

# Bitesize Training

## The Role of the Designer in Road Safety Audits

May 2022

# Agenda

- Applicability of Road Safety Audit
- Approval process for RSA Team
- Programming of RSA Process
- RSA Brief
- RSA Response Report

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## Who decides if a Road Safety Audit should be carried out?

**The decision to carry out a road safety audit rests with the  
Overseeing Organisation/LHA.**

The overseeing organisation shall initiate the RSA process **AT ALL** stages.

The Overseeing organisation may ask the design organisation to propose a RSA Team on their behalf.

Local Highway Authorities may have their own RSA procedures which may vary from GG119.

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## When should a Road Safety Audit be carried out?

A road safety audit is normally undertaken on new highways or where there is a permanent change to the existing highway layout or feature(s)

A scheme can be exempt from a road safety audit under the following conditions:

- “Like for like” maintenance schemes are excluded from the process.  
*The definition of Like for Like is the replacement or refurbishment of a highway feature that will appear the same, be located in the same position, perform the same and be constructed of comparable materials as the feature it replaces.*
- TTM for the construction of a Highway Scheme is covered in TSM Chapter 8
- Schemes that do not have an impact on road user behaviour, or change the outcome of a collision, are also exempt from RSA.

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## When should a Road Safety Audit be carried out?

Where road safety audit is applied it shall be undertaken at each of the following stages:

Stage 1 – Completion of preliminary design.

Stage 2 – Completion of detailed design.

