



**Screen
Auckland**

Screen Auckland Reserved Parking

Traffic Management Plan

This document outlines the operational requirements for film productions who wish to 'reserve' parking areas for film activities within the road corridor across the Auckland region.

This document does not constitute approval to carry out any specific works and a location specific film parking permit application must be approved by the AT Special Events team on each occasion.

Location:

All roads within the Auckland region excluding state highways.

Description of activity:

Reserving parking spaces for essential film equipment vehicles related to film activities. This will be done by placing cones in marked car parking spaces or along the edge of the carriageway where no marked spaces are present.

Work programme:

24 hours a day, seven days a week as required, subject to agreed hours as per each site specific film parking permit approval.

On arterial roads or within business districts, these activities should be avoided during peak times wherever possible.

1. Equipment

- High visibility garments and suitable enclosed footwear must be worn when working within the road corridor.
- High visibility garments must be worn done up at all times.
- High visibility garments must comply with the NZTA Code of Practice for Temporary Traffic Management.
- Any cones placed within the road corridor must comply with the NZTA Code of Practice for Temporary Traffic Management.

2. Unloading

- Any staff member undertaking this activity must park legally in accordance with all traffic rules before unloading and beginning to set out any cones.
- Equipment should be unloaded from the left (kerb side) or rear of the vehicle. Unloading from the right side (into the traffic lane) is not permitted.
- Equipment should not be carried across the road except at designated pedestrian crossing areas. Where pedestrian crossing facilities are not present nearby, a maximum equipment weight of 20kg should be carried on each crossing.

3. Activity specific conditions

- These requirements apply to all roads within the Auckland region **excluding state highways**.
- All unloading of equipment must be done from a legally parked position (see above).
- Wherever possible, cones shall be placed no more than an arms-length from the kerb to avoid stepping onto or unnecessarily affecting the traffic lane.
- Any person placing cones in the kerb side must face towards oncoming traffic at all times. Ideally starting from the downstream end of the desired location and working back upstream.
- Personnel undertaking this activity are required to move to avoid any moving vehicle and must not expect drivers to give way.

4. General conditions

- Peak traffic flows in the central city are considered to be from 0600-1000 and 1500-1900. Traffic conditions outside of these hours may also mean it is unsafe to undertake this activity.
- These requirements do not replace the applicant's own Health and Safety policies.
- A 'spotter' who monitors traffic movements (approaching vehicles in either direction) should be used at any time this activity is carried out at night, or on a Level 2 road (for a description of a level 2 road, see the Auckland Transport road designation).

Screen Auckland applicant:	Date: Name: Signature: Position:
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Auckland Transport approver:	AT Corridor Access Manager: Date: Name: CoPTTM ID: Signature: Expiry date:
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- This TMP is approved on the basis that;**
1. It is to be used only by persons authorised by Screen Auckland and AT in conjunction with an approved film parking permit. This authority shall be kept on file and administered by Screen Auckland.
 2. All personnel undertaking the abovementioned activity shall be familiar with, and understand, the intentions and requirements of this plan.
 3. Any staff involved in this activity are reminded that it is their duty to postpone, cancel or modify operations due to adverse traffic conditions, weather or any other conditions that may affect the safety of this operation.