

# **GUIDELINES**

## **Roadside Crash Markers**

## 1. Purpose

These Guidelines have been prepared to assist local government implement the Roadside Crash Marker Program. The program aims to:

- Raise road safety awareness by identifying where fatal and serious injury crashes have occurred.
- Involve local communities in a positive way in road safety issues that affect them.
- Reflect the Government's ongoing commitment to community road safety as detailed in the *Tasmanian Road Safety Strategy 2007-2016*.

## 2. Background

Roadside crash markers are standard roadside guideposts, painted black or red with a symbolic reflector, which marks locations where fatal or serious injury crashes have occurred, with one post representing one particular crash. A black marker post identifies the location of a fatal crash, while a red marker post indicates where serious injury crashes have occurred. For a crash where there is more than one fatality or serious injury, reflective crosses or strips can be applied to the marker post to represent each additional injury or fatality.

Explanatory information signs indicating the existence of the Roadside Crash Marker Program in a municipality are not compulsory. However, local government authorities wishing to display explanatory information signs can liaise with the Department of State Growth (State Growth) to arrange installation. This will usually occur on state-owned roads at key entry points to the municipality. The signage will be funded and installed by State Growth.

## 2. Scope

For communities who want roadside crash markers installed State Growth will:

- Make available officers to assist and advise local government authorities to implement the Roadside Crash Marker Program.
- Arrange for the installation of roadside crash markers for fatality and serious injury crashes in a participating municipality, at the request of the concerned individual or their primary guardian.
- Notify the local government authority when roadside crash markers are to be installed and also removed.

To recognise that the road environment, driver attitudes and vehicle safety may alter, State Growth in conjunction with local government authorities, will:

- Not install roadside crash markers for crashes that have occurred more than 3 years previous to the date of request.
- Manage the removal of roadside crash markers 5 years after installation

This program identifies the site of fatal or serious crashes in rural areas only. The program is not available in urban areas.

### **3. Definitions**

For the purpose of the Roadside Crash Marker Program:

A fatality crash is where a person is killed at the time of the crash or dies of injuries sustained in the crash within 30 days of the crash.

A serious injury crash is defined as a crash in which a person sustains serious injury and is hospitalised for a period of five days or longer.

### **4. Consultation with Community**

#### 4.1 Fatalities

In participating municipalities, crash markers can be installed for a fatal crash that has occurred up to 3 years previously if requested by a next-of-kin family member.

Should a family require more information about the Roadside Crash Marker Program or object to the placement of a roadside crash marker, they can contact the Senior Consultant, Road Safety Branch, State Growth.

In all instances, for new (January 2008 onwards) and past fatal crashes, roadside crash markers will not be placed against the wishes of the next-of-kin family members. In the case where a multiple fatality has occurred the families of all victims must be agreeable before the roadside crash marker can be placed. If an objection occurs from a next-of-kin family member of one of the victims, then the roadside crash marker will not be placed.

Requests for the installation of roadside crash markers and consultation processes should be dealt with in a sensitive manner.

#### 4.2 Serious Injuries

Where serious injuries have been sustained in a crash State Growth will approve a roadside crash marker if the individual concerned or their primary guardian requests that a marker be placed.

Information relating to serious injury roadside crash markers will be promoted to Tasmanian communities. Through the Motor Accidents Insurance Board (MAIB) seriously injured clients will be invited to participate in the program.

#### 4.3 Awareness Raising

General awareness raising of the Roadside Crash Marker Program is to occur through self-explanatory gateway signage and the crash markers themselves. Information regarding the program is available on the State Growth website. Local government authorities can assist in awareness raising through promoting the program in local community publications.

#### 4.4 Handling of Issues / Concerns

The installation of roadside crash markers may be a sensitive issue for families, individuals and community members.

In circumstances where the installation of a roadside crash marker is opposed by a person in the community who is not a family member, the conflict should be resolved locally where possible with the assistance of an identified local government officer. This process may involve an existing group or Community Safety Committee.

Where a grievance or dispute cannot be handled locally the matter can be referred to the Manager, Road Safety Branch, State Growth.

Cases may also occur where a family initially agrees to the installation of a roadside crash marker and later requests its removal. In these situations the roadside crash marker will be removed.

Some families may not support identification of the site with a cross on the roadside crash marker, as this may be culturally inappropriate. In such cases a reflective dash may act as a substitute.

