



Subject	Programme and Funding Manual, PFM1, Amendment 1, Second Edition
Circulation	All registered holders of Land Transport NZ's <i>Programme and Funding Manual</i> .
Circulated by	Bob Alkema –Partnerships and Programmes Manager (Acting)
Effective Date	1 August 2005
Date of Issue	29 September 2005
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Purpose

To provide information on the changes incorporated in the release of the first amendment to the second edition of Land Transport NZ's *Programme and Funding Manual* (the manual).

Background

On 1 December 2004, the Government disestablished Transfund and the Land Transport Safety Authority and created a new crown agency, called Land Transport New Zealand (Land Transport NZ).

The release of this first amendment to the second edition of the manual reflects the name change and rebranding of Land Transport NZ. A hard copy version of the rebranded manual is being distributed to all current holders of the manual. The manual should be referenced for compiling 2006/07 land transport programmes and assisting managing your 2005/06 programme.

Key changes in the manual

The main changes incorporated into this amendment of the manual are:

- (a) the inclusion of information and programme requirements for the Authority's Land Transport (ALTP) process and Community Road Safety Programme (CRSP);
- (b) additions to passenger transport infrastructure work categories (Circular Number 05/04);
- (c) changes to passenger transport work categories (Circular Number 05/04);
- (d) changes to bank account requirements arising from an amendment to the LTMA (Circular Number 05/05);
- (e) an additional section on road safety audits;
- (f) simplification of walking and cycling work category/ policy;
- (g) simplification of transport demand management work category/ policy;
- (h) simplification of rail and sea freight work category/ policy;

- (i) changes to end of year reporting forms and requirements for local roads, State highways and regional authorities; and
- (j) changes to dates required for confirmation of the National Land Transport Programme.

Release of Manual

Hard copies of the new manual will be distributed to all registered manual holders within the next couple of weeks.

Additional copies of the manual can be obtained by contacting:

Land Transport NZ support

Phone: (0800) 699-000

Email: order@landtransport.govt.nz

Electronic copies of this version of the *Programme and Funding Manual* and various forms within the manual can now be accessed electronically on Land Transport NZ's website: <http://www.landtransport.govt.nz>

Following consultation with manual users, we believe that publishing the *Programme and Funding Manual* electronically on our website is the best way to provide stakeholders with easy access to our funding policy.

This latest edition is in a printer friendly format which should assist printing of additional copies or parts of the manual. However, should you experience difficulties printing the manual or any of the forms, please contact Land Transport NZ support at the telephone or email address listed above.

Your actions

- ▶ Please replace your existing copy of the Programme and Funding Manual with this latest version once you receive it in the post.
- ▶ Go to Land Transport NZ's website to access and, if required, print additional copies of the manual or forms included within the manual.
- ▶ Please complete the attached ***Continuation of Registration form*** and return to Land Transport NZ in order to be advised of future updates to the manual.

Attachment

Attachment 1: New funding policy general circulars issued since October 2004

Attachment 2: Continuation of Registration for Programme and Funding Manual

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Partnerships and Programmes Manager– (Acting)

Attachment 1

**NEW FUNDING POLICY GENERAL CIRCULARS ISSUED SINCE OCTOBER 2004
(incorporated in the amendment 1 of the second edition of the Programme and
Funding Manual)**

Number	Title	Date of Issue
05/04	Passenger Transport Funding	08/06/2005
05/05	Amendment to LTMA 2003 regarding bank accounts	08/06/2005

**CONTINUATION OF REGISTRATION FOR
PROGRAMME AND FUNDING MANUAL**

We are reviewing the register of people who are holders/users of the *Programme and Funding Manual*.

Returning this form will ensure you are advised of future updates to the manual.

You are welcome to register additional users to be notified of future amendments.

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