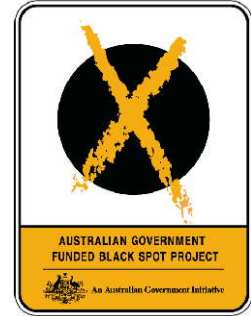




Australian Government

**Department of Infrastructure, Transport,
Regional Development and Local Government**



**DEPARTMENT OF INFRASTRUCTURE, TRANSPORT
REGIONAL DEVELOPMENT AND LOCAL
GOVERNMENT**

AUSLINK

AUSLINK BLACK SPOT PROJECTS

NOTES ON ADMINISTRATION

**ISSUE DATE
November 2008**

TABLE OF CONTENTS

1.	BACKGROUND	
1.1	The Notes should be read in conjunction with the AusLink Act	4
1.2	The Notes only cover projects approved or deemed approved under the AusLink Act	4
1.3	Definitions of the terms used in the Notes	4
1.4	Use of the Notes	4
1.5	Department Contact	5
1.6	AusLink Website and the Information Technology System	5
2.	GENERAL REQUIREMENTS FOR AUSLINK BLACK SPOT PROJECTS	
2.1	Objective	6
2.2	Eligibility	6
2.3	Eligible Costs	7
2.4	Metropolitan and Non-Metropolitan Black Spots	7
2.5	Administration	8
2.6	Black Spot Projects Undertaken as Part of Larger Works	8
2.7	Time Frame for Approved Projects	8
3.	AUSLINK BLACK SPOT CRITERIA	
3.1	Proposals based on crash history	10
3.2	Road Safety Audit proposals	10
4.	NOMINATION AND ASSESSMENT OF PROJECT PROPOSALS	
4.1	Nominations	11
4.2	Costs Used in Project Assessments	11
4.3	Consideration by State Consultative Panel	12
4.4	State submission of projects recommended by the Consultative Panel	12
4.5	Federal Minister may nominate Australian Government priorities	12
4.6	A project must adhere to Australian Government environment and heritage legislation	12
5.	APPROVING A PROJECT PROPOSAL	
5.1	Consideration by Federal Minister	13
5.2	Federal Minister will issue a project approval instrument for approved projects	13
5.3	Announcement of approval by Federal Minister	14
6.	DEALING WITH PROJECT VARIATIONS	
6.1	Federal Minister may vary or revoke a project approval	15
6.2	Variation of Cost	15
6.3	Variation of Scope	15

7.	THE CLAIMING OF PAYMENTS	
7.1	Mandatory conditions apply to Commonwealth funding	16
7.2	Calculation of payments	16
7.3	Reporting requirements of funding recipients	17
7.4	Expenditures reported must be net of the Goods and Services Tax	18
8.	INFORMATION, RECOGNITION AND EVALUATION	
8.1	Recognition	19
8.2	Signposting	19
8.3	Information and Inspections	19
8.4	Evaluation	19
APPENDIX A	TREATMENT / CRASH REDUCTION MATRIX	20
APPENDIX B	ANNUAL FINANCIAL STATEMENT	24
APPENDIX C	COMPLETED PROJECT COSTS RETURN	26
APPENDIX D	SIGNS	27

1. BACKGROUND

1.1 The Notes should be read in conjunction with the *AusLink Act*

These Notes on Administration should be read in conjunction with the *AusLink (National Land Transport) Act 2005* (the *AusLink Act*).

The *AusLink Act* describes 6 elements under AusLink including: AusLink National Projects, AusLink Transport Development and Innovation Projects, AusLink Funding for Land Transport Research Entities, AusLink Strategic Regional Projects, AusLink Black Spot Projects and the AusLink Roads to Recovery Program. These Notes on Administration (the Notes) only relate to AusLink Black Spot Projects – Part 7 of the *AusLink Act*.

1.2 The Notes only cover projects approved or deemed approved under the *AusLink Act*

The Notes cover only those projects approved under the *AusLink Act* and projects approved under the *Australian Land Transport Development Act 1988 (ALTD Act)* during the period 2002-03 to 2004-05 which are covered by a registered determination under the *AusLink (National Land Transport – Consequential and Transitional Provisions) Act 2005* to become project approvals under the *AusLink Act*.

1.3 Definitions of the terms used in the Notes

The definitions set out in section 4 of the *AusLink Act* apply to these Notes. Other terms used in these Notes include:

AusLink Act means the *AusLink (National Land Transport) Act 2005*.

Minister means an Australian Government Minister administering the *AusLink Act* or the Parliamentary Secretary to the Minister.

State(s) means all, or any, Australian states, the Australian Capital Territory and the Northern Territory.

LGA means Local Government Authority.

1.4 Use of the Notes

The Notes are designed to provide guidance on the day to day operation of Part 7 of the *AusLink Act*.