The Road Safety Branch (refer section 8) is available to assist with these issues.

## **5. Roadside Crash Markers - Types and Appearance**

The roadside crash markers should conform to State Growth's current Performance Based Specification for guideposts (Construction Specification R62).

Roadside crash markers for fatality crashes are black.

Roadside crash markers for serious injury crashes are red.

A small reflective cross will be attached to the black fatality roadside crash marker posts. A reflective rectangle offset by twenty-five degrees will be attached to red serious injury roadside crash markers. Roadside crash markers with reflective material must be fitted with Class 1 reflective material (Appendix 1).

## **6. Installation and Removal Requirements**

Roadside crash markers must be installed at the roadside adjacent to where crashes have occurred and in accordance with the following requirements:

- Roadside crash markers should be placed in line with existing guideposts or no less than 1.5 metres away from the edge of the road where there are no existing guideposts.
- Roadside crash markers should be placed no closer than 3 metres from an existing guidepost.

Roadside crash markers need to be placed in the same line to the guideposts to present a coherent line and patterns of delineators to the night driver. Particular attention should be paid to the vertical and horizontal alignment of guideposts and their spacing in accordance with AS 1742.2

- Extraneous delineators not conforming to the pattern shall not be permitted. In the situation where it is deemed necessary for a roadside crash marker to be located outside the line of guideposts, a reflective delineator on the roadside crash marker cannot be used.
- On roads that are provided with guard railing, roadside crash markers must be positioned 300 millimetres behind the rail.

- Roadside crash markers must be placed no closer than 10 metres to an intersection or junction.
- Roadside crash markers will be placed where appropriate road infrastructure permits. Primarily this will only be at sites where guideposts exist.
- Before roadside crash markers are placed in position, it is essential to ensure no underground services will be affected.

Installation and maintenance of the roadside crash markers are the responsibility of the local government authority and must be conducted by authorised local government personnel. The installation and maintenance of the roadside crash marker must be conducted in accordance with the Tasmanian Code for Traffic Control at Worksites. The situation where a member of the community is placed at risk whilst installing or maintaining a roadside crash marker must be avoided.

A standard permit is available to all local government authorities wishing to place roadside crash markers. The permit, once completed, will remain active indefinitely. There is no need to apply for additional permits regarding each roadside crash marker (Refer Appendix 3).

Local government authorities will be required to inform State Growth's Regional Network Managers of the scheduled dates for installation of markers. This is to ensure roadside maintenance crews are aware of scheduled works. This will require submitting an *Acceptance of Conditions and Intention to Commence Work* form prior to installing markers and an *Advice of Completion of Work* form within 7 days after installation – refer Appendix 3.

Local government authorities must obtain a permit from State Growth before an explanatory sign (refer Appendix 2) is placed on a state road. State Growth officers will assist local government authorities with processing permits and identifying appropriate locations for the explanatory signs.

## **7. Register of Markers**

State Growth will maintain a register of roadside crash marker locations.

Local government authorities will provide State Growth with an annual report of installation details for each crash marker at the end of each financial year. This report is to be received by the end of the second week in July.

## **8. Funding**

State Growth will provide all roadside crash markers to local government authorities wishing to participate in the Roadside Crash Marker Program.

Local government authorities may seek assistance in regard to provision and installation of any explanatory signage identifying the Roadside Crash Marker Program. State Growth will provide the signs and fund their installation.

