

**ROAD SAFETY AUDIT POLICY****Purpose of Report**

1. To agree a new policy for Road Safety Audit of highway schemes.

**Background**

2. Road Safety Audit is a formal procedure for assessing the accident potential and safety performance in the provision of new road schemes and other highway schemes. Safety Audits are undertaken by auditors independent of the scheme designers.
3. Historically the County Council has undertaken audits in accordance with the guidelines issued by the Institute of Highways and Transportation (IHT).
4. In November 2003 the Highways Agency issued new requirements (HD19/03) for the undertaking of Safety Audits on Trunk Roads and Motorways. A number of highway authorities are moving to the requirements of HD19/03 for audits on local roads although this is not a mandatory requirement.
5. The schemes subject to audit include:
  - highway improvements
  - major maintenance and
  - developers' designs

**Main Considerations for the Council**

6. The new Highways Agency Road Safety Audit standard is significantly more onerous than the IHT standard. To adopt the full standard would have significant resource issues, primarily increased costs. All audits are undertaken by Ringway Parkman to satisfy the requirement of an independent assessment.
7. The major changes introduced by HD19/03 are:
  - minimum of two persons to undertake the audit
  - night-time visit mandatory at Stage 3
  - all members of the audit team shall carry out each site visit together
  - mandatory that auditors are independent and competent
  - guidelines on acceptable training, skills and experience of auditors
  - formal monitoring at 12 months and 36 months after completion of consultation
8. Neither the IHT nor HD19/03 standards give an indication of the type of scheme to be audited, only the procedures to be adopted when audit is undertaken. To assist in identifying the schemes requiring audit an in-house "Safety Audit Considerations Checklist - Assessment of Issues" has been devised by officers. For smaller schemes the completion of the checklist is sufficient audit.

**Environmental Impact of the Proposal**

9. None.

### **Risk Assessment**

10. It is important that highway authorities have a clearly defined policy for the safety auditing of highway schemes to demonstrate that the safety of new schemes has been robustly checked. The authority is at risk from litigation without such a policy.

### **Financial Implications**

11. The enhanced Safety Audit procedures will be an additional cost to be taken from the funding allocated to individual schemes.

### **Options Considered**

12. Continue to undertake audits in accordance with IHT guidelines.
13. Undertake all audits in accordance with the Highways Agency standard HD19/03.
14. Develop a safety audit policy adopted to reflect the requirements of HD19/03 for appropriate schemes.

### **Reason for Recommendation**

15. To ensure highway schemes are subject to robust Road Safety Audit but appropriate to the magnitude of the scheme on a cost-effective and efficient basis.

### **Recommendation**

16. That:-
  - (i) The guidelines set out in **Appendix 1** be adopted for the Road Safety Audit of highway schemes.
  - (ii) The requirements of HD19/03 be subject to the relaxations indicated in **Appendix 2**.

**ALAN FEIST**

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**The following unpublished documents have been relied on in the preparation of this Report:**

None

### **AUTHORISATION**

I approve the adoption of the guidelines for the Road Safety Audit set out in **Appendix 1** subject to the relaxations of the requirements of HD19/03 indicated in **Appendix 2**.

Date .....

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Miss M.F. de Rhé-Philippe  
Cabinet Member for Environment, Transport and  
Economic Development

**ROAD SAFETY AUDIT OF HIGHWAY SCHEMES - GUIDELINES**

TYPE OF SCHEME	TYPE OF SAFETY AUDIT REQUIRED
Minor maintenance schemes Minor traffic schemes (signing/lining etc) Uncontrolled/informal pedestrian crossings	County Council Checklist only
New formal pedestrian crossings	Combined Stage 1/2 plus Stage 3 HD19/03
New traffic signal schemes	
Major maintenance involving changes to junctions, signs or lines	
Change of junction type or size	
New road or junction layout	Stages 1, 2 and 3 HD19/03
Large improvement schemes or where casualty reduction is primary reason for scheme	Stages 1, 2 and 4 Optional: Stage 4 may be required to specifically monitor the scheme HD19/03

### **RELAXATIONS TO HD19/03**

1. **Box 2.23 and 2.26** - The audit team members are likely to have worked in Wiltshire for many years. As the schemes are likely to be in locations with which the auditors may be familiar, it is not mandatory to visit the site. The audit team leader will make this decision.
2. **Box 2.29** - The need for a Stage 3 night-time audit will be agreed between the Client and the audit team leader.
3. **Box 2.34** - Stage 4 audits will not normally be required. The accident investigation teams of the County Council and RingwayParkman monitor road improvements. However, the Client may commission Stage 4 audits, particularly for large schemes or where accident reduction is an important part of the reason for a scheme. The decision should be made at the annual review.
4. **Box 2.50 and 2.51** - The requirements of the audit team membership may be relaxed from that shown. The team leader should be an experienced accident investigation engineer with relevant and recent training and safety audit experience. They should have been a member of an audit team at least ten times before becoming a team leader. Team members should be experienced highway design/traffic/maintenance/accident investigation engineers. Others can attend audits as training or general professional development, but will not be recorded as part of the team.

**Note:** Refer to the boxes in that document