

Road safety audit reviews and compliance

John Barrell

Membership Secretary

Why an Annual Process?

- GG119 requirement for competence and experience
- SoRSA Constitution 2022 Section II para 2
Membership of the Society is subject to annual renewal.
The annual renewal arrangements and process is to be determined by the Society's Committee.
- Latest revision Nov 2022 following concerns expressed by membership
- Streamlined and simplified process

On-Line Process

- Completion via 'Survey Monkey'
- Simplified process?
- Information requested readily available to all auditors for audit team approval
- GG119

3.7.1 Approvals of the RSA team are scheme and RSA stage-specific and the use of personnel or organisations on previous RSAs should not guarantee their suitability to undertake a RSA on other schemes.

3.8 Proposed members of the RSA team shall demonstrate their competency by means of a road safety specific curriculum vitae (CV) detailing training, continuing professional development (CPD) and experience.

- Respondent ID Collector ID Start Date End Date
- Member details - name organisation contact details
- What is your current SoRSA Membership grade?
- Would you like your name, employer and membership grade added to the public SoRSA Register of Members, which is available on the website?
- Please provide details of Audit 1-5
- Please provide details of CP/Safety Scheme 1-3
- CPD 1-7
- Do you want to add additional CPD courses?
- Please provide details
- I declare that the information as to my CPD and current work experience submitted with this form is, in every respect, complete and accurate.
- I confirm that I have reviewed CIHTs membership terms and conditions and privacy policy that indicates how we use data and store personal details.

- Open between 12 January 2023 and 28 February 2023
- 269 submissions received (83 within last week!)
- 15 members failed to submit
- Successful applicants notified by CIHT 09 March 2023
- 10% random sample of submissions selected for full review

Validation Process

- Requirement to provided
 - a) A completed and signed Annual Review form
 - b) A copy of your CIHT receipt
 - c) Copies of certificates (where provided) and a 'Lessons Learnt' report per CPD entry on what you have learnt and how you have or intend to use this new knowledge in your work must be supplied.

If 'self-reading' is being used it should be structured, listing relevant topics and a 'Lessons Learnt' report provided
 - d) A copy of a Road Safety Audit report written by you, but not previously submitted in the last 24 months which is compliant to the latest 'DMRB' Road Safety Audit' Standard (or your local standard).
 - e) A copy of the local standard if it differs to DMRB GG 119

- Process open between 07 and 31 March
- 10 working days for submissions to be considered by review panel
- 26 members and fellows contacted
- 1/3 supplied within last days

- 2 members found full validation too onerous!

- In addition 16 applications for new membership submitted
- Some still awaiting resolution – further info required!

Compliance

- Requirements of GG119 rev 2 Jan 2020 - unless otherwise stated and copy of relevant local standard provided!
- Signed statement:

We certify that this road safety audit has been carried out in accordance with GG 119.

Surprised at comments received as same report submitted for CoC – no problem!

Usual issues - management

- Lack of audit brief
- Individuals approving audit team not named
- Approval by Design Team not Client
- Reference to previous audits
- Scheme description
- Site visit duration

GG119 Brief Compliance

- 4.2 The design organisation shall prepare the RSA brief for submission to the Overseeing Organisation for stage 1, 2 and 3 RSAs.
- 4.3 The Overseeing Organisation shall have responsibility for approving and issuing the RSA brief to the RSA team.

NOTE: A RSA brief template is provided in appendix C.

- 5.6.1 The RSA brief should contain the relevant information for each stage as identified within appendix C.

GG119 Report Compliance

5.13 RSA reports shall include:

- 1) Identification of the RSA stage including a unique document reference number and any details of revisions;
- 2) a brief description of the highway scheme including details of its location and its objectives;
- 3) details of who supplied the RSA brief, who approved the RSA brief and who approved the RSA team;
- 4) identification of the RSA team membership as well as the names of others contributing such as the police, maintaining agent and specialist advisors;

GG119 Report Compliance (cont)

- 5) details of who was present at the site visit, the date and time period(s) when it was undertaken and what the site conditions were on the day of the visit (weather, traffic congestion, etc.);
- 6) a location plan based on the scheme plan(s), marked up and referenced to problems and if available, photographs of the problems identified;
- 7) a statement, signed by both the RSA team leader and the RSA team member(s) in the format given in appendix D;
- 8) a list of information provided to the RSA team.

Usual Issues - Problems

- Problem identification doesn't identify collision risk – who would be hurt and how.
 - Design standard specific issues.
 - GG119
- 5.8 The RSA report shall contain a separate statement for each identified RSA problem describing the location and nature of the problem and the type of collisions or road user injuries likely to occur as a result of the problem.

Usual Issues - Recommendations

- Multiple suggestions?
- Provide details for approval – by whom?
- Review design?
- Too prescriptive
- Too vague

GG119 Compliance

- 5.9 Each RSA problem shall be followed by an associated RSA recommendation.
- 5.10 The RSA team shall provide proportionate and viable RSA recommendations to eliminate or mitigate the identified RSA problems.
- 5.11 RSA recommendations including the words "consider" and "must" shall not be used.
- 5.12 Recommendations to 'monitor' shall only be made where a need to supplement the stage 4 RSA is specifically identified in terms of frequency and incidence of particular vehicle manoeuvres or collision contributory factors and the monitoring task can be specifically allocated.

Report Submission

- 4.7 The RSA team shall produce and issue a RSA report directly to the Overseeing Organisation for all stages.
- 4.8 Any misinterpretations of the highway scheme proposals shall be identified by the Overseeing Organisation and discussed with the RSA team.
- 4.9 Anything agreed to be outside of, or not covered by the RSA process or RSA brief shall be identified by the Overseeing Organisation and discussed with the RSA team.
- 4.10 Where changes are agreed to a RSA report between the RSA team and Overseeing Organisation, a revised version of the RSA report shall be produced by the RSA team and issued to the Overseeing Organisation.

NOTE A RSA report template for RSA stages 1, 2 and 3 is provided in appendix D

Subsequent actions

- 4.20.2 The Overseeing Organisation should provide an electronic copy of the RSA response report to the RSA team for information.



National Highways Quarterly Review

A number of the RSA reports in the sample did not state who approved the RSA Brief. Often these reports suggest that the approval has taken place, making reference to it being signed or provided on the instruction of, but falling short of stating who approved it.

In some of the RSA reports, problem references were missing from the location plan.

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