Stage 3 Completion of construction

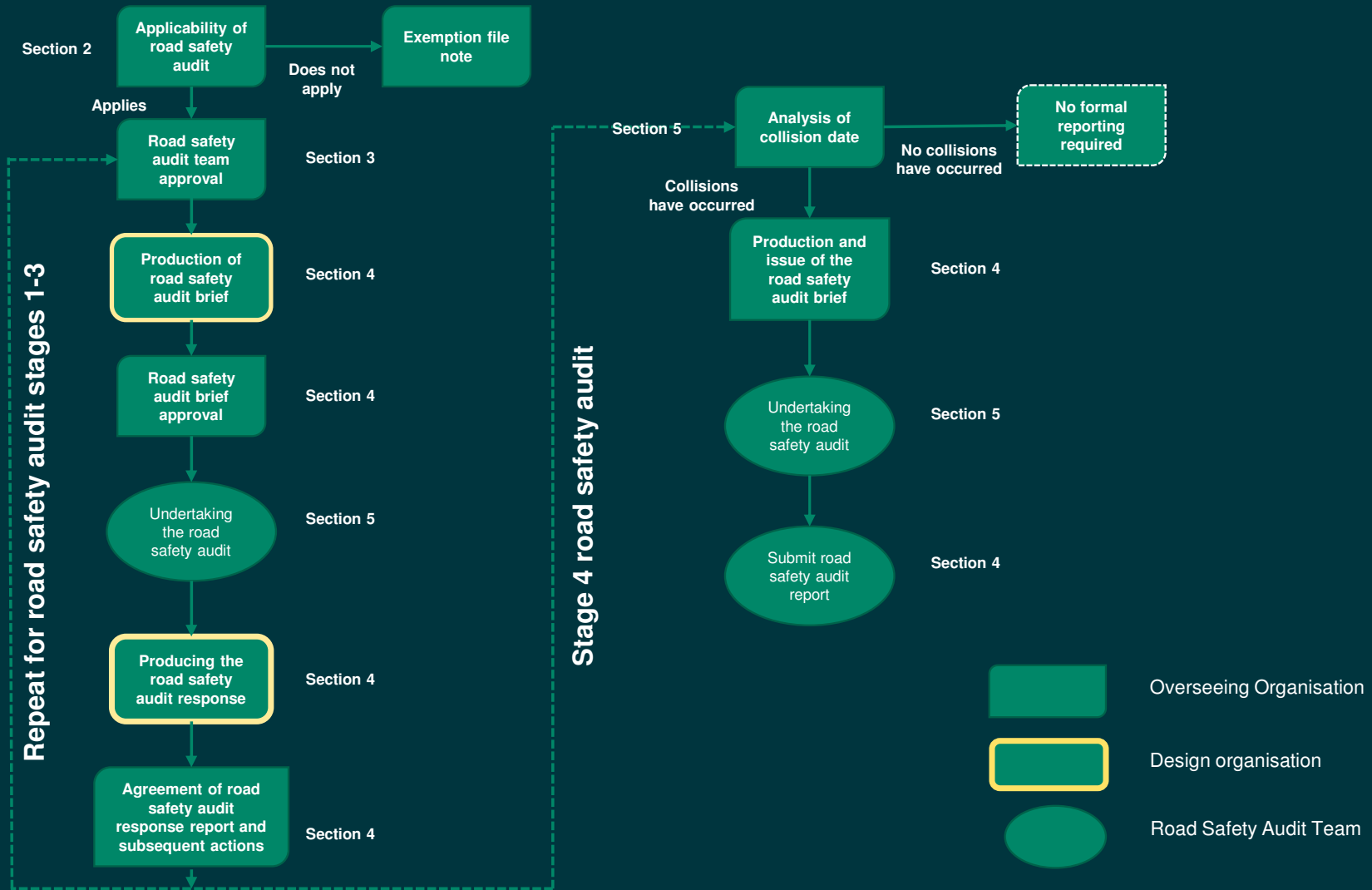
Stage 4 –Post opening monitoring

On small schemes stage 1 and stage 2 RSAs can be combined.

On large schemes the design programme should be carefully planned. The timing of the RSA should have equal importance to other specialist activities in the programme.

- Option of interim RSAs can be discussed with Overseeing Organisation/LHA

# Road Safety Audit Process



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## Who nominates the RSA team?

The Overseeing Organisation shall approve the proposed RSA Team before the RSA is undertaken (*Section 3, 3.6*)

The overseeing organisation may ask the design organisation to propose a RSA Team on their behalf for approval by the Overseeing Organisation (*Section 3, 3.6.1*).

Approvals of the RSA team are scheme and RSA specific and the use of personnel or organisations on previous RSAs should not guarantee their suitability to undertake a RSA on other schemes (*Section 3, 3.7.1*).

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 (*Section 3, 3.8*).

Experience should be relevant to the type of scheme being subject to RSA and identified in the proposed RSA team members' CV (*Section 3, 3.8.1*).

