

**Preparing for LTP online**  
**Studies and strategy/plan development**

# Change Control

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<b>Date</b>	<b>Ver</b>	<b>By</b>	<b>Content Changed</b>
25/09/08	1.1	Anusha Naran	Fields updated to reflect the system release in Production as at 25/09/08.
07/10/08	1.2	Anusha Naran	Fields and screens updated for more clarity. Screens updated to reflect Production as at 06/10/08.

# Studies and strategy/plan development

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## Studies and strategy/plan development

PP&F C4.2

Approved organization or the NZTA (for state highway or national activities) can request funding for a study or strategy/plan development. Only activities eligible under work category 002 (studies and strategies) and 003 (activity management plans) can be submitted. Studies and strategy/plan development takes place prior to the investigation or design of a package, project and prior to the implementation of an activity management plan. The study and strategy/plan development phase focuses on the problem assessment, the development and assessment of alternative strategies to solve the identified problems and identification of the preferred strategy or plan. The study and strategy/plan development phase does not include development of a scheme assessment report, geotechnical analysis, obtaining designations, land acquisition or land entry requirements. This work category excludes:

- RLTS preparation and management and RPTP preparation and management
- Implementation of transport demand management and travel behaviour change activities, including travel planning and neighbourhood accessibility planning.
- Travel planning and neighborhood accessibility planning, behaviour change activities
- investigation, development and assessment of a project or activity including use of transport models - these are part of the cost of the project or activity
- network and asset management, including implementation and operation of asset management systems, operation and management of the land transport network and network surveys

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## What do s16 / s20 mean?


S16 - Minimum information required with Programme Application.  
S20 - Additional information required with Funding Application

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# Creating a new Studies and strategy/plan development

## Create a new activity

To create a new Studies and strategy/plan development, follow the steps below:

Step	Action
1	From the "My LTP Online" page, select " <b>Activity Edit</b> " from the left hand menu or the box in the centre of the web page
2	Select " <b>New programme component</b> " from the left hand menu
3	Select the type of Programme component you wish to create, e.g. Studies and strategy/plan development
	
4	Complete the details on this page and future pages
5	As you complete a screen you can either select " <b>Next</b> " or " <b>Save changes</b> ".
6	You can also go back at any stage by selecting " <b>Previous</b> "

## Edit activity

If you want to edit a Studies and strategy/plan development, follow the steps below:

Step	Action
1	From the "My LTP online" page, select " <b>Activity Edit</b> " from the left hand menu or the box in the centre of the web page
2	This screen shows the list of activities for the organisation
3	Select the activity you wish to edit
4	Make the necessary changes

# Studies and strategy/plan development

## Screens

The following screens are indicative only.

**Wellington City Council Land Transport Programme  
New programme component**

**Select the type of Programme Component you wish to create:**

**Improvement Projects:**

- Generic Project (Stand alone project) ?
- Standard/Regular Project ?
- Complex Project ?
- Studies and strategy/plan development ?**
- Emergency Works ?
- Community Focused Activities

**Other components:**

- Strategies (for support only)
- Package


**Annual Programmes and 10yr forecasts:**

- Maintenance, Operations and Renewals Programme ?

**Project Type Help**

Studies:	Studies and strategy/plan development
	Approved organization or the NZTA (for state highway or national activities) can request funding for a study or strategy/plan development. Only activities eligible under work category 002 (studies and strategies) and 003 (activity management plans) can be submitted. Studies and strategy/plan development takes place prior to the investigation or design of a package, project and prior to the implementation.

# Studies and strategy/plan development




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**My LTP online Activity list**  
**New programme component**  
**New project**  
**Logout**

Complete the information in each field, tab to move to next field

To save entries, click on the "Save changes" button or select "Next" or "Previous" to move to another page

Move between pages by clicking the "Next" or "Previous" buttons or select the page you wish to go to from the menu

Click on the  to open help window






**User guide**

**Email LTP online administrator**

## Wellington City Council Land Transport Programme

### New project

#### New project - Project outline - Project details

Project name <small>s16</small> 	<input type="text" value="Training"/>
Your reference	<input type="text"/>
Date of last update	07/10/2008
Project description <small>s16</small> 	<input style="height: 40px;" type="text" value="Training"/>
Describe the background to the study, strategy or plan development 	<input style="height: 40px;" type="text"/>
What is the objective or objectives to be achieved by the study, strategy or plan development <small>s16</small> 	<input style="height: 40px;" type="text"/>
Select the main contribution this study will have towards the purpose and objectives of the LTMA <small>s16</small>	<div style="border: 1px solid black; padding: 2px;"> -- Select one:   -- Select one:  Integration  Sustainability  Responsiveness  Economic development  Safety and security  Access and mobility  Public health </div>