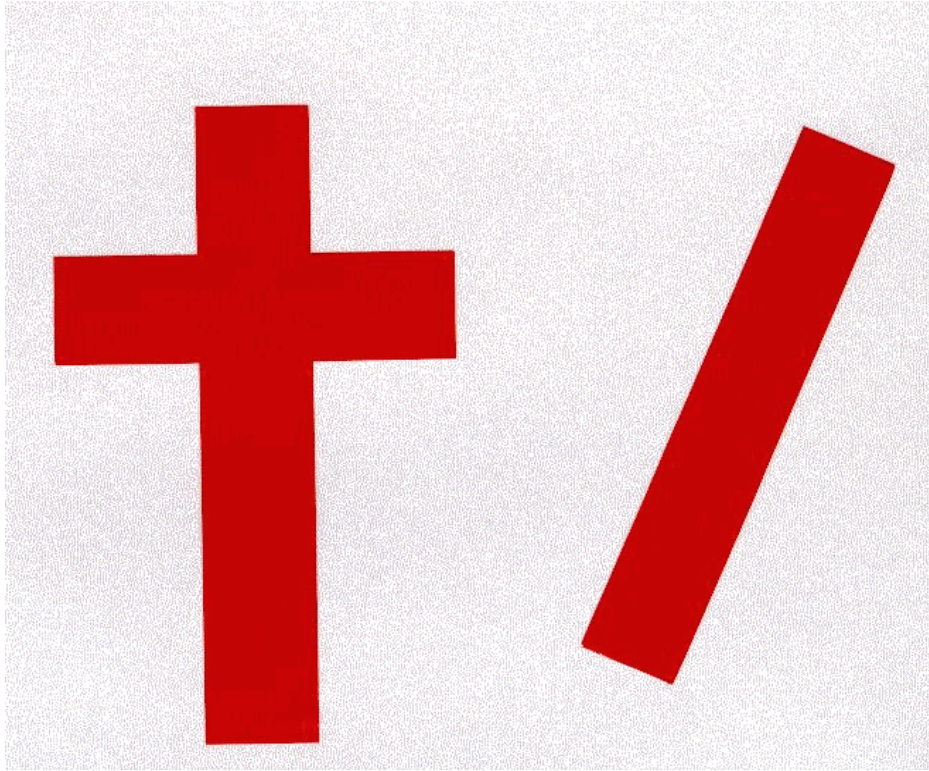
## 9. Contacts

For further information and assistance please contact the:

**Manager, Road Safety Branch** Ph. 03 6166 3242

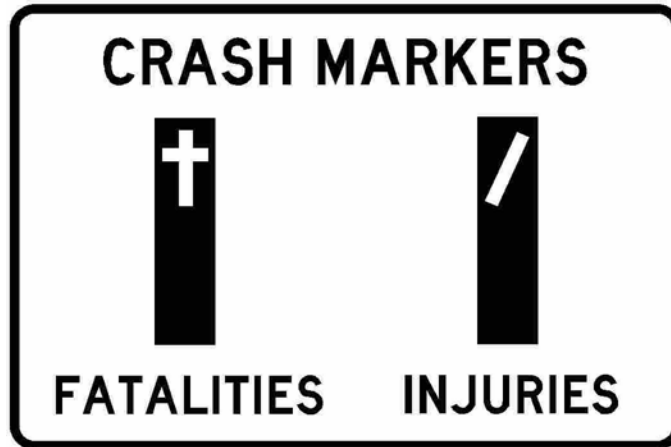
## Appendix 1

Sample of Crash Marker Reflectors



## Appendix 2

### Explanatory signs



1800x300





## Appendix 3

### Department of State Growth

TRAFFIC INFRASTRUCTURE SERVICES DIVISION

Enquiries: «RegionalNetworkManager»

Ph: (03) «PhoneNumber» Fax: (03) «FaxNumber»

Email: «EmailAddress»@stategrowth.tas.gov.au Web: www.stategrowth.tas.gov.au

Your Ref: N/A Our Ref: 028595



Permit No. «PermitNumber»

«CouncilAddress»

### PERMIT FOR INSTALLATION OF ROADSIDE CRASH MARKERS

*THIS PERMIT PROVIDES AUTHORIZES «CouncilNameCaps» **OR ITS AGENT TO CARRY OUT WORKS FOR THE UNDERTAKING OF INSTALLING ROADSIDE CRASH MARKERS WITHIN THE STATE ROAD RESERVATIONS, AS SET OUT BELOW, SUBJECT TO THE PROVISIONS OF THE ROADS AND JETTIES ACT 1935 AND OTHER CONDITIONS SPECIFIED ON THIS PERMIT, INCLUDING BOTH SPECIAL CONDITIONS OF PERMIT AND GENERAL CONDITIONS OF PERMIT.***

#### **ACTIVITIES WITHIN STATE ROAD RESERVATIONS**

Undertaking of placement of Roadside Crash Marker Posts in State Roads within the «CouncilName» Area along the following State Roads: Highways, Main Roads, Secondary Roads, and Tourist Roads as listed on the State Growth database.

#### **SPECIAL CONDITIONS OF PERMIT**

##### **General**

This permit is for «CouncilName» to undertake the installation of Roadside Crash Markers in its municipal area.

