minor works that do not break ground. (Unless a Road space booking has been submitted and accepted)
- 2.2. Conditions of Usage.
- 2.3. Contractors using Service agreement TMPs must not break ground, must complete works within one day and must not require an unattended site. (Unless a Road space booking has been submitted and accepted)
- 2.4. Contractors Service Agreement TMPs must not be used for construction or resurfacing activities that require an unattended site to be left. (Unless a Road space booking has been submitted and accepted)
- 2.5. Contractors using Service Agreement TMPs have no rights to the road space and must allow others who have a site specific TMP access to the site, unless a road space booking has been submitted and Accepted in which case Collaboration is required.
- 2.6. Contractors using Service Agreement TMPs must be use their plans in accordance with “How to use Service Agreement Plans” flow chart which is attached to the cover notes of all Accepted Service agreement TMPs.
- 2.7. Process for submitting a Service Agreement TMP
- 2.8. Submit the Service agreement TMP application via TMPforCHCH,
- 2.9. Title the application within TMPforCHCH must include reference to being a Service agreement TMP
- 2.10. Place a single pin and simple box drawn around it in a park, or an area not within the road reserve, and attach TMP documentation.
- 2.11. Service Agreement Traffic Management plans Must use a CoPTTM Full Form TMP proforma
- 2.12. TMPs to be submitted with at least 10 working days available for CTOC to Process the Service Agreement Plan Application.
- 2.13. Service Agreement TMP Notes
- 2.14. An accepted Service Agreement TMP may also be submitted as a referenced traffic management diagram for a road space booking.
- 2.15. Removal of privilege to have a Service Agreement TMP
- 2.16. CTOC operates a “three strikes and you’re out” philosophy. Those granted a Service agreement TMP must comply with the requirements of their Service Agreement TMP or risk the approval to use that Service Agreement TMP being revoked, after three non-conformance events within a 6 Month period.
- 2.17. Service Agreement TMPs require 10 working days to process.

### **3. Road space bookings**

- 3.1. Available to, be applied for by, Contractors who have an accepted Generic TMP or Service Agreement.
- 3.2. Road space booking maybe used when proposed works exceed the accepted impacts outlined in a Service Agreement or Generic TMP.
- 3.3. The increase in impact may include a request for an unattended site, book a section of road space for more than one day or requesting a reduction in capacity by using a diagram marked as "Emergency or Night works only."
- 3.4. Conditions of usage
- 3.5. Road space bookings not to exceed 2 weeks or 10 working days.
- 3.6. Process for submitting a Service Agreement TMP
- 3.7. Submit completed road space booking application via TMPforCHCH, Within the application methodologies proposed to be utilised must be referenced from the accepted Generic TMP or Service Agreement, Diagram numbers is sufficient.
- 3.8. Place a pin in the map and draw box showing the extent of proposed works and signage.
- 3.9. Road space bookings require 5 working days to process.