## Project Details

s	Field Name	Help Text	Example Text
16	Project name	Enter the name of the strategy (or plan) in terms that describe it uniquely, and are meaningful to others. Use topographic names to distinguish the study from others.	"Transportation Activity Management Plan - 2009 Update"
	Your reference		
	Date of last update		
16	Project description	Describe what will be studied and where.	This study examines opportunities in the Wakatipu basin to reduce the negative impact of transport on the environment. OR The 2009 update for the AMP will focus on improving the risk management and level of service sections.
	Describe the background to the study, strategy or plan development	Briefly describe the history of this project. Focus on significant events and decisions.	When the Council adopted the RLTS in 2006 it requested staff to investigate further opportunities in the east west corridor. After discussions with district councils in 2007, it was agreed to work together and that the Region would lead. OR Activity Management Plan was last reviewed in 2002.
16	What is the objective or objectives to be achieved by the study, strategy or plan development	Describe the research questions and/or policy objectives that the study and/or strategy/plan development aims to address. Please be specific.	The study will provide evidence on what mix of TDM, PT and new roading is needed to achieve the GPS targets on PT and W&C in the South-East corridor. OR This AMP update will form the basis of the justification for the transportation funding plan in the next LTCCP
16	Select the main contribution this study will have towards the purpose and objectives of the LTMA		



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  - Project outline
  - Project details
  - Location
  - Regional land transport programming
  - Contributing

## Wellington City Council Land Transport Programme Training Edit project - Project outline - Location

Brief description of location	<input type="text"/>	
Please provide a map of location <small>520</small>	<input type="text"/> <input type="button" value="Browse..."/>	
<input type="button" value=" &lt;&lt; Previous"/>	<input type="button" value=" Save changes"/>	<input type="button" value=" Next &gt;&gt;"/>

### Location

s	Field Name	Help Text
	Brief description of location	Provide a description of the location.
20	Please provide a map of location	Attach a map of the location.



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  - Project details**
  - Location
  - Regional land transport programming
  - Contributing organisations
  - Readiness
  - Seriousness and urgency
  - Effectiveness

## Wellington City Council Land Transport Programme Training

### Edit project - Project outline - Regional land transport programming

Is this project regionally significant?	No
If yes, why is this project regionally significant?	
Is this project inter-regionally significant?	No
Will this project be included in the regional land transport programme?	Yes
If no, for what reason has the project been excluded from the programme?	
What priority has the project been given in the regional land transport programme?	
Comment on the regional authority decision	
Primary regional priority	
Secondary regional priority	

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**Project outline - Regional land transport programming**

Chapter C

Significant activities – PP&F C1.3  
Note: Each RTC may have adopted its own definition and these should be referred to.

This page is used by the Regional land transport committee users for prioritisation.

s	Field Name	Description / Help Text	Example Text
	Is this project regionally significant?	Does the project exceed the threshold for this type of activity as set out in the significance policy that the RTC has developed for RLTPs?	
	If yes, why is this project regionally significant?		The project exceeds the significance threshold of \$X million for a regional arterial roading project.
	Is this project inter-regionally significant?	Does the project exceed the threshold for this type of activity as set out in the significance policy that the RTC has developed for RLTPs?	
	Will this project be included in the regional land transport programme?		
	If no, for what reason has the project been excluded from the programme?	Requires specific reasons for declining the project. These may include, for example, not meeting any work category definition, affordability issues or no/insufficient contribution to GPS targets/LTMA purpose and objectives.	The project was excluded from the programme because it did not meet any work category definition and so could not qualify for funding from the NLTF.
	What priority has the project been given in the regional land transport programme?		
	Comment on the regional authority decision	Provide a brief explanation, which may relate to the profile assessed by the RTC. As part of its preparation of the RLTP, the RTC must state the transport priorities for the region that will address identified problems, issues and opportunities. The priority that the project contributes the greatest to is to be selected from the list of priorities.	Funding profile of HHH, hence high priority.
	Primary regional priority	As part of its preparation of the RLTP, the RTC must state the transport priorities for the region that will address identified problems, issues and opportunities. The priority that the project contributes the most to after the primary priority is to be selected from the list of priorities.	
	Secondary regional priority	Does the project exceed the threshold for this type of activity as set out in the significance policy that the RTC has developed for RLTPs?	



