SESSION 3.5 RECAP: RSA PROJECT INCEPTION
CONDUCTING ROAD SAFETY AUDITS & APPRAISALS
PRESENTED BY: RTS & AGTT
January 2022
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better roads
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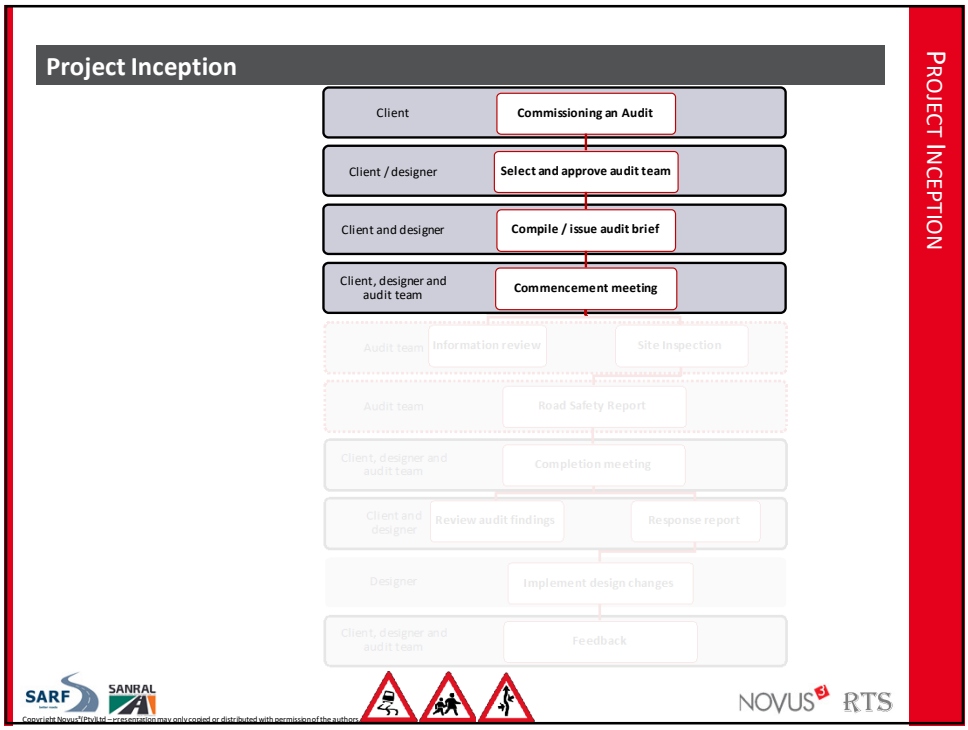
Project Inception
PROJECT INCEPTION
Client
Commissioning an Audit
Client / designer
Select and approve audit team
Client and designer
Compile / issue audit brief
Client, designer and audit team
Commencement meeting
Audit team
Information review
Site Inspection
Audit team
Road Safety Report
Client, designer and audit team
Completion meeting
Client and designer
Review audit findings
Response report
Designer
Implement design changes
Client, designer and audit team
Feedback
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Audit brief

Audit brief

Provide the auditor with all the information that is necessary to conduct an adequate and effective Road Safety Audit of the project.

- Prepared by the Designer
- Include relevant project information, reports and drawings
- In a usable format
- Issued by client

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Description of the project

Detailed description of project

- Detailed scope of work
- Project phasing
- Project implementation time frames
- Project alternative (layouts, routes, concepts)
- Project constraints
- For appraisals - background to the facts that lead to the requirement for a safety study.

