

Temporary Traffic Management Plan

Guidelines for Applicants

1. If you have not read the Cook Islands Code of Practice for Temporary Traffic Management, you must read it to understand how to design temporary traffic management for the Cook Islands. Preparing a design includes conducting a Site Risk Assessment. The risk level will determine the minimum requirements for your site plan. The minimum requirements must be met for you to get permission to undertake your project.
2. If long queues form or delays exceed 5 minutes (or any other period stipulated by the road manager), the site is to be disestablished or additional measures made available to avoid the delays.
3. Emergency Management:
 - a. You must ensure that your plan does not obstruct emergency vehicle access along the road or into accessways at any time.
4. Monitoring and Evaluation:
 - a. There will be onsite inspections by road manager inspectors to ensure you are complying with the approved plan.
 - b. The operation of the temporary traffic management will be assessed for its effectiveness and if there are any areas for improvement. This information will be communicated to you.
5. Approval of a Traffic Management Plan authorises the use of any regulatory signs included in the plan or attached traffic management diagrams. Signs must comply with the Cook Islands Road Sign Standards.
6. Communications:
The public must be informed of the temporary changes to traffic management via print, radio, television, social media and posted signs. The level of communications is to be consistent with the size of the project. See the table below to see what is required for public communications.

Project Tier Level	Requirements
Tier 1 – 1 to 3 weeks	1 week prior to project start: Social media post informing the public of upcoming temporary traffic management arrangements
	1 day prior to project start: Social media post informing the public of upcoming temporary traffic management arrangements
	1 hour prior to project start: Temporary road signs are placed at project start and end sites Barriers in place Traffic controllers on site
	1 week post project: Release survey on social media to gain feedback from the public on performance.
	2 weeks prior to project start:

Tier 2 – 4 to 7 weeks	Social media post informing the public of upcoming temporary traffic management arrangements
	1 week prior to project start: Social media reminder post informing the public of upcoming temporary traffic management arrangements Radio ad informing the public of upcoming temporary traffic management arrangements TV ad informing the public of upcoming temporary traffic management arrangements
	1 day prior to project start: Social media post informing the public of upcoming temporary traffic management arrangements
	1 hour prior to project start: Temporary road signs are placed at project start and end sites Barriers in place Traffic controllers on site
	1 week post project: Release survey on social media to gain feedback from the public on performance.
Tier 3 – 8+ weeks	3 weeks prior to project start with a 2 week repeat.
	1 week prior to project start: Social media post reminding the public of upcoming temporary traffic management arrangements Radio ad informing the public of upcoming temporary traffic management arrangements TV ad informing the public of upcoming temporary traffic management arrangements
	1 day prior to project start: Social media post informing the public of upcoming temporary traffic management arrangements
	1 hour prior to project start: Temporary road signs are placed at project start and end sites Barriers in place Traffic controllers on site
	1 week post project: Release survey on social media to gain feedback from the public on performance.