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My LTP online

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New programme component

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## Wellington City Council Land Transport Programme Training

### Edit project - Project outline - Contributing organisations

Please select the approved organisations that will contribute to this study, strategy or plan development

	-- Select one:
	-- Select one:
	Ashburton District Council
	Auckland City Council
	Auckland Highway & Network Operations
	Auckland Regional Council
	Auckland Regional Transport Authority
	BOP Highway & Network Operations
	Buller District Council
	Canterbury Highway & Network Operations
	Carterton District Council
	Central Hawkes Bay District Council
	-- Select one:
	-- Select one:
	-- Select one:
Please provide a package stakeholder agreement or similar document (if available)	<input type="text"/> <input type="button" value="Browse..."/>
Readable by: <input checked="" type="checkbox"/> Project owner <input checked="" type="checkbox"/> NZTA <input checked="" type="checkbox"/> Others	

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### Contributing Organisations

s	Field Name
	Please select the approved organisations that will contribute to this study, strategy or plan development
	Please provide a package stakeholder agreement or similar document (if available)

## Wellington City Council Land Transport Programme Training Edit project - Readiness

<b>Completeness of the terms of reference</b> 	
Please attach full terms of reference <sup>s20</sup> 	<input style="width: 100%;" type="text"/> <input type="button" value="Browse..."/>
Do the terms of reference for the proposed study, strategy or plan development cover all the items required, as stipulated in the Agency's Planning, Programme and Funding Manual? <sup>s20</sup> 	<input style="width: 100%; height: 30px;" type="text"/>  <input style="width: 100%; height: 30px;" type="text"/> 
Are there any outstanding issues about the scope of the project? 	<input style="width: 100%; height: 30px;" type="text"/>  <input style="width: 100%; height: 30px;" type="text"/> 
What are the issues yet to be agreed between parties to the project?	<input style="width: 100%; height: 30px;" type="text"/>  <input style="width: 100%; height: 30px;" type="text"/> 
What are the constraints on completing the study, strategy or plan development?	<input style="width: 100%; height: 30px;" type="text"/>  <input style="width: 100%; height: 30px;" type="text"/> 
How the needs of the transport disadvantaged been considered?	<input style="width: 100%; height: 30px;" type="text"/>  <input style="width: 100%; height: 30px;" type="text"/> 
<b>Procurement</b>	
Are you operating under NZTA approved procurement strategy? <sup>s20</sup> 	<input type="radio"/> Yes <input type="radio"/> No
Are the procurement procedures proposed for this project consistent with your procurement strategy and approved by NZTA for your use? <sup>s20</sup> 	<input style="width: 100%; height: 30px;" type="text"/>  <input style="width: 100%; height: 30px;" type="text"/> 
If you do not have a procurement strategy, what procurement procedures are you intending to use? <sup>s20</sup> 	<input style="width: 100%; height: 30px;" type="text"/>  <input style="width: 100%; height: 30px;" type="text"/> 

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## Readiness

s	Field Name	Help Text	Example Text
	<b>Completeness of the terms of reference</b>	If the terms of reference is not yet finalised, please explain what is still missing.	The terms of reference still have to be agreed by the partners. One part that is still being worked on is the down and upstream impacts that have to be taken into account during the study.
20	Please attach full terms of reference	Upload of the terms of reference is mandatory for any study. If the terms of reference is not finalised then please upload the latest version of the ToR and explain in your answer on the previous question what is missing at this stage.	
20	Does the terms of reference for the proposed study, strategy or plan development cover all the items required, as stipulated in the Agency's Planning, Programme and Funding Manual?	See part F2 of the Agency's Planning, Programme and Funding Manual	Possible alternatives and options to be considered are undefined but will be part of the work included in the study/strategy development/ updating the activity management plan.
	Are there any outstanding issues about the geographical boundaries for the project	Please describe any issues about the boundaries of the study area, for instance because of stakeholder's interests, modelling capabilities or estimated upstream or downstream impacts.	Modelling may show the proposed projects will have upstream impacts, particularly on the local roads connecting to the South off-ramp. If this appears to be the case then the study area may have to be enlarged.
	Are there any outstanding issues about the parties to the project?	Please describe any issues about the participation of the partners or about the possible participation of new partners. Issues could for instance be around the financial contribution, the staffing time available, and expertise available, modelling/tools available, political commitment.	Waikato district would like to participate in the study but does not yet know in what form. Their contribution is likely to be small due to capacity problems.
	Are there any constraints on completing the study, strategy or plan development on time?		The model to be used is still in development and any delays are likely to result in delays for this study.
	<b>Procurement</b>		
20	Are you operating under NZTA endorsed procurement strategy?	A result of NZTA's procurement review is that all organisations procuring activities funded from the NLTF will be required to have a procurement strategy, which will need to be endorsed by NZTA. This will take some time to institute and does not preclude organisations procuring without a strategy for the interim.	
20	Are the procurement procedures proposed for this project consistent with your procurement strategy and approved by NZTA for your use?	The procurement strategy will stipulate whether the organisation will operate with a basic suite of procurement procedures or has the capability and need to operate with an extended suite of procedures, including special procedures. The procurement procedure proposed for this project must be consistent with those set out in the strategy.	
20	If you do not have a procurement strategy, what	State the relevant procurement procedures to be used for the project from the CPP Manual. If a specific procurement	We will competitively tender the project and evaluate it using the Weighted