The Department of Infrastructure, Transport, Regional Development and Local Government (DITRDLG) recognises that there may be circumstances in relation to individual AusLink Black Spot Projects which cannot be readily addressed by reference to the Notes. States are encouraged to discuss any such issues with DITRDLG in the first instance.

1.5 Department Contact

The contact in the Department for AusLink Black Spot matters is:

Section Head
Local Roads Programs
Infrastructure Investment
Department of Infrastructure, Transport,
Regional Development and Local Government
GPO Box 594
CANBERRA ACT 2601

For information about AusLink Black Spot Projects including how to nominate a potential Black Spot, please contact the Black Spot Manager on (02) 6274 7111. The facsimile number is (02) 6274 6151.

The email address is: blackspot@infrastructure.gov.au

1.6 AusLink Website and the Information Technology System

An AusLink website has been created <<http://www.auslink.gov.au/>>.

This website provides access to information about AusLink. The *Notes on Administration* are included on the website.

The AusLink Program Management System (APMS) has been developed to provide an effective and efficient funding management system that allows funding recipients to interact directly with the Infrastructure Investment Division of DITRDLG. States are encouraged to use the technology to submit online project data as well as monthly and annual reports. DITRDLG anticipates that, over time, the submission of paper reports will be phased out.

States are encouraged to develop procedures to provide latitude and longitude co-ordinates for projects as these co-ordinates are expected to be a future requirement of the AusLink IT system.

2. GENERAL REQUIREMENTS FOR AUSLINK BLACK SPOT PROJECTS

2.1 Objective

The objective of AusLink Black Spot Projects is to reduce the social and economic costs of road trauma by:

- the identification and cost effective treatment of locations with a record of casualty crashes;
- placing significant focus on the need to reduce rural road trauma, in accordance with national road safety policy objectives; and
- using a proportion of funds to treat sites which have been identified as potential crash locations through official road safety audits, and to implement other road safety measures.

Australian Government funding for AusLink Black Spot Projects, which focuses on cost effective treatment of hazardous road locations, makes an important contribution in reducing the national road toll under the National Road Safety Strategy and Action Plan.

Financial assistance is provided to improve the physical condition or management of sites noted for a high incidence of crashes involving death and injury, often termed 'black spots'. AusLink Black Spot Projects also aim to encourage the implementation of safety-related traffic management techniques and other road safety measures that have proven road safety value such as traffic signs, traffic control equipment, street lighting etc.

2.2 Eligibility

In accordance with the criteria in Part 3, projects are eligible for funding as AusLink Black Spot Projects if they are for the improvement of road safety of a site and the site has contributed to, or is likely to contribute to, serious motor vehicle crashes involving death or personal injury.

In general, sites which do not meet the crash history criterion, but are eligible on the basis that the site is likely to contribute to serious motor vehicle crashes involving death or personal injury, will have been the subject of an official road safety audit report.

Consistent with Section 71 of the *AusLink Act*, a site may be all or part of any road. Projects cannot be nominated on the declared National Land Transport Network as the Australian Government is contributing major funding to construction and maintenance projects on this under the AusLink Investment Program.

AusLink Black Spot Projects focus on locations where the highest benefits can be achieved. Works eligible for funding may include any safety-related construction, alteration or remedial treatment.

2.3 Eligible Costs

AusLink Black Spot funds are available to treat the road safety problem at sites. Funding may be sought for all or part of the costs directly associated with an approved AusLink Black Spot project. To achieve maximum effect from the available funding, the emphasis will be on low-cost, high-return projects. The Australian Government's funding contribution for each project will not exceed \$1,000,000.

Direct costs to state road and transport agencies of supervising or managing the delivery of approved projects are eligible project costs. Direct administrative costs should be a component of the total project cost submitted for consideration by the Consultative Panel.

A design stage road safety audit is not mandatory under the AusLink Black Spot Program but may be a requirement in some States. Where a project proponent considers that a design stage road safety audit is appropriate or a design stage road safety audit is required by the relevant state road authority, the cost of a design stage road safety audit undertaken as part of an AusLink Black Spot project approved on the basis of a site's crash history is an eligible project cost.

Ineligible costs are:

- Purchase of road-building plant or equipment;
- Costs involved in the preparation of Road Safety Audits used to support a nomination for AusLink Black Spot funding under Part 3.2 of the Notes;
- Maintenance costs; and,
- Costs incurred after installation.

Funding will not be provided for Goods and Services Tax (GST) paid on supplies as States and LGAs can obtain the full input tax credits for these amounts. All cost estimates provided in respect of AusLink Black Spot Projects must be net of the GST cost component on supplies.

2.4 Metropolitan and Non-Metropolitan Black Spots

More than 60 per cent of road deaths and a significant proportion of serious injuries occur outside metropolitan areas. The need to reduce road trauma in rural areas was identified as a priority in the 1997 National Road Safety Package. The National Road Safety Strategy 2001-2010 specifically targets inhabitants of rural and remote areas in its strategic objective to improve equity among road users.