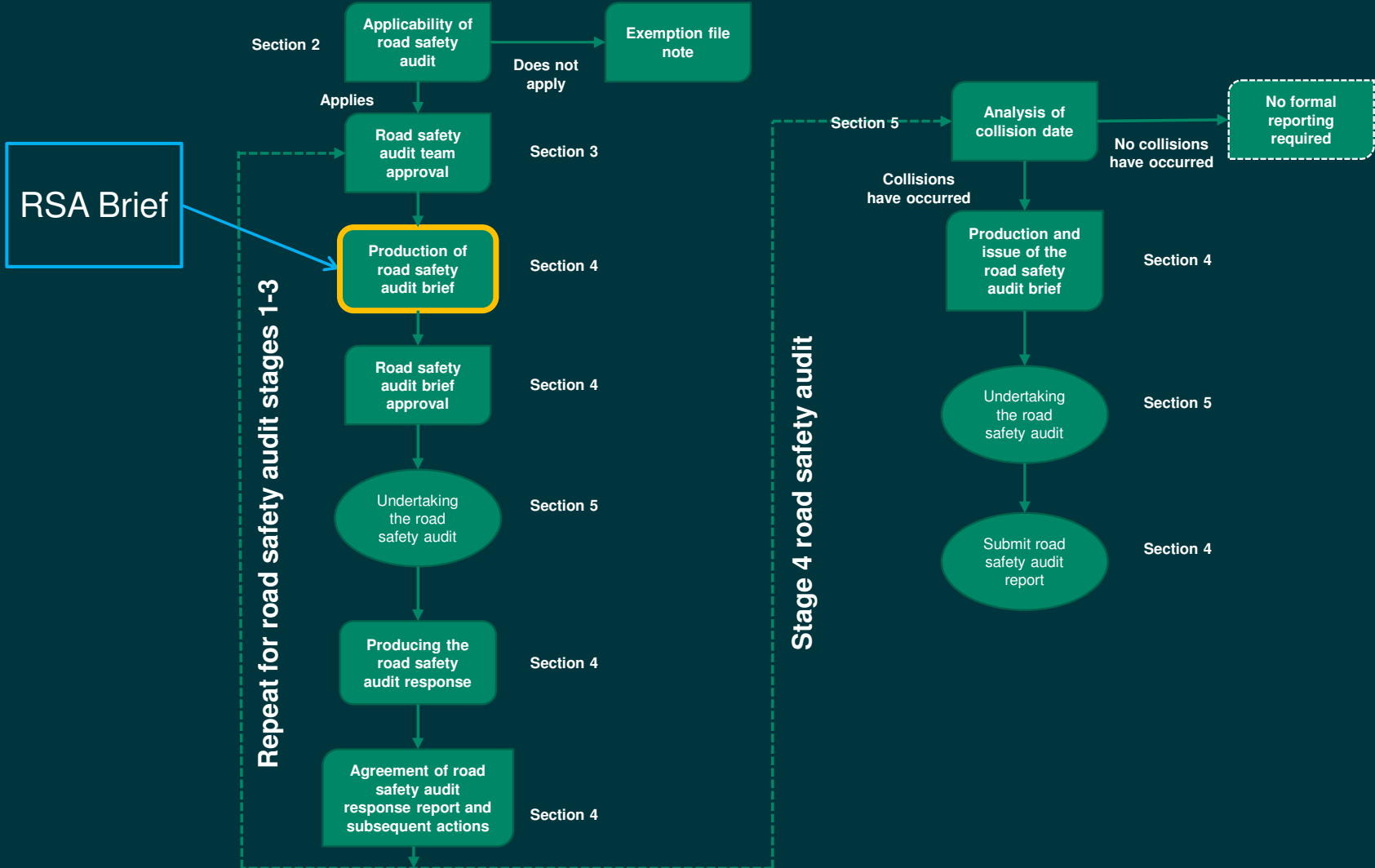
RSA team approval shall be recorded within the highway scheme file and communicated to the RSA team)

## Training and competency of RSA Team

	RSA team observer	RSA team member	RSA team leader
Training	10 days of formal collision data analysis or road safety engineering / road design training	10 days of formal collision data analysis or road safety engineering / road design training	10 days of formal collision data analysis or road safety engineering / road design training
CPD	N/A	A minimum of 2 days CPD in the field of RSA. Collision data analysis or road safety engineering in the last 12 months.	A minimum of 2 days CPD in the field of RSA. Collision data analysis or road safety engineering in the last 12 months.
Experience	1 year of collision data analysis or road safety engineering / road design experience	2 years collision data analysis or road safety engineering / road design experience	4 years collision data analysis or road safety engineering / road design experience
	N/A	5 RSAs completed when the last 24 months as team leader, member or observer	5 RSAs completed when the last 24 months as team leader, member or observer