	procurement procedures are you intending to use?	procedure or variation is required for the project, state what this is and reference the uploaded document that sets out the specific procedure or variation. Seek advice from your NZTA representative if needed.	Attribute Method as set out in the CPP Manual. OR The update of the activity management plan will be completed by Council's own asset management group, only the peer review will be completed by external consultants.
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## Wellington City Council Land Transport Programme Training

### Edit project - Readiness - Readiness assessment

<b>Assessment of readiness</b>	
<b>Project owner assessment</b> <span style="font-size: small;">?</span>	
Assessment of readiness <span style="font-size: x-small; color: green;">s16</span>	
Is this proposal ready to proceed? <span style="font-size: x-small; color: green;">s16</span> <input type="radio"/> Yes <input type="radio"/> No	
<b>Regional land transport committee's assessment</b>	
Assessment of readiness	
Is this proposal ready to proceed?	
<b>NZ Transport Agency's assessment</b>	
Assessment of readiness	
Is this proposal ready to proceed?	

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**Readiness -  
Assessment**

PP&F G6

s	Field Name	Help Text
	<b>Assessment of readiness</b>	
	Project owner assessment	Project owners have to self-assess their projects and packages. The assessment must be based on the evidence provided in LTP online. Note that an upload of the Terms of Reference is mandatory for any study to proceed.
16	Assessment of readiness	
16	Is this proposal ready to proceed?	
	<b>Regional land transport committee's assessment</b>	
	Assessment of readiness	
	Is this proposal ready to proceed?	
	<b>New Zealand Transport Agency's assessment?</b>	
	Assessment of readiness	
	Is this proposal ready to proceed?	




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Complete the information in each field, tab to move to next field

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User guide

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## Wellington City Council Land Transport Programme Training

### Edit project - Seriousness and urgency

<b>Problem seriousness</b>	
Describe the trends in the condition or performance of the land transport system that explains why the study, strategy or plan development required 	<input style="width: 100%; height: 30px;" type="text"/>
Select the predominant objective being addressed <sup>s20</sup>	-- Select one: <input style="width: 90%;" type="text"/>
Select the predominant issue being addressed <sup>s20</sup>	-- Select one: <input style="width: 90%;" type="text"/>
What is the seriousness of the predominant issue <sup>s20</sup> 	<input style="width: 100%; height: 30px;" type="text"/>
Summarize any additional issues the study, strategy or plan looks to address 	<input style="width: 100%; height: 30px;" type="text"/>
<b>Urgency</b>	
Select the reason that makes the predominant issue urgent <sup>s20</sup>	-- Select one: <input style="width: 90%;" type="text"/>
Describe the urgency to resolve the issues <sup>s20</sup> 	<input style="width: 100%; height: 30px;" type="text"/>
What are the consequences of delaying this study, strategy or plan development <sup>s20</sup> 	<input style="width: 100%; height: 30px;" type="text"/>
<b>Strategic alignment</b>	
What importance is given to the problem in national, regional and local strategies <sup>s20</sup> 	<input style="width: 100%; height: 30px;" type="text"/>
What importance is given to the problem in NZTS and GPS targets <sup>s20</sup> 	<input style="width: 100%; height: 30px;" type="text"/>
Describe any additional aspects of the regional or local strategic context of the proposal 	<input style="width: 100%; height: 30px;" type="text"/>