In recognition of this, approximately 50 per cent of Black Spot funds in each state (other than Tasmania, the Australian Capital Territory and the Northern Territory) will be reserved for projects in non-metropolitan areas.

For the purpose of this provision, metropolitan areas are defined, on the basis of Australian Bureau of Statistics statistical divisions, as cities and towns with a population in excess of 100,000. The urban-rural criterion is not applied to Tasmania, the Australian Capital Territory and the Northern Territory.

2.5 Administration

AusLink Black Spot funding is administered on behalf of the Australian Government by DITRDLG. State road and transport agencies manage approved projects within each State.

States must observe funding conditions as provided in Part 7 of the *AusLink Act*. These Notes provide additional information on meeting these conditions.

A Consultative Panel has been established in each state comprising, as appropriate, representatives of the relevant state road and transport agency, local government, and community and road user groups. The purpose of the panels is to consider and comment upon all nominations for black spot treatment within a state. The Minister has appointed a Chair of each Consultative Panel. The Minister or the Chair may, from time to time, amend the composition of the Consultative Panel except that the panel must always include a representative of the relevant state road and transport agency.

The panel secretariats are provided by the state road and transport agencies. Agencies provide expert input to the consultative panels, particularly with regard to the collation and assessment of site nominations.

2.6 Black Spot Projects Undertaken as Part of Larger Works

Discrete sites or lengths to be treated as part of a larger project and/or program of works may be nominated for AusLink Black Spot Program funding. Any such site or length must meet the eligibility criteria for AusLink Black Spot funding and be accompanied by evidence that the crash statistics supporting the nomination relate to the discrete site or length for which funding is sought.

Where possible, projects to be undertaken as a part of larger works should be identified prior to approval.

Eligible project costs such as design, construction and direct administration are to be apportioned appropriately where Black Spot funded works are undertaken as part of a larger project. For example, where the Black Spot funded works comprised 10% of the road length treated then 10% of all eligible project costs must be apportioned to the AusLink Black Spot Program.

2.7 Time Frame for Approved Projects

In general, an AusLink Black Spot Project is approved for delivery in a specified financial year and project proponents are encouraged to ensure that approved projects are either complete or are sufficiently advanced to enable payment of approved Australian Government funding.

Where a project will not be complete within the financial year for which it was approved, project proponents should discuss the circumstances of the delay with their state road authority. Multi-year projects do not include projects where the final seal or related works are not able to be completed within the approved financial year.

Project proponents may nominate a multi-year project for AusLink Black Spot funding. Multi-year project nominations should be clearly presented as such to the Consultative Panel and the Minister to enable full consideration of whether the commitment of forward funding is warranted.

3. AUSLINK BLACK SPOT CRITERIA

3.1 Proposals based on crash history

Funding is mainly available for the treatment of black spot sites with a proven history of crashes. Project proposals of this sort must be able to demonstrate a benefit to cost ratio (BCR) of at least 2. A discount rate of 7% should be applied in the calculation of BCRs however other rates are allowed, for instance, where a State uses an alternative discount rate when assessing proposals for State government funding. The discount rate used by the State must be applied to the assessment of all candidate projects.

For discrete sites (eg, an intersection, mid-block or short road section) the minimum eligibility criterion will be a history of at least three casualty crashes over a five-year period.

For road lengths the minimum eligibility criterion is an average of 0.2 casualty crashes per kilometre per annum over the length in question measured over five years OR the length must be amongst the top 10% of locations identified in each state which have an identified higher crash rate than other roads.

Notes: Measures of casualty crashes should be provided from the most recently available 5 year period.

The road length criterion may only be applied to proposals for the treatment of road lengths of three kilometres or more. This is to ensure that the road length in question has a crash history similar to that required for a discrete site.

A table of crash reduction potentials for typical treatments is provided at Appendix A to assist crash analysts and traffic management engineers. The table is not intended to replace more detailed information and professional judgement that may be available at the local level.

For guidance on crash location identification and treatment, practitioners are referred to Austroads guidelines.

3.2 Road Safety Audit proposals

In addition to the above, up to 30% of AusLink Black Spot funds may be used for the treatment of sites which may not meet the above crash history criteria, but which have been recommended for treatment in an official road safety audit report provided by the project proponent.

A suitable standard for completion of a road safety audit is described in the AUSTROADS publication "Road Safety Audit (2nd Edition)" AP-G30/02, ISBN 0 85588 589 0.

Road safety audits should normally recommend the treatment that is proposed for AusLink Black Spot funding. Where this is not the case, the state road authority must advise DITRDLG that it has assessed the proposed treatment and considers it appropriate.

4. NOMINATION AND ASSESSMENT OF PROJECT PROPOSALS

4.1 Nominations

Nominations of sites are invited from state and local governments, community groups, clubs and associations, road user groups, industry and individuals.

Community nomination and joint funding of projects is encouraged. Applications which indicate a commitment of funds, labour or materials from other government or community/industry sources for associated works will receive favourable consideration.

