Session 5.5 Recap: RSA Reporting and Key Concepts

Conducting Road Safety Audits & Appraisals

Presented by: RTS & AGTT

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Focus of this presentation

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

Focus

Recap: RSA Reporting and Key Concepts

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Road Safety Report – Suggested Table of Contents

- *Chapter 1: Introduction*
- *Chapter 2: Background Information*
- *Chapter 3: Findings and Recommendations*
- *Chapter 4: Concluding Statement*
- *Appendices*

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Road Safety Report – Requirements for remedial measures

Remedial measures shall be recommended:

- *Measures shall be appropriate and viable for that particular stage of the audit;*
- *Should be proportionate to the scale of the identified problem;*

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Road Safety Report – Writing style

The Report shall objective, professional and sympathetic, and shall not be judgmental.

Describe the problem, rather than framing the problem in terms of the solutions.

Discuss only new risks or risks noted previously which have not been address.

Address matters outside the brief is a letter or a separate section.

Do not include prompt lists.

Recommendations shall not be written in a way that could be construed as the audit team trying to convince the client to take a specific action.

Terms such as "unsafe", "sub-standard", "unacceptable" and "deficient" should be avoided where possible.

Do not use "to consider...", "to study....", "to monitor...", "to investigate possible treatments and implement the most appropriate...", etc.

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ISSUING THE REPORT

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Road Safety Report – Issuing the report

The Audit Team shall send a draft report directly to the client representative

The Audit Team Leader shall discuss the draft report with the client representative prior to formal submission to confirm that the recommendation are within the brief.

The client representative shall refrain from requesting amendments to the findings or the recommendations.

Road Safety Audit Report is final – the report can not be amended at the request of the Client.

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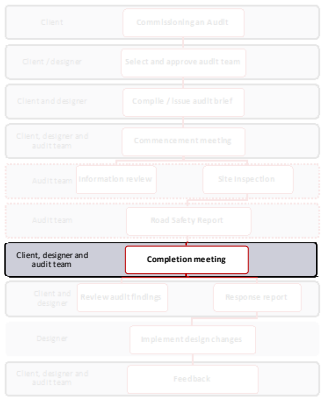

COMPLETION MEETING

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Completion meeting

Completion meeting

To present the key findings and recommendations of the Road Safety Audit Report

Attended by the client representative, the Audit Team and the Design Team Leader (if the Client prefers).

The audit team should elaborate or risks as well as positive aspects.

The Audit Team's approach is clarified. The purpose is not to change findings.

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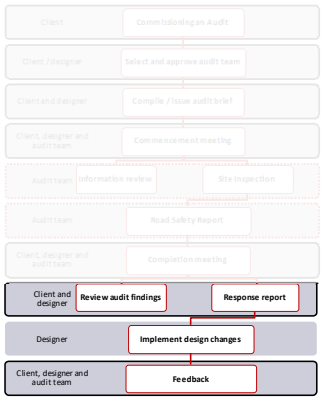

CLIENT RESPONSE

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Client Response

Clients must respond formally road safety audits and appraisals recommendations.

- *To evaluate audit findings or recommendations*
- *to determine if the recommendations should be implemented*
- *To record all decisions in writing*
- *and to put the audit recommendations into effect.*

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KEY RSA CONCEPTS

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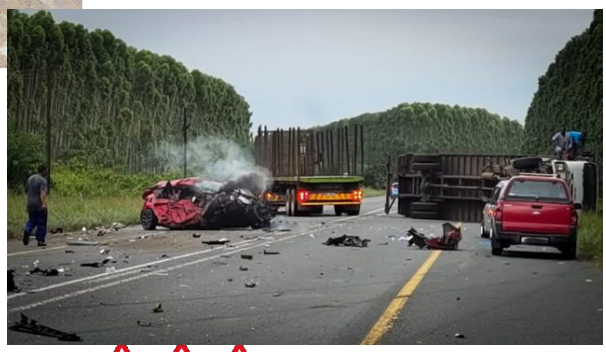
Understanding all risks and the relevance of standards

Is there such a thing as a safe speed?



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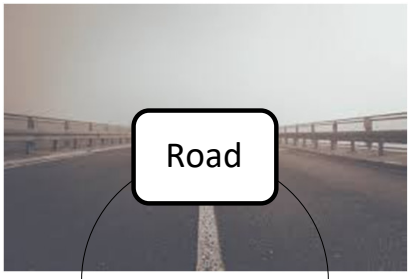
Understand the interaction of contributors to road safety problems