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## Seriousness and Urgency

s	Field Name	Help Text	Example Text
	<b>Problem seriousness</b> Describe the trends in the condition or performance of the land transport system that explains why the study, strategy or plan development required	Briefly describe the prime transport performance indicator that the proposal will affect noting the current trend and any related NZTS/GPS target. This should identify the performance indicator that could be used to assess the success of the project. E.g. route travel times, crash rates, bus patronage, mode share of short trips.	Bus patronage has declined over the last ten years with 6%. Traffic demand has increased with 10% over the last 4 years, particularly the growth to and from the airport has been high. These changes were not included in the demand forecasts for the last AMP review.
20	Select the predominant objective being addressed		
20	Select the predominant issue being addressed		
20	What is the seriousness of the predominant issue	Provide evidence why the selected problem/issue is serious. Describe the magnitude of the problem/issue in quantitative terms. If a high rating is given, then the evidence provided has to show that the seriousness of the issue is well above average in the New Zealand context.	Examples are: - There was a fatality and two serious injuries on this section of road over the last five years. - The road rating on the Kiwirap's national list of high risk road sections is 29. - Due to the growth strategy the population of this area is increasing by 90% and therefore it is expected that congestion will increase by 20% over the coming ten years. - A large primary school (roll of over 100 students) is located at 20 meters from the road and this creates public health and safety issues. - Cyclist are using the road which is frequently used by heavy trucks because of the proximity of the harbour; - police reports mention that there have been 19 'almost accidents' in 2007 and 2 serious injuries. - Public transport mode share is 2% and this low, compared to other areas in the city and compared to the national average of x%. The 2002 AMP scored below average in the LTNZ AMP review.
	Summarize any additional problems the study, strategy or plan looks to address	Describe any other problems, issues and opportunities that the project addresses. Be to the point, concise and provide evidence.	A 2008 bridge inspection report has identified a number of at risk timber bridges on the network.
	<b>Urgency</b>		
20	Select the issue that makes the predominant problem urgent	Some projects are urgent due to external factors, such as those short listed. If none of the pre-defined reasons for urgency apply, then select other/none.	
20	Describe the urgency to resolve the problems	Provide evidence why the selected reason for urgency applies. Do not reiterate the seriousness of the issue. Urgency is about external factors such as short listed in the previous question.	The probability of an event that would result in a collapse is once in 100 years which is considered to be a too high risk given the significant traffic volumes crossing the bridge. Transport problems

			will rapidly deteriorate in the period 2011-2015 due to completion of Brownfield and Greenfield developments.
20	What are the consequences of delaying this study, strategy or plan development	Explain the consequences for different stakeholders (the public, government, the approved organisation, the NZTA).	Delaying the proposal would imply that it remains unclear to what extent TDM and additional PT services are able to avoid or defer major new roading investments.
	<b>Strategic alignment</b>		
20	What importance is given to the problem in national, regional and local strategies	Explain what priority is given to the problem/issue addressed by the project in relevant national, regional and local strategies, particularly the RLTS, any sub regional transport strategy, districts plans, the LTCCP and national strategies such as the NEECS. Focus on the issue/problem the project addresses, not the solution the project provides.	The project is given priority 23 by the RTC. One of the objectives of the RLTS is to complete seal extensions in the area before 2015 and this project will achieve this objective.
20	What importance is given to the problem in NZTS and GPS targets	Please refer to any targets that are associated with the problem/issue.	The studies primary objective is to investigate route efficiency. This is not prioritised by the GPS, given that most routes in the study area are not considered to be critical routes. However, the study will also look at reduced accident risks resulting from new road improvements and this does contribute to the GPS target on safety.
	Describe any additional aspects of the regional or local strategic context of the proposal	Please be succinct and include only aspects that are likely to add value to the assessment.	The AMP review will consider if improvements to network operations can enhance the use of existing infrastructure rather than adding new road capacity



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## Wellington City Council Land Transport Programme Training

### Edit project - Seriousness and urgency - Assessment

<b>Assessment of seriousness and urgency</b>	
<b>Project owner assessment</b> <span style="font-size: small;">?</span>	
Assessment of seriousness and urgency	<input type="text"/>
Seriousness and urgency profile rating <span style="font-size: x-small;">s16</span>	-- Select one: <input type="button" value="v"/>
<b>Regional land transport committee's assessment</b>	
Assessment of seriousness and urgency	
Seriousness and urgency profile rating	
<b>NZ Transport Agency's assessment</b>	
Assessment of seriousness and urgency	
Seriousness and urgency profile rating	

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**Seriousness  
and Urgency  
–  
Assessment**

s	Field Name	Help Text	Example Text
	<b>Assessment of seriousness and urgency</b>		
	<b>Project owner assessment</b>	Project owners have to self-assess their projects and packages. The assessment must be based on the evidence provided in LTP online. By default the rating is low. Only when a project addresses one of the issues mentioned in the NZTS and GPS (see PPFM part G) and does not have significant adverse effects on any of the other issues mentioned, then a medium or high rating can be given. A high rating may only be given if there is clear evidence that the seriousness or urgency of the problems addressed is well above average within the New Zealand context.	The project has a high seriousness and urgency rating because traffic congestion will rapidly grow when Greenfield development will take off. Although this is not expected to happen till 2020, it is important to start the study now to ensure that preparatory works (such as designation) will start on time.
	Assessment of seriousness and urgency		
16	Seriousness and urgency profile rating		
	<b>Regional land transport committee's assessment</b>		
	Assessment of seriousness and urgency		
	Seriousness and urgency profile rating		
	<b>New Zealand Transport Agency's assessment</b>		
	Assessment of seriousness and urgency		
	Seriousness and urgency profile rating		