All nominations are to be referred to:

The Black Spot Consultative Panel
c/- State road and transport agency in your state.

(A list of addresses for the state road and transport agency in each state is included on the back of the nomination form).

On receipt of a site nomination, the State will assess the eligibility of the nomination against the criteria and undertake a benefit-cost assessment of a treatment proposal. In assessing nominations, States are not required to use the table at Appendix A and are free to use their own assessment methodology. However, States must ensure that all nominations for a particular year are assessed using the same methodology and the same inputs such as crash reduction percentages and project life assumptions. States may be required to provide advice to DITRDLG on their project assessment procedures and methodology and an undertaking that all project assessments are consistent with these procedures.

All nominations will be referred to the Consultative Panel. However, nominees should be aware that nominations for sites which fail to conform to the criteria will not be considered for approval.

Nominees should note that Australian Government funding for AusLink Black Spot Projects will be paid directly to the States. States are then responsible for distributing project funds against each approved project as appropriate.

4.2 Costs Used in Project Assessments

For nominations based on crash history, DITRDLG recommends that States use the full cost of the project, including proposed contributions from external sources, when calculating the BCR for the project.

Funding contributions from other sources may be taken into account by the State Consultative Panel when recommending nominated projects for consideration by the Minister. The Minister may have regard to the extent to which persons other than the Australian Government propose to contribute funding when considering whether it is appropriate to approve a Black Spot project.

4.3 Consideration by State Consultative Panel

Each nomination is to be submitted to the relevant State Consultative Panel for consideration against the AusLink Black Spot criteria. In general, nominations will be ranked according to priority based on the assessment undertaken by the State and the State may include relevant comments arising from the assessment, to assist the Panel's consideration of the nomination. Ranking of proposals assessed on crash history should generally consider the proposal's BCR. For road safety audit nominations, DITRDLG supports ranking of proposals on the basis of systematic risk assessment methodology.

Consultative panels will recommend nominated projects for consideration by the Minister, and comment, where appropriate, on proposals.

4.4 State submission of projects recommended by the Consultative Panel

State agencies, on behalf of the Consultative Panel, are invited to forward submissions to DITRDLG comprising projects recommended by the Consultative Panel for consideration by the Minister. States should endeavour to forward submissions within 6 weeks of the Consultative Panel meeting.

Preferably, submissions comprising recommended projects should be provided in electronic format using the template available for downloading from APMS.

4.5 Minister may nominate Australian Government priorities

The Minister may consider Black Spot projects recommended by a State Consultative Panel. Under Section 73(3) of the *AusLink Act*, the Minister may nominate Australian Government project priorities at any time and may consider other projects that meet the eligibility criteria for an AusLink Black Spot Project.

4.6 A project must adhere to Australian Government environment and heritage legislation

States are reminded that proposals with significant environmental or heritage implications should conform to the requirements of relevant Australian Government and State legislation (as amended from time to time).

The States' attention is drawn to the requirements of the *Environment Protection and Biodiversity Conservation Act 1999* and their need to liaise with the relevant environmental agencies to identify any environmental and/or heritage issues that need to be addressed and, if necessary, to refer any matters of national environmental or heritage significance to the Australian Government Minister for the Environment, Heritage and the Arts and the Australian Government Minister for Infrastructure, Transport, Regional Development and Local Government.

5. APPROVING A PROJECT PROPOSAL

5.1 Consideration by Federal Minister

Upon receipt of the State's submission, DITRDLG will prepare the necessary documentation for the Minister's consideration. DITRDLG will endeavour to forward the submission to the Minister for approval within 6 weeks of receiving all details of recommended projects from the State.

Eligible project proposals will be considered for approval according to a range of factors, which are intended to maximise the safety benefits of AusLink Black Spot Projects. In making an assessment of which eligible projects will be approved for funding as AusLink Black Spot Projects, the matters to which the Minister may have regard include, but are not limited to, the following factors:

- the relative safety and economic merits of proposals;
- relative merits of competing projects for which an official road safety audit report has been obtained;
- the Australian Government's policy on the mix of projects between urban and rural areas;
- recommendations made by the State Consultative Panel;
- available funding levels;
- contributions to the project from sources other than the Australian Government;
- whether the Australian Government's funding contribution for each project will not exceed \$1,000,000; and
- anticipated completion times of proposals.

5.2 Federal Minister will issue a project approval instrument for approved projects

The Minister will issue a project approval instrument for an AusLink Black Spot Project or Projects for each State. Section 74(1) of the *AusLink Act* states that the project approval instrument for AusLink Black Spot Projects must:

- (a) identify the project; and
- (b) specify the maximum funding amount that the Commonwealth may contribute to the project; and
- (c) identify the eligible funding recipient, being a State or authority of a State, to which funding may be paid; and
- (d) if the approval is conditional on a funding agreement being entered into with the eligible funding recipient - contain a statement to that effect.