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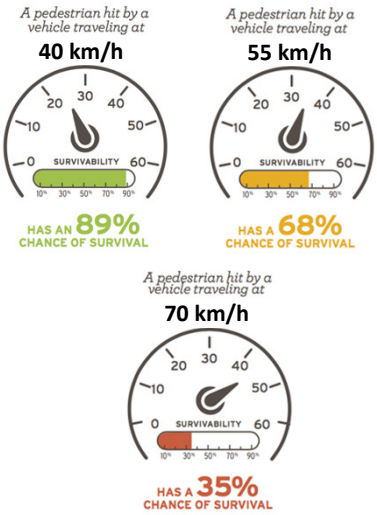
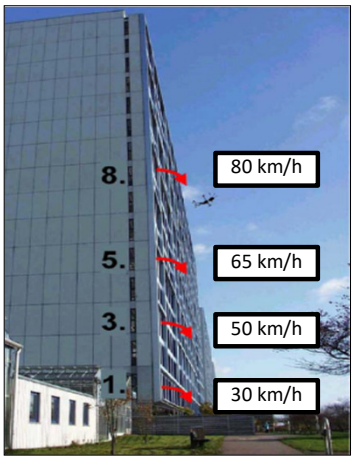
Understand Human Limitations





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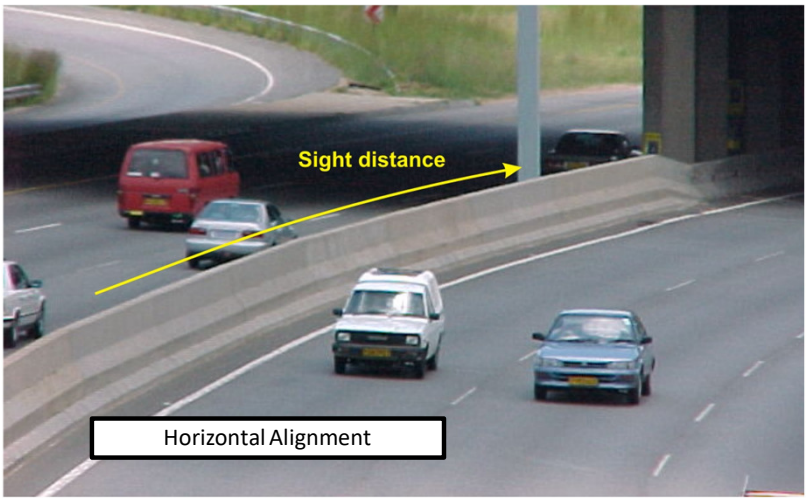
A good knowledge of road safety engineering is essential



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Requirements for Successful RSA

Client organization requirements

- *Commitment from management*
- *A recognised and agreed Road Safety Audit process*
- *The development of expertise*
- *Formal audit report response and implementation*
- Evaluation and monitoring

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TOR: Applicable RSA phases

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

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Definitions

Road safety engineering assessment	The **screening process** to establish the road safety status of sections of an **existing** road network resulting in a list of prioritised **locations** that should be **further investigated**.
Road safety appraisal	A systematic examination of **an existing road location**, in which an independent and qualified team **reviews on-site conditions** and **historical evidence** to identify existing or potential **road safety problems** and suggest measures to **mitigate** those problems.
Road safety audit	A **formal examination** of a **new road** or **upgrading project**, in which an independent and qualified team **identifies potential road safety problems** and **suggest** measures to **mitigate** those problems.

Source: SARTSM, RTMC, 2012

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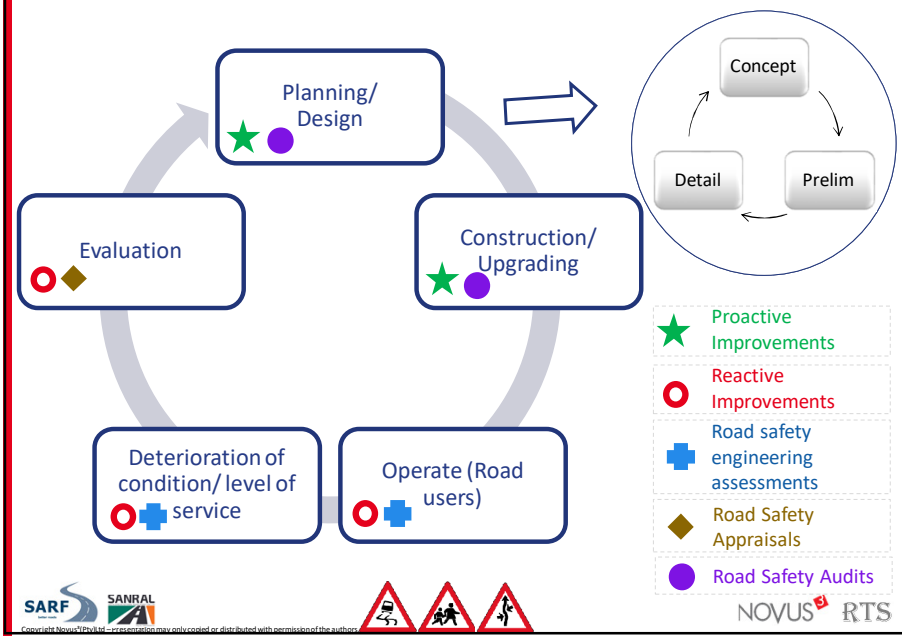
Road Safety Management



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END OF LECTURE

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