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## Wellington City Council Land Transport Programme Training Edit project - Effectiveness

Alternatives and options	
How does the proposal address the identified problems/issues? <span style="color: green;">s20</span> ?	
What collaboration has been done or will be done with stakeholders? <span style="color: green;">s20</span> ?	
What options and alternatives will be considered during the study? <span style="color: green;">s20</span> ?	

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## Effectiveness

s	Field Name	Help Text	Example Text
20	<b>Alternatives and options</b> How does the proposal address the identified problems/issues?	Describe how the proposed activities will help to solve the identified problems.	During the study we will have regional workshop that will develop possible intervention strategies. A few promising strategies will be selected for further analysis, using an EMME2 model. The aim of the strategy is to select the strategy that is affordable and best solves the identified problems. The improvement plan in the last AMP review identified as the top 3 priorities the need to provide service level targets for each area, analyse customer queries to assist in defining LOS and improve forecasting of log harvests.
20	What collaboration has been done or will be done with stakeholders?	Describe how stakeholder participation is used to develop, optimise and select alternatives.	During the study we will have regional workshop that will develop possible intervention strategies. It is the intention to invite the surrounding districts, Infratil, the local community board, hospital staff to the workshop. OR The heavy haulage operators in the district have agreed to meet quarterly and provide details of cartage routes. Although most state highway standards are defined nationally, meetings with adjacent TAs will occur as the AMP is being reviewed.
20	What options and alternatives will be considered during the study?	Alternatives are other means of achieving the same goal either totally or partially replacing the proposal. In general one should always consider whether the objectives of the project could also be achieved by low cost measures such as transport demand management, providing multi-modal solutions, and optimisation of existing networks by small scale improvements. The LTMA stipulates that the NZTA can only approve activities if it is satisfied that the activity has, to the extent practicable, been assessed against other land transport alternatives. Project proposers must therefore show that all reasonable alternatives have been considered by providing a list of all the alternatives that have been or will be considered during the study/strategy development phase of the project. Consideration of alternatives is part of the study/strategy development phase of the project (while consideration of different options within the chosen alternative is part of the investigation phase).	Alternatives that will be investigated are likely to include 1) PT priorities at intersections and small road improvements 2) PT lanes and small road improvements 3) New SH bypass 4) Small bypass using existing local roads 5) small bypass plus PT priorities. Choices between demand management, routine maintenance, renewals and new works are assessed using whole of life cost comparisons.



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## Wellington City Council Land Transport Programme Training Edit project - Effectiveness - Assessment

<b>Assessment of effectiveness</b>	
<b>Project owner assessment</b> <span style="font-size: small;">?</span>	
Assessment of effectiveness <span style="font-size: x-small; color: green;">s16</span>	<input style="width: 100%; height: 40px;" type="text"/>
Effectiveness profile rating <span style="font-size: x-small; color: green;">s16</span>	-- Select one: <span style="font-size: x-small;">▼</span>
<b>Regional land transport committee's assessment</b>	
Assessment of effectiveness	
Effectiveness profile rating	
<b>NZ Transport Agency's assessment</b>	
Assessment of effectiveness	
Effectiveness profile rating	

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### Effectiveness – Assessment

s	Field Name	Help Text
<b>Assessment of Effectiveness</b>		
	Project owner assessment	Project owners have to self-assess their projects and packages. The assessment must be based on the evidence provided in LTP online. A high rating for effectiveness must only be given if the study explores all possible alternatives (including TDM, PT and W&C alternatives), involves all relevant stakeholders, is likely to make a significant contribution to achieving multiple Government's GPS targets and will not have significant adverse effects on any of the other GPS targets.
16	Assessment of effectiveness	
16	Effectiveness profile rating	
<b>Regional land transport committee's assessment</b>		
	Assessment of effectiveness	
	Effectiveness profile rating	
<b>New Zealand Transport Agency's assessment</b>		
	Assessment of effectiveness	
	Effectiveness profile rating	



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## Wellington City Council Land Transport Programme Training Edit project - Affordability - Funding availability

