Car park safety checklist

Print it, walk the car park, tick it off and keep it with your maintenance records. Full guide: safewiseaustralia.com/guides/car-park-safety-checklist/

Wheel stops

- [ ] One per bay, centred, in a straight row
- [ ] Present, not loose, cracked or missing
- [ ] Anchors tight (concrete: M10 or M12; asphalt: 300mm spikes or screw anchors)
- [ ] Reflective panels clean and intact
- [ ] Not projecting into a walkway (trip hazard)
- [ ] Setback matches the layout (commonly cited, AS/NZS 2890.1, check the current edition): 620mm nose-in or 900mm reverse-in from a kerb up to 150mm; 820mm or 1100mm from a higher kerb or wall
- [ ] Height: 100mm is the commonly cited maximum

Bollards

- [ ] Upright, no lean or moving base plate
- [ ] Anchors tight, no dents
- [ ] Reflective band visible, not faded or covered
- [ ] Powder coat intact (rust starts where steel shows)
- [ ] Paths, lift lobbies, columns, meters, hydrants and doors marked off, access kept clear
- [ ] Pedestrian gaps about 1000–1200mm clear; 1200mm on a wheelchair route

Accessible bay bollard

- [ ] Bollard present in the shared area, upright and fixed
- [ ] Band visible; position and height checked with your certifier (commonly summarised from AS/NZS 2890.6 as 1300mm installed height with a reflective or contrasting band; check the current edition)
- [ ] Shared area clear of bins, stored items and parked cars

Reserved bays: removable bollards

- [ ] Key register up to date: who holds each key
- [ ] Keys collected when a resident leaves; spares with the manager
- [ ] Locks work and sockets are clear of grit
- [ ] Removed bollards stored in a holder, not left on the ground

Sightlines and signage

- [ ] Convex mirrors clean and aligned at blind corners
- [ ] Line marking, arrows and crossings visible
- [ ] Accessible bay, exit and speed signs readable
- [ ] Lighting checked at night as well as by day

Trip hazards

- [ ] No wheel stop or removed bollard in a pedestrian path
- [ ] No lifted anchors or broken stops
- [ ] Speed humps intact and visible

Who to involve

- [ ] Engineer or certifier: anything that must comply, such as bay layout and accessible bays
- [ ] Owners corporation: work on strata common property
- [ ] Council: works on a footpath, nature strip or road reserve
- [ ] Installer: locate services first with Before You Dig Australia (byda.com.au)

Site

Inspector

Date

General guidance, not a compliance certificate. Check the current edition of any standard. SafeWise bollards are not crash-rated. Setbacks are commonly cited figures; your engineer, certifier or council decides.