5.3 Announcement of approval by Federal Minister

State Ministers will be advised in writing of the outcome of the Minister's decision. The Minister may announce publicly the approval of projects within a State at the same time as notifying the State.

No public announcement concerning an AusLink Black Spot Project or Projects is to be made by a State agency or Minister before the Australian Government Minister's announcement. Information and recognition requirements are set out in Part 8 of these Notes.

6. DEALING WITH PROJECT VARIATIONS

6.1 Federal Minister may vary or revoke a project approval

The Minister may use section 76 of the *AusLink Act* to vary or revoke the project approval instrument for an AusLink Black Spot Project.

6.2 Variation of Cost

Australian Government payment for each project is limited to the maximum funding amount specified in the approval instrument for that project and formal variation of an approved project must be sought by the State and authorised by the Minister.

Formal variation of existing approvals must be sought prior to the commencement of construction where it is known that the cost of an individual project is subject to an increase of 20% or \$30,000, whichever is the lesser (ie: where a project is subject to an increase of less than 20% but that percentage is greater than \$30,000 or where a project is subject to an increase of less than \$30,000 but that change is greater than 20% of the maximum funding amount then prior approval for the change is required).

Any request to vary the cost of a project under this provision must be accompanied by sufficient details explaining the reasons for the requested variation to enable the Minister, or his/her delegate, to have regard to the merits of each request for variation.

Formal variation of all minor increases in the cost of approved projects (ie: those less than 20% or \$30,000) must also be sought as soon as practicable. Such minor variations are expected to be of a routine nature and need not be sought in advance of construction but States are reminded that a payment to cover a minor increase in cost to an approved project cannot be made until the maximum funding amount for the project is formally varied by the Minister or his/her delegate.

It is expected that an annual process of reconciling the maximum funding amount with the final cost of completed projects will be undertaken towards the end of each financial year. However, States may request a variation to reconcile a completed project or group of completed projects at any time during the financial year.

6.3 Variation of Scope

Formal approval for significant changes to the scope of approved projects must be sought prior to the commencement of construction. A significant change includes additional treatments, omission of approved treatments and changes to the original proposal and any such request to vary the approved scope must be accompanied by sufficient details explaining the reasons for the requested variation.

The Minister's power to vary any project approval instrument is discretionary.

7. THE CLAIMING OF PAYMENTS

7.1 Mandatory conditions apply to Commonwealth funding

Funding payment must be expended on the funded project

Under Section 81 of the *AusLink Act*, the funding payment must be wholly spent on approved purposes in relation to the funded project.

Funding Recipient must give Minister audited financial statements

Under Section 82 of the *AusLink Act*, for each financial year in which the funding recipient spends or retains any of the funding payment, the funding recipient must give to the Minister within 6 months after the end of that year a written statement regarding the amount spent during the year and the amount retained at the end of the financial year and a supporting auditors report. Refer to section 7.3 for further information about this requirement.

Funding recipient must allow inspections by authorised persons

Under Section 83 of the *AusLink Act*, the funding recipient must permit an authorised officer to inspect any work involved in the carrying out of the funded project and to inspect and make copies of any documents relating to the funded project.

Funding recipient must maintain records relating to motor vehicle crashes

Under Section 84 of the *AusLink Act*, the funding recipient must maintain, and make available as required, records relating to the nature and frequency of motor vehicle crashes involving death or personal injury occurring at the site of the funded project.

Amount repayable on breach of condition

Under Section 85 of the *AusLink Act*, the funding recipient may be required to repay an amount specified by the Minister in writing if the Minister is satisfied that the funding recipient has failed to fulfil any condition that applies to the funding payment.

7.2 Calculation of payments

Funds will be paid directly to the States, which will be responsible for distributing project funds against each approved project.

Payments will be made directly to the States, based on project expenditures reported in the status report explained in the next section. Payments are calculated for each project, as follows:

- Actual expenditures incurred to date
- Plus: Forecast expenditures for next two months
- Less: Payments made previously
- Less: Any amount above the maximum funding amount.

Payments are designed to cover the expenditure needs for each approved project until the next due date of payment.

Under Section 78(3) of the *AusLink Act*, the total amount of funding provided for a project must not exceed the maximum funding amount specified in the project approval instrument.

States are reminded that forecast expenditures must be broken down by project or all forecast expenditure will be excluded from a payment. This level of reporting is required to enable DITRDLG to meet the requirements of the *AusLink Act*.

7.3 Reporting requirements of funding recipients

States will provide reports notifying DITRDLG of the financial status of approved projects and annual performance measures. The *AusLink Act* requires states to provide annual audited financial statements.

Status reports

Status Reports should be provided to DITRDLG, in electronic format using the template available for downloading and uploading through APMS, every second calendar month or as required with a minimum of one report each financial year. The purpose of the report is to enable payments to be made to the State while updating the Australian Government on the progress of projects.

