

Summary of questions that were addressed in TIO information sessions

In December 2020 we held online information sessions on the new templates in Transport Investment Online (TIO). Below is a summary of the questions and answers from the sessions.

How can I find the Activity Management Plan (AMP) module?

You can access your organisation's AMP template under the 'Activities' tab and then under the 'Programmes/Strategies' tab. You can either scroll through the list presented or use the search function by entering "Activity Management Plan 2021-24" in the search field.

Why is the green tick showing on the Waka Kotahi NZ Transport Agency (Waka Kotahi) assessment when there's no uploaded information?

You don't need to complete this part of the AMP and Continuous Programme templates in TIO. Your Waka Kotahi colleagues will complete these fields.

How do you capture Travel Demand Management activities in TIO?

For Public Transport (PT) Continuous Programmes, travel demand management activities should be captured under WC 524 – Public transport operations and management.

For Maintenance, Operations & Renewals (MOR) Continuous Programmes, travel demand management activities should be captured under WC 151 – Network and asset management.

If you have a Travel Demand Management Continuous Programme, you need to complete and submit a detailed activity list spreadsheet, which will be attached as a supporting document to the relevant programme. The spreadsheet can be found at:

<https://www.nzta.govt.nz/assets/planning-and-investment/nltp/TDM-Activity-List-NLTP-21-24.xlsx>

Is there upload functionality for the 10-year forecasts in the AMP TIO templates?

No. Your changes to 10-year forecasts still need to be manually entered into TIO. This was the same approach for the 2018-21 NLTP cycle.

Can I update my continuous programme bids directly into TIO and also using the using the upload and download functionality?

No, you can only do one or the other. The functionality built into the system enables the TIO fields to be updated based on the uploaded spreadsheet, and this updating through the spreadsheet can occur many times.

If the TIO fields are manually overwritten there is no in-built functionality to update the spreadsheet.

Therefore, once an organisation chooses to directly input their bid information into TIO (rather than through the spreadsheet) the upload/download functionality via the spreadsheet is disabled. Any future updates will have to be carried out by direct input into TIO fields.

What is the date of submission for AMPs?

Draft AMPs should have been submitted by 11 December. Final AMPs should be submitted in June 2021.

Draft AMPs only need to be resubmitted if they have changed significantly and may impact on the assessment of continuous programmes.

Have you recorded any of the information sessions?

Yes, a session has been recorded and can be found at:

<https://www.nzta.govt.nz/planning-and-investment/national-land-transport-programme/2021-24-nltp/>

What are the key TIO dates?

Now that the AMP, MOR and PT templates are available in TIO, Councils should have submitted their continuous programme bids earlier this month. The templates have new fields to be completed and we're asking for this information to be provided by Friday 29 January.

Improvement Templates including LCLR should be available in TIO by the end of February.

RTC & NLTP extract modules should be available in TIO by the end of March.

Why have you requested unsubsidised revenue & expenditure in the 10-year forecast?

Section 16 of the Land Transport Management Act requires the Regional Land Transport Plan to set out the region's land transport objectives, policies, and measures for at least 10 financial years from the start of the regional land transport plan. It must include a financial forecast of anticipated revenue and expenditure on activities for the 10 financial years from the start of the regional land transport plan.

The information is also useful to understand the additional non-NLTF funded services being provided across the transport network.

How do we obtain funding for work categories 001 to 004 which forms part of the Investment Management activity class?

These activities should be included in the Improvements Activities spreadsheet which can be found at:

<https://www.nzta.govt.nz/assets/planning-and-investment/nltp/Improvement-template-NLTP-2021-24.xlsx>

These activities should not currently be input into TIO as we will be moderating activities based on those captured within the spreadsheets only.

In the AMP outline page what does 'Are you seeking support for this AMP' mean?

AMPs are the Programme Business Case for the region or the territory. AMPs are assessed by Waka Kotahi to ensure they can support approved organisations' Continuous and LCLR programmes.

Clicking 'Yes' allows the AMP to move through to the review request status within TIO.