##### **Liaison During Operations, Including Emergency Contact**

Any changes to the works programmes and/or the following plans shall be notified immediately to the nominated officer (refer page 1 for details). Changes shall also be provided to the permit officer in writing on the next working day.

However, for emergencies, as per General Conditions of Permit 16, the Statewide Emergency Contact Phone Number for Road and Bridge Emergencies is **1800 005 282**.

«CouncilName» shall include this number in its work procedures/instructions.

##### **State Growth Contract Works**

State Growth has numerous contracts for road reconstruction and maintenance in the State Road Network.

«CouncilName» shall liaise with the nominated officer and ensure that any contract works are not disrupted or impeded. «CouncilName» shall be liable for the costs of any delays to these contracts.

**Traffic Management Plan (TMP)**

The TMP shall include the following requirements:

- As per State Growth General Specification "G2.6 Traffic Management" and indicated in the TMP:

Traffic Management shall be in accordance with:

- (i) The Tasmanian Traffic Act;
- (ii) The Tasmanian Traffic (Road Rules) Regulations;
- (iii) Traffic Control at Work Sites Code of Practice;
- (iv) AS1742 Part3 and AS/NZS 3845; and
- (v) Australian Standard Field Guide series SAA HB81.

The precedence of the documents (and their prescriptions and guidance) shall be in the order as listed above.

- «CouncilName»'s TMP shall not conflict with other TMPs.
- For Mobile Works Signage Layouts the work site shall address:
  - (i) The conditions of the specific road section (such as the sight distance available around curves); and
  - (ii) The recommended distances between lead vehicles and tail vehicles stated in AS1742.3 Part 4.9.3(e).
- A reduced speed zone of 60km/h on >60km/h speed limited roads be applied when the work area is between 1.2m and 3m from moving traffic (refer to Section 4.3 of AS1742.3).
- Where the work is more than 3m from moving traffic but inside the fenced road reserve the requirements of Section 4.3(a) of AS1742.3 shall be adhered to.
- All permanent signs are to be covered in a manner that will not cause damage. Any damaged signs are to be replaced immediately.
- 40km zones are to be kept to actual work sites, i.e. where workers are actively engaged in work related activities.
- Signs are to be on both sides of the road.
- "Prepare to Stop" signs are to be used, a single vehicle mounted sign is unacceptable.
- Access onto and off the State Road for all works vehicles is to be kept to a minimum and shall be by existing accesses with the use of the appropriate advanced standard signage. Any damage to existing infrastructure, in particular crossovers and roadside drainage, shall be repaired immediately. If temporary accesses are required construction shall be of sufficient integrity to provide for the safe entry and exit of construction equipment without damage to existing infrastructure.

**GENERAL CONDITIONS OF PERMIT**

- 1) This permit is for the proposed actions of «CouncilName» to undertake installation of Roadside Crash Markers within the nominated State Road Reservations.
- 2) The markers are to be installed in accordance with State Growth's Road User Service's Division **Guidelines – Roadside Crash Markers**.
- 3) Maintenance of the markers is the responsibility of the permit holder.
- 4) State Growth's nominated officer is to be contacted at least seven (7) days prior to the desired date of commencement of the installation of a crash marker.