The Department acknowledges that the states and territories can include in their Status Reports claims for projects that have “Not Started” and that funding is required for preconstruction activities such as detailed design, underground service location, community consultation and purchase of project related materials.

It is intended that the timing and amounts of payments to the States will be based on the timing of the provision of, and the information provided in, the status reports. DITRDLG is prepared to make payments on a monthly basis if status reports are lodged each month.

It is expected that Status Reports will also be used, in consultation with the States, to reconcile the maximum funding amount with the final cost of completed projects to ensure maximum funds are available for new projects.

Annual Statement of Expenditure

Each state is required to submit to the Minister, as soon as practicable after 30 June each year, financial statements giving details of expenditure from amounts paid under the *AusLink Act*. In preparing statements, states should have regard to the various requirements and conditions specified in the *AusLink Act*.

The preferred format for statements of expenditure is at Appendix B. This format includes amounts spent or retained during the financial year from amounts paid to the state under the *AusLink Act*.

The *AusLink Act* specifies that this statement must be accompanied by a certificate from the funding recipient and a report by an 'appropriate auditor'. It is expected that the statement by the funding recipient will be provided by the Chief Executive Officer in the form set out in Appendix B.

The statement should be completed and forwarded to DITRDLG for Ministerial consideration no later than six (6) months following the end of the financial year for which expenditure is being reported. States which have not submitted an Annual Statement of Expenditure by 31 December will not receive any further Black Spot payments until the statement is submitted.

A single report covering all AusLink expenditure by the state, but which separately accounts for expenditure under each of the AusLink funding streams, can be provided.

Final Project Cost Return

States should provide a return to DITRDLG on an annual basis setting out the total final cost of approved projects, including any costs not passed on to the Australian Government, for projects which became 'Financially Complete' during the preceding financial year.

The return should be submitted no later than 31 December each year in the format set out in Appendix C.

The first of these returns should be completed in respect of the 2008-09 financial year and states are not required to collect this information for projects completed in previous financial years.

7.4 Expenditures reported must be net of the Goods and Services Tax

Expenditures reported in the status report must be net of the GST component on supplies as the eligible funding recipient can claim input tax credits on amounts of GST paid on supplies. Expenditures in the report must be compiled from GST compliant business systems.

8. INFORMATION, RECOGNITION AND EVALUATION

8.1 Recognition

The Minister shall be responsible for publicity on AusLink Black Spot funding and on approved AusLink Black Spot Projects. Publicity material prepared by a state is permissible where projects are at least equally funded by the Australian Government and state governments. In this case, states shall advise DITRDLG of impending publicity relating to approved projects. Such publicity must be cleared by DITRDLG before release and must acknowledge the Australian Government funding role.

8.2 Signposting

States shall erect signposting at approved Black Spot work sites, except where the project cost is less than \$100,000. These signs shall remain in place for at least one year. A temporary sign is to be erected while construction work is in progress on projects less than \$100,000. Any other signposting relating to a project must be endorsed by the Minister.

Signs are to conform to the wording and layout in Appendix D. For work sites in urban areas where the speed limit is restricted to 50km/h, a smaller size sign measuring not less than 600 mm wide x 900 mm high may be used.

8.3 Information and Inspections

Under the *AusLink Act*, the funding recipient must permit an authorised officer to inspect any work involved in the carrying out of the funded project and to inspect and make copies of any documents relating to the funded project. In practice, it is expected that Australian Government officers connected with the administration of AusLink Black Spot funding will, from time to time, seek information relating to individual projects.

8.4 Evaluation

It is of fundamental importance that AusLink Black Spot Projects be accountable for results in terms of outcomes. To determine its actual effect on crashes, formal evaluation of AusLink Black Spot Projects may be conducted from time to time.

As set out under Section 84 of the *AusLink Act*, funding recipients must maintain, and make available as required, records relating to the nature and frequency of motor vehicle crashes involving death or personal injury occurring at the site of funded projects.

Treatment/Crash Reduction Matrix*

APPLICATION OF THE TREATMENT/CRASH REDUCTION MATRIX

Traffic crashes arise through a combination of factors and remedies can be sought through a variety of approaches. This matrix focuses on traffic engineering remedies. The matrix provides broad guidance only and is not intended to replace local experience or judgement.

Assuming that sites have been identified for treatment on the basis of a history of crashes or other systematic technique, crashes at the site should then be analysed in terms of the pattern of accident-types [DCA code] and any consistency of other factors. If road-related factors are relevant to the amelioration of crashes at a site, this matrix can be used for guidance as to the influence of particular treatments.

The matrix provides 'ball-park' guidance on the estimated extent of change in crashes of particular types that might generally be expected from a range of typical treatments. The reductions for the various treatments are averaged values and therefore the results [percent reduction] that will be observed when any particular treatment is installed may be greater or less than the value in the tables.