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Available Drawings and project information

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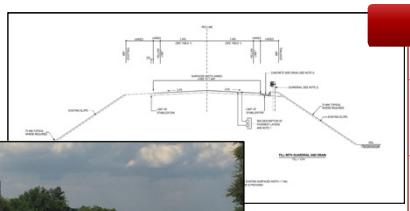

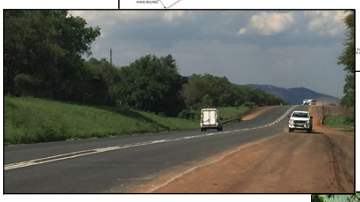

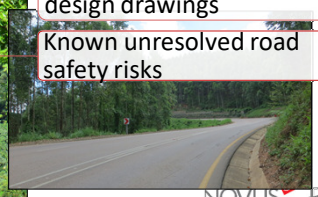

Project information

- Design approach
- Events/facts that lead to notable features of current road.
- List design standards and speed
- Deviations from design standards (with reasons)
- Upgrades/elements of the scheme not shown on design drawings
- Known unresolved road safety risks

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Previous road safety studies/ audits

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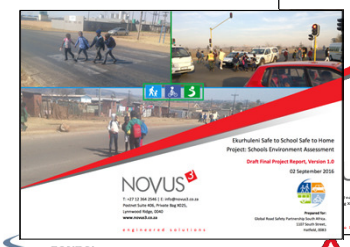
Previous RSAs

- Copies of previous reports:
  - Road Safety Appraisal reports
  - Road Safety Audit Reports
- Copies of Audit Response Reports
- List of all design changes since previous Audits



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Applicable RSA phases

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RSA Phases	RSA Stages
Pre-Construction RSA	Preliminary Design Draft Design Detailed Design
Construction RSA	Work Zone Stage Pre-opening
Post-Construction RSA	Existing roads
Development project RSA	Land-use development

Applicable RSA Stages

- RSA stage included in scope
- Extent of stage 1 or 2 audit included in stages 2 or 3 if not RSAs were done previously.
- Time frame for each stage.

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Specific audit requirements

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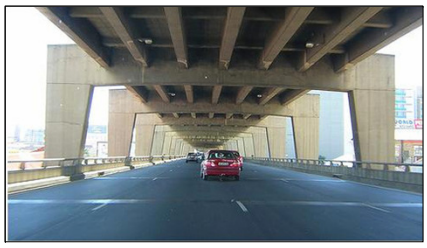
Specific audit requirements

- Note design elements or safety risks for which specific audit opinion is required.
- Indicate specific factors which need to be considered, which could be perceived to be excluded from the scope.
- Contact details of stakeholders which should be consulted.
- Site visit and site access arragements



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The audit team

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Audit team

- Is independent of the design team
- Has proper skills
- Has knowledge and experience appropriate for a particular project.

The RTMC recommends that: "The Team should consist of **accredited** Road Safety Auditors with at least one team member with **expert** knowledge and experience in **road safety engineering**."

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Compiling the Audit Team

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Team composition

At least three people

Audit Team Leader	Audit Team Member	Audit team Observer
5 days CI or RSE training	5 days CI or RSE training	5 days CI or RSE training
RSA course > 4 days	RSA course > 4 days	RSA course > 4 days
5 years relevant experience	3 years relevant experience	One year relevant experience
3 years CI or RSE experience	2 years CI or RSE experience	
5 RSAs in 2 years (3 design projects)	3 RSAs in 2 years (3 design projects)	
2 days CPD	2 days CPD	

Prerogative of Client to pick Auditor (Team) based on CV.

CI = Crash Investigation
RSE = Road Safety Engineering

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Compiling the Audit Team

What are proper skills?

Depends on the project phase an complexity.

- Stage 1: Feasibility/ Preliminary Design Stage Audit
- Stage 2: Draft Design Stage Audit
- Stage 3: Detail Design Stage Audit
- Stage 4: Work zone traffic management Audit
- Stage 5: Pre-Opening Stage Audit
- Assessments/ Appraisals

Appropriate experience

- Network planning
- Intersection design
- Public transport
- Lighting
- Road signs
- Work zone management
- Traffic operations
- Crash investigations
- Universal access
- Law enforcement
- Others?

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Commencement meeting

Commencement meeting

To ensure that the design team understands the audit process; provide additional info; identify key issues, constraints and issues requiring special consideration.

- Review the scope and objectives
- Delegate responsibilities
- Agree on schedule for the completion
- Set up lines of communication
- Communicate matters of importance
- Establish the format of the RSA report

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END OF LECTURE

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