- 5) Telecommunications, electricity, water, sewerage and other utilities may be located within State road reservations. No warranty is given as to the existence, location and condition of other utilities within the State road reservations. Prior to the commencement of works «CouncilName» must obtain all necessary approvals and information on the location of utilities from other utility owners having plant installed in the State road reservations that may be affected by the works. «CouncilName» will be responsible for any costs, claims, proceedings and any damages, should any other utilities be damaged as a result of its work.
- 6) Utility owners and other organisations undertaking works in the road reserve are required to meet State Growth standards for traffic management associated with the installation, inspection and maintenance of any facilities, including the development of traffic management plans when appropriate. All traffic control must be performed and certified by accredited traffic control personnel. All works within the State road reservations must also comply with all relevant Workplace, Health and Safety regulations. Traffic management on State roads during the period of the installation works is to be in accordance with legislation for the control of traffic at road work sites and the Department's General Specification G2. At least one clear lane is to be open to traffic in all directions at all times. Restriction to hours of work can be applied and a Traffic Management Plan for the period of the works is required. The Traffic Management Plan is to be forwarded to the Department for assessment and acceptance prior to the commencement of works in State road reservations. The Traffic Control Code of Practice is available on the website at [www.transport.tas.gov.au/services/](http://www.transport.tas.gov.au/services/).
- 7) The permit holder is responsible for obtaining all necessary approvals from State and Commonwealth Government agencies and Local Government authorities for the installation in the State road reservations including those relating to environmental, cultural and heritage matters.
- 8) The permit holder will provide the Department with an annual report of the installation details for each roadside crash marker at the end of each financial year. This report to be received by the end of the second week in July.
- 9) The Department's supervisors or contractors may conduct audits for your compliance with the requirements of this permit.
- 10) No warranty is given in regard to land stability, fire, vandalism or other impacts, which may occur within State road reservations.
- 11) Responsibility for risk assessment and compliance with relevant standards associated with the installation of utilities in State road reservations rests with the utility owner.
- 12) Any variations to these conditions must be approved by the Department of State Growth prior to commencement of any work affecting a State road reservation. The Department's nominated officer is to be contacted in the event of road operation or maintenance issues arising. The officer is also the agency point of contact for the Department's road maintenance contractor for this area.
- 13) The consent given by this permit is valid indefinitely whilst agreeable to both parties from the date of issue for roadside crash marker installation purposes.
- 14) The permit holder will notify the Department when all works have been completed.
- 15) The «CouncilName» is required to save and keep indemnified the Minister administering the *Roads and Jetties Act 1935* against all or any costs claims proceedings and demands whatsoever and by whomsoever arising out of or in respect of the installation of the utility in the State road reservations including during the period of the installation works. The indemnity includes damage to the utility resulting from maintenance and other road operation activities in the State road reservations and environmental actions resulting from the approval of the installation of the utility in the State road reservations.

Please carefully read then sign and return the attached service permit agreement. **This permit shall be valid only upon the receipt of the agreement**, and any queries regarding the conditions of this permit should be referred to the permit issuing officer.

Richard Burk  
**Manager Traffic Engineering Branch**

For and on behalf of

Rene Hidding MP  
**MINISTER**

Copy for: «RegionalNetworkManager»

**DEPARTMENT of STATE GROWTH  
(TRAFFIC INFRASTRUCTURE SERVICES DIVISION)  
GPO Box 936, Hobart TAS 7001**

**ACCEPTANCE OF CONDITIONS AND INTENTION TO COMMENCE WORK**

**PERMIT NO.:** «PERMITNUMBER»  
**PERMIT HOLDER:** «COUNCILNAME»

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1. Please return original copy to our «RegionalNetworkManager», Department of State Growth, GPO Box 936, Hobart Tas 7001.
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*THIS SECTION IS TO BE COMPLETED BY:*            «CouncilName».

This is to notify receipt of Permit No.: «PermitNumber» dated 19 March 2008.

It is our intention to commence work to install Roadside Crash Markers at the following Location(s):

- ..... (list exact location)
- ..... (list exact location)
- ..... (list exact location)

on the following date ...../...../.....

I/We acknowledge acceptance of all of the terms and conditions of this permit and agree to undertake the work in accordance with the said terms and conditions without exception.

I/We agree to save and keep indemnified the Minister Administering the *Roads and Jetties Act 1935*, against all or any costs, claims, proceedings and demands whatsoever and by whomsoever, arising out of or in respect of the approved proposal.

.....  
(Signature)

.....  
(Date)

File No: 028595

**DEPARTMENT of STATE GROWTH  
(TRAFFIC INFRASTRUCTURE SERVICES DIVISION)  
GPO Box 936, Hobart TAS 7001**

**ADVICE OF COMPLETION OF WORK**

**PERMIT NO. «PERMITNUMBER»**

**PERMIT HOLDER: «CouncilName»**

Please return original copy to our «RegionalNetworkManager», Department of State Growth, GPO Box 936, Hobart Tas 7001.

*THIS SECTION IS TO BE COMPLETED BY: «CouncilName».*

This is to notify that works associated with Permit Number «PermitNumber» dated 19 March 2008 relating to the installation of a Roadside Crash Marker were completed at the following location(s):

- ..... (list exact location)
- ..... (list exact location)
- ..... (list exact location)

on the following date: ...../...../.....

.....  
(Signature)

.....  
(Date)

**OFFICIAL USE ONLY**

Verified by ..... Date .....

Entered in Spreadsheet: Yes / No (please circle)