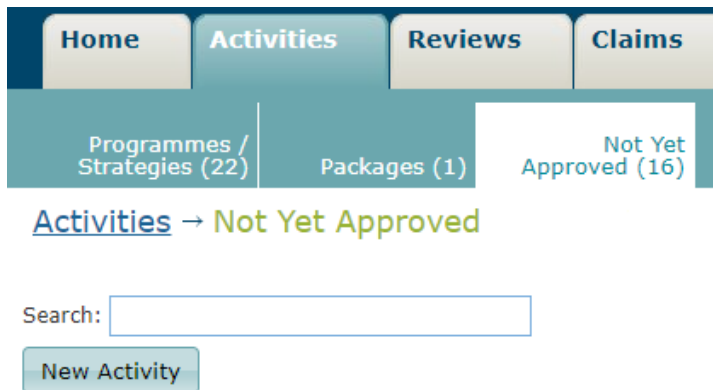
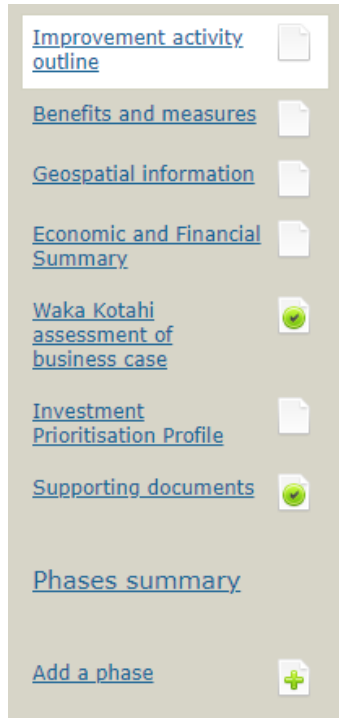


24–27 TIO Minimum Information Requirements for Improvement Activities

The minimum information requirements for each section of the Improvement Activity template are outlined in this document. In TIO, you will need to create this activity by going to the 'Not Yet Approved' tab under 'Activities', clicking on the 'New Activity' button and selecting 'Improvement activity 2024–27'.



The indication for when these requirements have been met is when the white box on the right of each tab (in the picture below) has a green check inside it after clicking save at the bottom of each individual tab.



Improvement activity outline

*Activity name

The Activity name should describe it uniquely and be meaningful to others. We recommend that the [Naming Guidelines \(http://www.nzta.govt.nz/nltp-projects-naming-guidelines\)](http://www.nzta.govt.nz/nltp-projects-naming-guidelines) are used when creating your Activity name.

The TIO Activity name is required to be entered to move to the next page.

Include the Activity name. If you need any guidance on creating an activity name, there is a link to a naming guidelines document in the help text.

Upload any supporting information for the inclusion of the activity into the NLTP. Where the activity is not linked to a PBC, upload any supporting information for the inclusion of the activity into the NLTP (such as completed record of PoE document)

No file chosen

This field is required for funding approval.

Activity Description

This field is required for RLTP/NLTP inclusion.

*Strategic context

What is the particular transport problem / opportunity of the programme business case (should it be a component activity) that relates to this activity?

This field is required for RLTP/NLTP inclusion.

Each of the four fields in the picture above is required for RLTP and NLTP inclusion.

A document supporting the inclusion of this improvement activity in the NLTP needs to be uploaded for funding approval.

A small description describing the output expected to be delivered by the improvement activity needs to be inputted into the Activity Description.

The Strategic context refers to the need for change and benefits gained from this improvement activity being funded.

In the final text box, include the transport problem or opportunity being addressed by this improvement activity.

RLTP Objectives



Select the RLTP Objective(s) that best aligns with your Activity

Select RLTP Objective	Objective	Benefit Cluster
RLTP Alignment field is required for RLTP/NLTP inclusion, however your RTC has not entered their objectives for your region.		

RLTP strategic priorities



Select the RLTP Strategic Priorities that best aligns with your Activity

Select	Strategic Priorities	Benefit Cluster
RLTP Priority field is required for RLTP/NLTP inclusion, however your RTC has not entered their priorities for your region.		

Selection of at least one RLTP objective and one RLTP strategic priority is mandatory for NLTP inclusion. Currently, the list of RLTP objectives and RLTP strategic priorities are not visible as the Regional Transport Committees need to submit their RLTP Development modules first. This is due to be completed later this year.

Benefits and measures

[Summary](#) **Strategic** [Other](#)

At least one benefit must be selected for NLTP/RLTP inclusion.