Has funding for this project been identified in the relevant LTCCPs? <span style="color: green;">s16</span> <span style="border: 1px solid black; padding: 0 2px;">?</span>	
Has formal agreement been obtained for all third party and external sources including lump sum or cost share divisions? <span style="color: green;">s16</span> <span style="border: 1px solid black; padding: 0 2px;">?</span>	
<b>NZTA use only</b>	
Assessment of funding plan	
Is the funding plan acceptable to this application	

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### Affordability – Funding availability

s	Field Name	Help Text	Example Text
16	Has funding for this project been identified in the relevant LTCCPs	Funding for approved organisation projects should be identified in the relevant LTCCPs, if a local share is incorporated in the funding plan. Please state the level of funding identified in the relevant LTCCPs. For R and C funding, state the RTC's recommendation for the use of these funds for the project. If the RTC has not been approached for a recommendation, please state this as well as a view as to when the RTC will be approached.	Funding for the study has been identified in the Council's 2006 LTCCP. Refer to page (XX), section (XX).
16	Has formal agreement been obtained for all third party and external sources including lump sum or cost share divisions?	Answer required if supplementary funds from third parties and external sources have been identified. Evidence of agreement should be referenced and provided on request from NZTA.	A Memorandum of Understanding dated (date) has been formally agreed between (names). The MoU has been attached.
	<b>NZTA use only</b>		
	Assessment of funding plan		
	Is the funding plan acceptable to this application?		



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Complete the information in each field, tab to move to next field.

To save entries, click on the "Save changes" button or select "Next" or "Previous" to move to another page.

Move between pages by clicking the "Next" or "Previous" buttons or select the page you wish to go to from the menu.

Click on the **?** to open help window.

User guide  
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## Wellington City Council Land Transport Programme Training Edit project - Timing and costs

<b>Outline</b>		Studies, strategies or plans	
Initial NLTIP		2009/10	
Phase scope			
Development status <sup>*16</sup>		-- Select one: --	
Work category <sup>*16</sup> ?		-- Select one: --	
Comment on activity phase			
<b>Costs (10 yrs)</b>		Enter the budgeted costs for each year of the proposal including those from additional funding sources	
<b>Year</b>	<b>Total cost <sup>*16</sup></b>	<b>Totals (\$) <sup>*16</sup></b>	<b>3rd party contributions (\$) <sup>*16</sup> Cost less supplementary funding</b>
2009/09			
2009/10			
2010/11			
2011/12			
2012/13			
2013/14			
2014/15			
2015/16			
2016/17			
2017/18			
2018/19			
2019/20			
Total construction cost (including escalation & Property)			
<b>Proposed Funding</b>			
Primary funding source -- Select one: --			
Additional funding source -- Select one: --			
Additional funding source -- Select one: --			
Funding source comment:			
NZTA use only			
<b>Regional office recommendation</b>			
Rate your confidence in the project proceeding to implementation			
Comment on your confidence rating			
Recommended development status			
Recommended work category			
Comment on your programme recommendation above			
<b>National office assessment</b>			
Assessment of Programming			
NLTIP development status			
NLTIP work category			
<b>Funding</b>			
Assessment of Funding			
Funding action			
Will this project be managed as part of a block? No			
<b>FAR</b>			
<b>Funding source</b>	<b>NLTIP Funding source</b>	<b>FAR (%)</b>	<b>Funding policy</b>
Primary	National		NZTA (\$) <input type="text"/>
Additional			
Additional			
Additional			
<b>Effective FAR:</b>			
Funding source has s			
Funding source and FAR comment			

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## Timing and Costs

s	Field Name	Help Text
	<b>Outline</b>	
	Feasibility study or Strategic study	
	Initial NLTP	Initial NLTP should be set to the 3 year period the phase is expected to be funded in. If the phase is expected to be funded in the current 3 year NLTP, i.e. as a new approval request in a monthly review, then the current 3 year NLTP should be selected. If the phase is expected to be included in the next 3 year NLTP as a category 1 or category 2 project then the next 3 year NLTP should be selected.
16	Development status	Category 1 (cat 1) activities are those that are ready for approval for funding in accordance with section 20 of the LTMA. This includes that the prior phase has been completed and the next phase is ready to commence. Category 2 (cat 2) activities are those that the NZTA can anticipate funding within the three years of the NLTP, but that do not meet category 1 requirements. Reserve activities are those that have been included in and are insufficiently developed, or have insufficient priority for the NZTA to anticipate funding within the three years of the NLTP.
16	Work category	
	Comment on activity phase	
	Costs (10 yrs)	
	Enter the budgeted costs for each year of the proposal including those from additional funding sources	
	Table PHASE_COST start	
	Year <N>	
	Year <N> total cost (\$)	Please include the total cost of the study for all partners, excluding the NZTA (if any). Funding for the NZTA part has to be submitted separately, given the different FAR.
	Year <N> 3rd party contributions(\$)	
	Year <N> FAR (%)	
	Cost less supplementary funding	
	Year <N> NLTA (\$)	
	Table PHASE_COST end	
	<b>Proposed Funding</b>	
	Primary funding source	
	Additional funding source	
	Additional funding source	
	Funding source comment	
	Your phase reference	
	<b>NZTA use only</b>	
	<b>Regional office recommendation</b>	
	Rate your confidence in the project proceeding to implementation	Please give your opinion on the likeliness that the project will actually be implemented in this NLTP period. A high confidence rating can be given if, by the best of your knowledge, this phase of the project will surely be implemented in this NLTP period. A medium or low rating should be given if there are doubts that the phase of the project will be implemented, for instance because not much preparatory work has been done till now.