# RSA Brief



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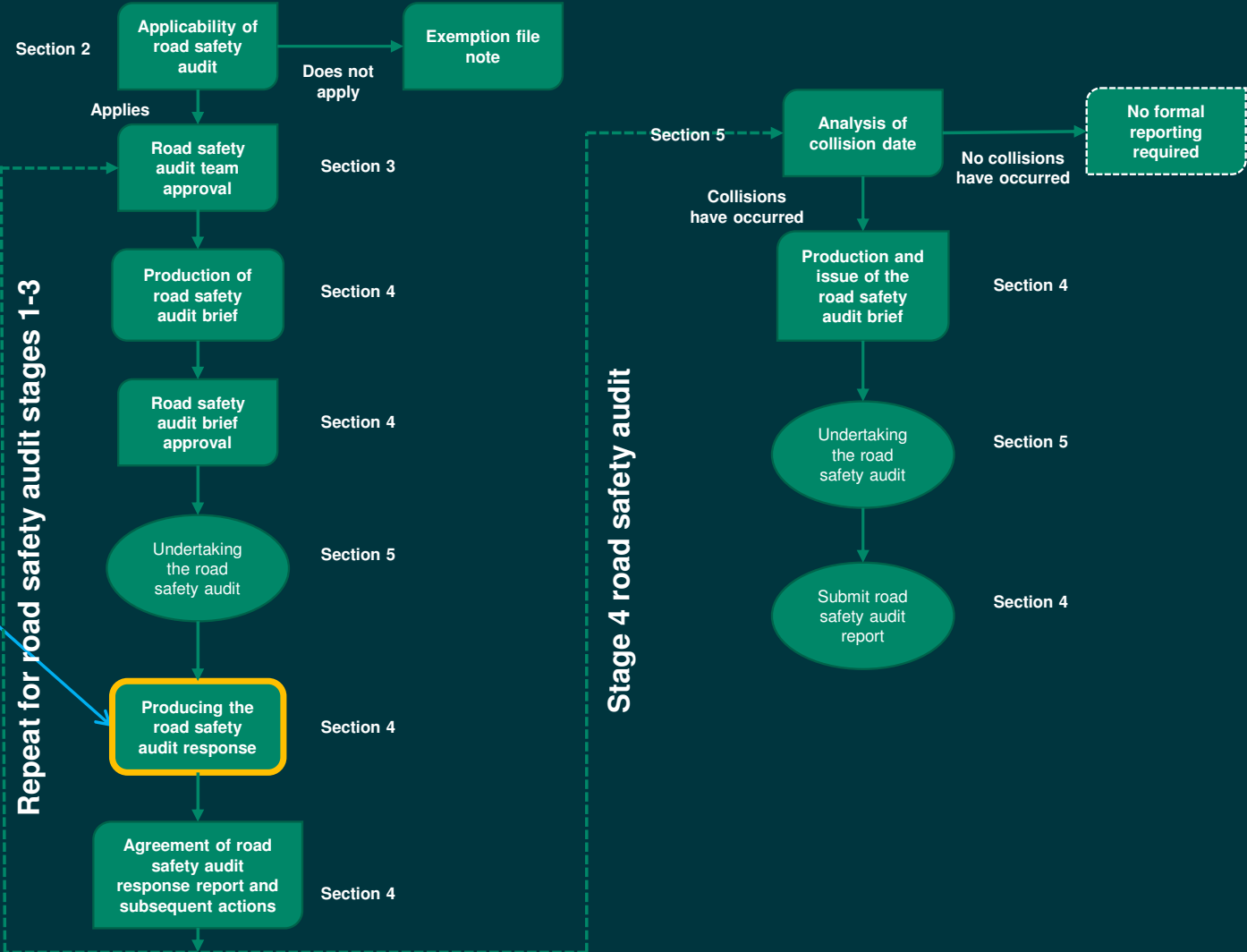
## Audit Brief

- Design Team Responsibility to prepare draft brief (*Section 4, 4.2*).
- Approved by Sponsor who may delete unnecessary items
- Any changes **MUST** be documented.
- Brief to be issued to the RSA Team Leader.
- **Illustrative example provided in Appendix C GG119**

Generally, the contents of the Brief should include:

- General contact details (incl. Police / maintaining agent)
- Scheme drawings
- Scheme details
- Relevant factors affecting safety
- Collision data
- Previous audits (and any changes implemented since last audit)
- Departures from Standard
- Any Strategic Decisions made during the development of the design

# Response Report



# Road Safety Audit Response Report

The design organisation is responsible for managing the production of the response report (*Section 4, 4.12 & APPENDIX F*).

The report shall include:

- Summary of the scheme
- The stage of the RSA (1, 2 or 3)
- The RSA Report and
- The date of the RSA Report

The design organisation shall either:

1. Accept the RSA problem and recommendation.
2. Accept the problem raised but suggest an alternative (giving reasons)
3. Disagree with the problem and recommendation (giving reasons)

- A decision log shall be prepared identifying the decisions agreed between the Design and the Overseeing Organisations.

Table F.4 Road safety audit decision log:

RSA Problem	RSA Recommendation	Design Organisation Response	Overseeing Organisation Response	Agreed RSA Action
Insert the original problem from the RSA	Insert the original Recommendation from the RSA report	Insert the design organisation's response	Insert the Overseeing Organisation's response	Insert the design organisation's and the Overseeing Organisation's agreed action to the problem

**Questions?**

# Thank you

For further queries/information :

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