Strategic benefits and measures							
Outcome	Benefit	Primary benefit	Measure	Baseline	Forecast	Unit of measure	
<input type="checkbox"/>	1. Healthy and Safe People	1.1. Impact on social cost of deaths and serious injuries	<input type="radio"/>	1.1.1. Collective risk (crash density)	<input type="text"/>	<input type="text"/>	Average annual fatal and serious injury crashes per km of road section
<input type="checkbox"/>			<input type="radio"/>	1.1.3. Deaths and serious injuries	<input type="text"/>	<input type="text"/>	Average annual number of deaths and serious injuries
<input type="checkbox"/>			<input type="radio"/>	1.1.4. Personal risk (crash rate)	<input type="text"/>	<input type="text"/>	Average annual fatal and serious injury crashes per 100M vehicle-kms
<input type="checkbox"/>		1.2. Impact on a safe system	<input type="radio"/>	1.2.1. Road assessment rating - roads	L <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> H	L <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> H	Infrastructure risk rating
<input type="checkbox"/>	4. Resilience and security	4.1. Impact on system vulnerabilities and redundancies	<input type="radio"/>	4.1.1. Availability of a viable alternative to high-risk and high-impact route	<input type="text"/>	<input type="text"/>	Percentage of high-risk, high-impact routes with a viable alternative
<input type="checkbox"/>			<input type="radio"/>	4.1.2 Level of service and risk	<input type="text"/>	<input type="text"/>	Resilience risk category (calculated using National Resilience Programme Business Case methodology)
<input type="checkbox"/>	5. Economic prosperity	5.1. Impact on system reliability	<input type="radio"/>	5.1.2. Travel time reliability - motor vehicles	<input type="text"/>	<input type="text"/>	Coefficient of variation; standard deviation of travel time divided by average minutes travel time (as per Austroads)
<input type="checkbox"/>			<input type="radio"/>	5.1.3. Travel time delay	<input type="text"/>	<input type="text"/>	Difference between average travel time A and average travel time B in minutes per km
<input type="checkbox"/>		5.2. Impact on network productivity and utilisation	<input type="radio"/>	5.2.2. Freight - mode share value	Number of vehicles x average load per vehicle in NZD, in % per mode	<input type="text"/>	Road
					<input type="text"/>	<input type="text"/>	Rail
					<input type="text"/>	<input type="text"/>	Coastal
<input type="checkbox"/>			<input type="radio"/>	5.2.3. Freight - mode share weight	Number of vehicles x average load per vehicle in tonnes, in % per mode	<input type="text"/>	Road

In the strategic benefits and measures page, one primary benefit must be selected. This can be done by selecting the benefit with the checkbox on the left, then selecting one primary benefit.

Geospatial information



Geospatial information of the improvement activity needs to be inputted into the map provided by either drawing the area affected, selecting existing features from the list or map, or uploading a file.

Economic and Financial Summary

Indicative efficiency rating

For inclusion in the RLTP/NLTP and / or funding approval for the first development phase of the activity the Indicative Efficiency Rating is the minimum requirement.

Indicative Efficiency Rating (IER)

This field is required for RLTP/NLTP inclusion.

National Benefit cost ratio

A Benefit Cost ratio is required for a subsequent phase of the activity, such as DBC, pre-implementation or implementation.

National Benefit Cost Ratio (Excluding WEBs)

This field is required for RLTP/NLTP inclusion.

National Benefit Cost Ratio (Including WEBs)

This field is required for RLTP/NLTP inclusion.

An Indicative efficiency rating (IER) and national benefit cost ratios (BCR) are required for RLTP and NLTP inclusion.

For the IER, you will just need to provide the range for which your IER fits. There is a tool in the help text which you must use to calculate your IER.

For the two national BCRs, provide the calculated figures including and excluding wider economic benefits.

Total expected capital cost (\$)

This field is required for RLTP/NLTP inclusion.

Under the funding section, input the total expected capital cost of the improvement activity.

Investment Prioritisation Profile

Activity owner GPS alignment factor rating

-- Select one: ▼

This field is required for RLTP/NLTP inclusion.

Activity owner assessment of GPS alignment

This field is required for RLTP/NLTP inclusion.

Activity owner scheduling factor rating

-- Select one: ▼

This field is required for RLTP/NLTP inclusion.

Activity owner assessment of scheduling

This field is required for RLTP/NLTP inclusion.

Activity owner efficiency factor rating

-- Select one: ▼

This field is required for RLTP/NLTP inclusion.

Activity owner assessment of efficiency

This field is required for RLTP/NLTP inclusion.

For each of the GPS 2021 priorities, provide a rating and description for why you rated each priority how you did.

Supporting documents

Upload any supporting information for the inclusion of the activity into the NLTP (such as a completed record of PoE document)

Choose file No file chosen

If you uploaded the supporting information into the Improvement activity outline page, you would not need to upload the same document here as it will appear in this section too.

Add a phase

If an improvement activity phase begins within the 24–27 NLTP period, you will need to add a phase to reflect that.

*Phase type
 -- Select one:

Your phase reference

*Work category mapping year
 2022/23

Phase scope

This field is required for funding approval.

Work category
 -- Select one:

This field is required for RLTP/NLTP inclusion.

Activity class

Select Activity Class:

This field is required for RLTP/NLTP inclusion.

Use the dropdown menu to select the relevant phase type.

Input in the correct work category mapping year. It will be pre-populated as 2022/23 but this may not always be correct.

Under ‘Phase scope’ give a brief description of what will be achieved in this phase of the improvement activity.

Select the work category and activity class that this improvement activity falls under using the dropdown menus.

Year	Requested allocation		
	Total cost	Tolls	Other supplementary funding (\$)
2022/23	<input type="text"/>	<input type="text"/>	<input type="text"/>
2023/24	<input type="text"/>	<input type="text"/>	<input type="text"/>
2024/25	<input type="text"/>	<input type="text"/>	<input type="text"/>
2025/26	<input type="text"/>	<input type="text"/>	<input type="text"/>
2026/27	<input type="text"/>	<input type="text"/>	<input type="text"/>
2027/28	<input type="text"/>	<input type="text"/>	<input type="text"/>
2028/29	<input type="text"/>	<input type="text"/>	<input type="text"/>
2029/30	<input type="text"/>	<input type="text"/>	<input type="text"/>
2030/31	<input type="text"/>	<input type="text"/>	<input type="text"/>
2031/32	<input type="text"/>	<input type="text"/>	<input type="text"/>
2032/33	<input type="text"/>	<input type="text"/>	<input type="text"/>
Totals	0	0	0

Use the table in the costs section to enter in your requested funding for this phase.