	Recommended development status	
	Recommended work category	
	Recommended work category	
	Comment on your programme recommendation above	Describe whether the submission is adequate, and will therefore proceed to assessment, or is inadequate in which case it will be referred back to the applicant. If the confidence in the project implementation is rated medium or low, then please include an explanatory comment.
	<b>National office assessment</b>	
	Assessment of Programming	
	NLTP development status	
	NLTP work category	
	NLTP work category	
	<b>Funding</b>	
	Assessment of Funding	Give the assessment profile and a summary of the conclusion
	Funding Action	
	<b>FAR</b>	
	Table FAR start	
	Funding source	
	NLTP Funding source	
	FAR (%)	
	Funding policy	
	NLTA (\$)	
	Table FAR end	
	Funding source basis	
	Funding source and FAR comment	



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### Edit project - Supporting information - Electronic documents ?

Attach electronic documents:	
Location map <sup>s20</sup>	Browse...
Package stakeholder agreement or similar document	
Readable by: <input checked="" type="checkbox"/> Project owner <input checked="" type="checkbox"/> NZTA <input checked="" type="checkbox"/> Others	
Terms of reference <sup>s20</sup>	
Document type	Browse...
Readable by: <input checked="" type="checkbox"/> Project owner <input checked="" type="checkbox"/> NZTA <input checked="" type="checkbox"/> Others	
Document type	Browse...
Readable by: <input checked="" type="checkbox"/> Project owner <input checked="" type="checkbox"/> NZTA <input checked="" type="checkbox"/> Others	
Document type	Browse...
Readable by: <input checked="" type="checkbox"/> Project owner <input checked="" type="checkbox"/> NZTA <input checked="" type="checkbox"/> Others	

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### Supporting Information – electronic Documents

s	Field Name
	Attach electronic documents:
20	Location map
	Package stakeholder agreement
20	Terms of reference
	Other
	Attach
	Other



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Complete the information in each field, tab to move to next field  
 To save entries, click on

## Wellington City Council Land Transport Programme Training

### Edit project - Supporting information - Hard copy documents ?

Hard copies submitted to Land Transport NZ:	
Location map	<input type="checkbox"/>
Package stakeholder agreement	<input type="checkbox"/>
Terms of reference	<input type="checkbox"/>
Other	<input type="checkbox"/>
Other document name	<input style="width: 90%;" type="text"/>
Other	<input type="checkbox"/>
Other document name	<input style="width: 90%;" type="text"/>
Other	<input type="checkbox"/>
Other document name	<input style="width: 90%;" type="text"/>
Other	<input type="checkbox"/>
Other document name	<input style="width: 90%;" type="text"/>
Other	<input type="checkbox"/>
Other document name	<input style="width: 90%;" type="text"/>

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### Supporting Information –Hard Copy Documents

s	Field Name
	Hard copies submitted to Land Transport NZ:
	Location map
	Package stakeholder agreement
	Terms of reference
	Other
	Other document name



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## Wellington City Council Land Transport Programme Training Edit project - Project contact - Contact details

Please complete the contact details for this activity	
Contact name	<input style="width: 95%;" type="text"/>
Phone number	<input style="width: 95%;" type="text"/>
Mobile number	<input style="width: 95%;" type="text"/>
Email address	<input style="width: 95%;" type="text"/>

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### Contact Details

s	Field Name
	Please complete the contact details for this activity
	Contact name
	Phone number
	Mobile number
	Email address



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Review Name	vReview Year	Review Month	Request Type	Request Status
There are no review requests to display for the selected activity.				

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There are no conditions to display for this activity.

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