The selection of a particular treatment will of course depend on a range of factors, including the characteristics of crashes, the expected potential of reducing those crashes, the cost of alternative treatments, possible wider road network considerations, and so on. The Australian Manual of Uniform Traffic Control Devices sets out minimum warrants for a number of treatments.

The matrix is divided into two tables:

Table 1: *relates to intersections (and intersection-related crashes);*

Table 2: *relates to road sections (and non-intersection-related crashes). This table is spread over two pages 2(a) and 2(b) for the ease of reading the information.*

At some locations more than one road feature may be present, eg consider a tee intersection on a curved section of road - crashes of accident-type DCA codes 801-804 [run off road types] occurring at such a location would generally not relate to the intersection. On the other hand, crashes of codes 101-109 would relate to traffic movements at the intersection.

The matrix tables emphasise the importance of the road user movements that lead up to the crash in the determination of appropriate treatments. The average costs per casualty crash have been derived for Australia-wide use and are split by 'Rural' and 'Metro' environments and are based on there being good coding compatibility between the crash data being used and the "Definitions for Coding Accidents [DCA]" codes.

The crashes described by the DCA codes and the costs per crash for DCA codes relate to one-vehicle and two-vehicle crashes. The vehicles encompassed are all road vehicles eg cars, trucks, motor bikes, and bicycles. A treatment may be installed to provide for a particular vehicle type eg traffic signals for bicycles where a bicycle track crosses an arterial road, or the improvement of lighting at an intersection where there are many bicycles at night and, say, a history of crashes of DCA codes 301-304.

**Acknowledgment: This matrix was prepared by Dr David Andreassen of Data Capture Analysis*

Table 1 - Intersection Matrix - Intersection related crashes.

Accident-type [DCA Code]		101-109	201	202-206	301-304	305-307	308, 309	001-003	706-707	601, 401-2
Description		Adjacent approach	Head on	Opposing turns	Rear end	Lane change	Parallel lanes, turning	Vehicle hits pedestrian	Loss of control, L or R turns	Hit parked, parking vehicle
Treatment		Estimated Crash Reduction – Percent Change								
Code	Type									
K 1	Roundabout	75			+20		+20	+30	+140	
K 2	New traffic signal [no turn arrow]	80		+90				30		
K 3	New signal with turn arrows	70		50				30		
K 4	Remodel signal	50		60				30		
K 22	Add right turn arrow			65						
K 5	Grade separation	100		50			20	70	50	
K 6	Improve sight lines	30		30				30	20	
K 7	Street closure [one leg of cross]	50		50				50	10	
K 8	Street closure [close stem of Tee]	100		100				50	100	
K 9	Non-skid treatment				40				30	
K 10	Stagger cross intersection [right-left]	70		50	+30	+10				
K 11	Improve/reinforce priority signs [eg Stop]	50								
K 12	Ban right turns			50			50		50	
K 13	Ban left or U turns			Note 1	50		50		50	
K 14	Improve lighting							30		
K 15	Traffic islands on approaches	50	20	50	20				10	10
K 16	Indented right island			30	40				20	20
K 17	Painted turn lane			20	40					20
K 18	Ban parking adjacent to intersection	10			20	20		30		50
K 19	Extend median through intersection	75	100	100				50		
K 20	Reduce radius on Left turn slip lane				50					
K 21	Protected L turn lane in crossing street				30					
Cost per casualty crash (\$1000)	Metro	122.0	262.9	126.9	62.7	95.0	83.8	165.0	99.1	122.9
	Rural	258.8	465.5	213.6	146.9	238.8	188.3	289.4	206.8	209.5

Note 1 For treatment code K 13, banning U-turns is a relevant treatment for DCA 207 with an estimated crash reduction of 50 %. [Costs for 207 - \$119.5K (Metro) and \$216.7K (Rural)] Banning left turns is a relevant treatment for DCA 203, 205, and 206 with a 50 % reduction.

Table 2 (a) Road Sections Matrix - Non-intersection related crashes

Accident-type [DCA Code]		201	202-206	301-304	305-307	001-003	601,401, 402
Description		Head-on	Opposing turns	Rear end	Lane change	Vehicle hits pedestrian	Hit parked, parking vehicle
Treatment		Estimated Crash Reduction – Percent Change					
Code	Type						
S 1	Median on existing road	90				50	
S 2	Pedestrian refuge					50	
S 3	Pedestrian crossing					40	
S 4	Pedestrian overpass					90	
S 5	Pedestrian signals					70	
S 6	Ped crossing lighting					60	
S 7	Improved route lighting					30	
S 8	Clearway, parking bans			20		30	50
S 9	Indented RT island		30	40			
S 10	Painted turn lanes		20	30			
S 11	Roadside hazards – Remove	Note 2					
S 12	Roadside hazards – Guard rail						
S 13	Non-skid surface			20			
S 14	Seal shoulder	40					
S 15	Advisory speed sign on curves	30					
S 16	Delineation						
S 17	Edgelines						
S 18	Reconstruct superelevation on curve	50					
S 19	Climbing lane [overtaking lane]	30 Note 3				+10	
S 20	Signs [rail crossing]						
S 21	Flashing lights [rail crossing]						
S 22	Barriers/gates[rail crossing]						
S 23	Bridge/overpass[rail crossing]						
S 24	Frangible posts, poles						
Cost per casualty crash (\$1000)	Metro	262.9	126.9	62.7	95.0	165.0	122.9
	Rural	465.5	213.6	146.9	238.8	289.4	209.5

