

Information for Approved Training Providers

This fact sheet provides information about the application process for Registered Training Organisations wanting to deliver training under the National Training Framework for Temporary Traffic Management and the oversight and management of Approved Training Providers.



What is temporary traffic management?

Temporary traffic management is a system of controlling traffic movement through or past a worksite as provided for under state or territory legislation. While it is important that temporary traffic movement is as efficient as possible, the most important aspect is safety for road workers and road users.

What is the National Training Framework for Temporary Traffic Management?

The National Training Framework for Temporary Traffic Management provides a nationally harmonised environment for the provision of Temporary Traffic Management training and ensures individuals working in the industry are appropriately trained and maintain currency. The National Training Framework for Temporary Traffic Management is designed under the Vocational Education and Training (VET) framework based on Skill Sets and Units of Competencies and provides:

- graduated learning across the Temporary Traffic Management categories
- greater opportunities and a more structured genuine career path
- theoretical (i.e., classroom) and practical training
- national recognition - individuals who have successfully completed the training requirements in one state/territory will have this training recognised in another participating state/territory.

Please note there may be additional localised training requirements in states and territories specific to the jurisdiction.

Temporary traffic management roles

There are three Temporary Traffic Management (TTM) roles comprising Traffic Controller (TC), Traffic Management Implementer (TMI), and Traffic Management Designer (TMD), graduated across three TTM categories, comprising in total eight Temporary Traffic Management National Training Programs with their associated Skill Sets. The role and where the work is being undertaken, including its complexity determines the TTM category of training required.

Role	TTM Cat. 1	TTM Cat. 2	TTM Cat. 3
Traffic Controller	TC1	TC2	NA
Traffic Management Implementer	TMI1	TMI2	TMI3
Traffic Management Designer	TMD1	TMD2	TMD3

What is an Approved Training Provider?

An Approved Training Provider (ATP) is a Registered Training Organisation (RTO) that has been approved by a State or Territory regulator to deliver Temporary Traffic Management training.

An RTO cannot provide training under the National Training Framework for Temporary Traffic Management without becoming an ATP in the state or territory it wishes to deliver training in. Therefore, being approved as an ATP in one state or territory does not automatically entitle you to provide training in another state or territory.

An ATP will be provided with and be able to identify in the market as an approved training provider by using the national TTM logo.



Industry relationships

An important requirement of becoming an ATP is identifying one or more traffic management companies that you will need to form a relationship with to provide the practical training to individuals. Therefore, consider what stakeholder engagement you need to develop with industry to ensure a true partnership model can be built. It is important to recognise that traffic management companies are in turn looking to form partnerships with approved training providers. An Approved Training Provider must nominate, as part of their training and assessment strategy, the Traffic Management Company/ies with which it has agreement/s to facilitate the practical training experience.

There are no regulatory, or commercial barriers to the nature of the relationship that an approved training provider has with a traffic management company.

Consider how you can support your learners with practical training once they have completed their theoretical training.

Applying to become an ATP

To become an ATP, an RTO will need to apply for approval in the state or territory where they intend to provide temporary traffic management training services. For example, if an RTO intends to provide training in Victoria they would make an application to the Department of Transport and Planning, Victoria.

Being approved as an ATP in one state or territory does not automatically entitle an RTO to provide training under the National Training Framework for Temporary Traffic Management in another state or territory.

The Austroads Registered Training Organisation Operational Framework provides information which is aimed primarily at RTOs who wish to become an ATP to deliver temporary traffic management training. The document includes information on:

- the process for an RTO to become an ATP to deliver temporary traffic management training
- the oversight and audit mechanisms for ATPs
- renewal / termination of ATPs.

It is important that as an RTO, you fully understand the National Training Framework for TTM and requirements you will need to apply to become and continue to operate as an ATP.

The application process

An overview of the application process is below, please refer to the Austroads Registered Training Organisation Operational Framework for detailed processes.

1. Contact your jurisdiction to formally notify of your RTOs intent to become an ATP.
The jurisdiction will forward information on the application process including signing an Application for access to the Austroads Temporary Traffic Management National Training Material and Jurisdictional Localised Content.
2. Complete all details in the Application to become an Approved Training Provider. Return this to your jurisdiction with any required evidence.
3. The jurisdiction will assess the application and provide feedback.
4. If approved a Services Agreement will be executed, incorporating a statement of service for each of the selected TTM National Training Programs, between the ATP, the jurisdiction and Austroads.

The Services Agreement comprises the following key components:

- An audit program encompassing both overt and covert dimensions.
- Quarterly and annual reporting by the ATP.
- Training material delivered must be, without change or omission, the Austroads TTM National Training Material, and any jurisdictional specific localised content.

It is important to remember that you must apply to become an ATP in each state and territory where you wish to provide training.

What will I need to include in my application?

1. Evidence your organisation is an RTO registered by the Australian Skills Quality Authority (ASQA) or, where applicable, the state regulator.
2. Information about why you are applying to become an ATP in the state or territory, including your understanding of the market and the geographical area in which you intend to provide training services.
3. The completed Training and Assessment Strategy (provided with the Austroads TTM National Training Material), for each of the applicable Temporary Traffic Management National Training Programs you wish to deliver.
4. Details of nominated trainers and assessors to demonstrate their suitability, including evidence they have completed the requirements to train and/or assess the Temporary Traffic Management National Training Programs.
5. Workers' compensation insurance for the state or territory in which you propose to operate. Depending on the state or territory, you may also require public liability and professional indemnity insurance.

What is the Austroads TTM National Training Material?

The Austroads TTM national training material comprises for each of the TTM national training programs the following:

- Training and assessment strategy
- Mapping document (content and assessment mapped)
- Trainer guide
- Presentation slides with learner notes
- Theory assessment
- Simulated theory assessment (TC1/ TC2)
- Practical training logbook (TC1/TC2)
- Practical training assessment
- Theory assessment – answer guide

What training can an ATP provide?

As part of the Services Agreement and Statement of Service the ATP must only deliver the temporary traffic management training that they have been approved to deliver. This includes only using trainers/ assessors that have been approved to deliver the temporary traffic management training.

Are there fees associated with becoming an ATP?

A state or territory may apply a fee to:

- receive and process an application by an RTO to become an ATP
- process subsequent ATP renewals.

Austroads sets a fee to cover the provision, maintenance, and update of the Austroads Temporary Traffic Management National Training Material; the provision of ATP oversight and auditing; and the associated Austroads IT Registry System. The fee is payable by the ATP for each Statement of Attainment issued to a successful participant. The fee per Statement of Attainment can be found in the Registered Training Organisation Operational Framework for Temporary Traffic Management.

How long does an ATP registration last?

Once you are approved as an ATP in a state or territory your approval will last for up to three years. This is subject to monitoring of the continued quality of the service by Austroads and the state or territory agency. Within the three-year period, a 12-month renewal may be granted twice (at 12 and 24 months from the commencement of the original agreement).

Refer to detailed information regarding renewal in the Registered Training Organisation Operational Framework for Temporary Traffic Management.

Need more information?

Austroads website <https://austroads.com.au/network-operations/temporary-traffic-management>

Email ttmoperations@austroads.com.au

Contact your state or territory regulator.

