

Foreword

This *Planning, programming and funding manual* is the first to be published by the NZ Transport Agency (NZTA). The NZTA is the new Crown entity combining the expertise and functions of the former Land Transport New Zealand and Transit New Zealand agencies.

The NZTA is charged with contributing to an affordable, integrated, safe, responsive and sustainable land transport system. We work in partnership with regional and local authorities, the NZ Police, the transport industry and communities to achieve this.

The amended Land Transport Management Act has introduced significant changes in the land transport planning and funding framework. These changes mean new responsibilities and provide opportunities to improve the planning and funding system. This manual has been designed to capitalise on these opportunities. One of the key changes is signalled by the change of name for the manual. The *Programme and funding manual* has become the *Planning, programming and funding manual*, reflecting the important contribution we believe planning can make to better transport outcomes.

This manual will guide the 2009/10–2011/12 regional land transport programmes (RLTPs) and the National Land Transport Programme (NLTP) – the first three-year transport programmes. This manual sets out policy and procedures for developing and managing the RLTPs and NLTP during those cycles.

The procedures described in this manual have been developed to assist approved organisations to prepare and plan projects and activities for which they seek funding from the NZTA, within the framework of the NZTA's overall funding allocation process.

The NZTA has developed this manual by bringing together a working group of staff and advisers to translate the planning and funding requirements of the LTMA, as amended on and from 1 August 2008, into a practical and readily understandable 'how to' guide.

The NZTA welcomes suggestions from approved organisations and others for further improvements.

The NZTA would also like to thank all those who have contributed to the development of this manual. Local Government NZ and its members deserve a special mention for their positive approach in commenting on and contributing to the revised processes and policies in this manual.

Geoff Dangerfield

Chief Executive

August 2008

How we developed this manual

The NZ Transport Agency (NZTA) (and its predecessors, Land Transport New Zealand and Transit New Zealand) brought together a working group of staff and advisers to translate the planning and funding requirements of the Land Transport Management Act 2003 (LTMA), as amended on and from 1 August 2008, into a practical and readily understandable 'how to' guide.

Using this manual

It is intended that this manual be used by local government and other stakeholders in the land transport sector, when participating in the new regulatory framework.

As well as the new legal requirements, the manual sets out some recommendations as to good practice and also some practical suggestions from the NZTA as to how the LTMA framework might work in practice. We expect these proposals might evolve over time with experience.

What this guide does not cover

This guide does not cover decision-making processes or how to carry out consultation.

Disclaimer

This manual is intended to provide guidance to stakeholders in performing their roles and meeting their legal obligations in respect of land transport planning and funding. It is necessarily general and does not cover every conceivable situation. While the NZTA has taken care to provide accurate information, this manual is a general guide and is not a substitute for legal advice applicable to specific situations. Where there is a specific query concerning any of the processes or obligations contained in the LTMA, independent professional advice should be sought.

This manual has been prepared carefully and in good faith, but the NZTA is not liable for any errors in, or costs or losses arising from use of, this manual.

Amendment No 1 to the NZ Transport Agency's *Programme, Planning and Funding Manual*

Purpose	To announce the release of amendment 1 to the first edition of the NZ Transport Agency's Planning, Programming and Funding Manual (PPFM) relating to the assessment and prioritisation of activities that arise from the amended Government Policy Statement for Land Transport Funding and the NZTA's draft Investment and Revenue Strategy . These changes apply to the delivery of the 2009/12 National Land Transport Programme (NLTP) from 1 July 2009.
Attached	Amendment No 1 to the NZ Transport Agency's PPFM
Effective date	1 July 2009
Approved by	David Brash, General Manager Regional Planning and Programmes
Your actions	Go to the NZTA website (http://www.landtransport.govt.nz/funding/ppfm/index.html) to download and print copies of the PPFM amendment 1. Please amend your copy of the PPFM with the downloaded amendment.
Key changes	<p>The key changes contained in Amendment No 1 of PPFM are:</p> <ul style="list-style-type: none">• replacement of the 'seriousness and urgency' assessment factor with 'strategic fit'• GPS impacts are given emphasis through the 'strategic fit' factor• revised effectiveness assessment factor• prioritisation places greater weight on the economic efficiency factor• R funds allocated according to national prioritisation• Clarification of supplementary funds in relation to public transport activities.
Identification of changes	All changes to the manual are identified by a vertical line in the outside margin of the replacement pages.
Further copies	The amendment is available for download from the NZTA website (http://www.landtransport.govt.nz/funding/ppfm/index.html) in PDF format, and the HTML version will updated on both the NZTA and Smartmovez websites during July.
Feedback	The NZTA encourages feedback from users of the PPFM which can be directed to ppfm@nzta.govt.nz .

Amendment list

Amendment No	Effective Date	Description
1	1 July 2009	Chapter A1, page A1-1, pages A1-4 to A1-5 and pages A1-8 to A1-20
		Chapter A2, page A2-5 and pages A2-9 to A2-10
		Chapter B1, page B1-1, pages B1-5 to B1-10 and pages B1-13 to B1-18
		Chapter B4, pages B4-10 to B4-12
		Chapter C3, page C3-3, page C3-14 and page C3-19
		Chapter C10, pages C10-1 and pages C10-3 to C10-6
		Chapter C12, page C12-1 and page C12-12
		Chapter D3, pages D3-3 to D3-5, pages D3-7 to D3-10
		Chapter E5, page E5-11, page E5-13, page E5-24, pages E5-31 to E5-32, page E5-37 and page E5-41
		Chapter F2, pages F2-2 to F2-3, pages F2-12 to F2-14, page F2-16
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		Chapter F8, pages F8-2 to F8-6, pages F8-8 to F8-12
		Chapter F9, pages F9-12 to F9-14
		Chapter F10 page F10-1 and pages F10-22 to F10-24
		Chapter G, page G-1
		Chapter G1, pages G1-1 to G1-20
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