Note 2 For treatment code S 11, the effect of removing objects that were hit after a vehicle left the road is to reduce crashes that relate to hitting the objects [DCA 703, 704, 803 & 804]. However, the reduction in these crashes will be matched by an increase in DCA 701, 702, 801 & 802 as vehicles will continue to leave the road, but now without hitting objects [all else being equal]. The net benefit relates to the difference in the cost of the accident-types.

Note 3 For treatment code S 19, DCA 501 is also relevant [use DCA 201 cost].

Table 2 (b) Road Sections Matrix - Non-intersection related crashes

Accident-type [DCA Code]		On Straight			On Curve			903
		701-702	703-704	705	801-802	803-804	805	
Description		Off road	Off road, hit object	Loss of control, on road	Off road	Off road, hit object	Loss of control, on road	Vehicle hits train
Treatment		Estimated Crash Reduction – Percent Change						
Code	Type							
S 1	Median on existing road							
S 2	Pedestrian refuge							
S 3	Pedestrian crossing							
S 4	Pedestrian overpass							
S 5	Pedestrian signals							
S 6	Ped crossing lighting							
S 7	Improved route lighting							
S 8	Clearway, parking bans							
S 9	Indented RT island							
S 10	Painted turn lanes							
S 11	Roadside hazards –Remove	+80	80		+80	80		
S 12	Roadside hazards –Guard rail	30	30	+30	30	30	+30	
S 13	Non-skid surface	30	30	30	30	30	30	
S 14	Seal shoulder	40	40	40	40	40	40	
S 15	Advisory speed sign on curves				30	30	30	
S 16	Delineation	30	30	0	30	30	0	
S 17	Edgelines	30	30		30	30		
S 18	Reconstruct superelevation on curve				80	80	80	
S 19	Climbing lane [overtaking lane]							
S 20	Signs [rail crossing]							15
S 21	Flashing lights [rail crossing]							50
S 22	Barriers/gates[rail crossing]							80
S 23	Bridge/overpass[rail crossing]							100
S 24	Frangible posts, poles		Note 4			Note 4		
Cost per casualty crash (\$1000)	Metro	94.1	192.1	99.1	148.0	227.7	104.9	443.1
	Rural	183.8	318.4	206.8	285.0	354.4	188.8	654.1

Note 4 For treatment code S 24, the effect will be that the injury outcome distribution will change within DCA codes 703, 704, 803, 804 rather than a reduction in the number of crashes per se. This gives reduced average number per crash of deaths and serious injuries and more minor injuries.

Note 5 Accident-type [DCA - “Definitions for Coding Accidents”] refers to the system of classifying crashes by the movements of road users leading up to the impact. Descriptions of the system are to be found in “Standard Accident Definitions: Primary Accident Classes and Accident Types, Andreassen, D., in Australian Road Research, 13[1], pp 10-24, March, 1983” and various later versions.

Annual Financial Statement

FINANCIAL STATEMENT

AUSLINK BLACK SPOT PROJECTS

AusLink (National Land Transport) Act 2005

Statement of amounts spent or retained for expenditure

from monies paid to the state of _____

Line 1: Amount carried forward from year ended 30 June 200__	\$_____
Line 2: Amount received during year ended 30 June 200__	\$_____
Line 3: Amount spent during year ended 30 June 200__ out of the funding payment	\$_____
Line 4: Amount retained out of the funding payment as at 30 June 200__	\$_____

Note: Line 1 + Line 2 must equal Line 3 + Line 4

(signature of the authorised officer of the funding recipient)

Dated/...../.....

Appendix B

The following certificates and report will be required in respect to the financial statement:

1. A certificate from the funding recipient, usually the Chief Executive Officer or his/her delegate, that:
 - "The amount spent during the year out of the funding payment has been wholly expended on approved purposes in relation to the funded project(s)."

2. A report in writing and signed by the Auditor-General of the State stating, in his or her opinion:
 - whether the financial statement is based on proper accounts and records;
 - whether the statement is in agreement with the accounts and records; and
 - whether the amount spent during the year out of the funding payment has been on the funded project(s).

Signs

Signs erected at approved Black Spot sites must conform to the following wording and layout:

Colour of background: *White*

Colour of circle: *Black*

Colour of cross and panel at base: *Yellow or Pantone 123*

Colour of crest, border and text: *Black*



Electronic images of the Black Spot sign in EPS, JPG or TIF formats are available from each state road authority or the Black Spot unit in DITRD LG.