

# MEETING MINUTES



Government  
of South Australia

Department of Planning,  
Transport and Infrastructure

**Subject** Rail Commissioner Steering Committee Meeting

**Chair** Michael Deegan

**Date** 20 March 2015

**Start** 10.00 am

**Location** RMH Level 6 Meeting Room 6.1

**Finish** 11.00 am

We pay our respects to the Kaurna people - Traditional Owners of the land on which we meet. We acknowledge their ancestors and their sharing of their ancestral lands. (We also acknowledge all other traditional owners and their ancestors, who have joined us today)

## 1. Meeting Opening

### 1.1 Welcome and Apologies

Michael Deegan welcomed Paul Gelston to the Rail Commissioner Steering Committee meeting and noted Julie Holmes and Gabby O'Neill as apologies.

## 2. Confirmation of Previous Minutes

### 2.1 Confirmation of previous minutes

Minutes from meeting held on 20 February 2015 approved and advised meeting minutes to be published.

## 3. Actions Arising from Previous Minutes

### 3.1 Actions arising from previous meeting

Noted.

## 4. Rail Safety Governance

### 4.1 Rail Safety Governance update

#### Governance Structure and Terms of Reference

The Rail Commissioner signed off the Rail Safety Governance Structure and the Rail Commissioner Steering Committee Terms of Reference - KNet reference # 9387477.

## 5. Reports from the Deputy Rail Commissioners

## 5.1

### Reports from the Deputy Rail Commissioners

#### Report from the Deputy Rail Commissioner – Operations update

##### Daily operations:

- **Performance** generally going well on both Train and Tram with occasional signalling problems as with Dry Creek Depot recently – being investigated.
- **Special Events** – moving into the AFL season shortly with weekly events but planning was well advanced with greater Electric multiple Unit (EMU) availability than last season which will assist people movement.
- **New Time Table** – to come into operation for trams, currently under consideration.
- **Signalling** – Signalling issues to be discussed in more detail later. Development of the Automatic Train Protection Project was a key item to consider as was Overhead Line Electrification (OLE) maintenance.
- **Office of the National Rail Safety Regulator (ONRSR) Audits and visits** ONRSR issued a program of audits and inspections. Road/Rail vehicles and asset management had gone well. Next audit includes governance due for May 2015.
- **Seaford Line** – recent customer correspondence and Gov Chat communication had highlighted Seaford line issues which were now under review.

#### Report from the Deputy Rail Commissioner – Asset Management, Engineering and Project Delivery update

##### Focus on:

- **Grange/Outer Harbor closure** – work completed on the Grange/Outer Harbor line on 9 March 2015, holiday weekend went well and congratulations to all workers involved.
- **Adelaide Convention Centre** – risk assessments progressing and meeting to review approach in May 2015. Electrical solutions in progress, ensuring that all areas are aligned and on track.
- **Seaford line** – Maintenance works on Seaford line upcoming and advised all areas are working together on this.
- **Media** – works on tram line. Program of works for next financial year scheduled for December 2015 to January 2016 in the CBD – Morphettville Street Bridge.

## 6. Signalling Issues

6.1	<ul style="list-style-type: none"> <li>• <b>Signal Passed At Danger (SPAD) Report - Brief</b> - SPAD Report provided focusing on the last 5 SPWA. SPWA rate per million track kilometres comparable to other operators. Due to less trains operating as major projects were delivered, the overall number of SPADs has increased however, when compared with the number of trains the actual rate remains comparable.</li> <li>• <b>Signalling Issues</b> – Meeting of train protection and SPAD risks on the Adelaide network. Record was good but with many crossings, there were risks to manage. The ATP project will assist. Two signals passed in recent months which required investigation.</li> <li>• <b>Dry Creek</b> – recent signalling issues to be reviewed.</li> <li>• <b>Gawler line</b> – cable testing underway.</li> <li>• <b>Automatic Train Protection (ATP)</b> – progressing with electric trains on Seaford line. 3000 class requiring more work. Siemens training being reviewed.</li> </ul>	
<b>7. Critical Safety Matters</b>		
7.1	DPTI have responded to the matters raised. ONRSR has suggested they may undertake random inspections of rail safety workers working on the network.	
<b>8. Rail Accreditation Matters</b>		
8.1	<p>ONRSR 2015 Audit and Compliance Inspection Plan progress update</p> <p>One audit and one compliance inspection have been undertaken by ONRSR since the last meeting – an Audit on Asset Management and a Road/Rail Vehicle Management Compliance Inspection. No immediate actions arising from either. The next activity is an audit scheduled for 11 and 12 May 2015 to reset ONRSR’s understanding of the Rail Commissioner’s operational structure with a focus on:</p> <ul style="list-style-type: none"> <li>• Governance</li> <li>• Internal safety and risk reporting</li> <li>• Internal audit</li> <li>• Occurrence investigation</li> <li>• Corrective action.</li> </ul>	
8.2	<p>Notifiable Occurrences and Incident update</p> <p>Paper provided on Notifiable reporting of incidents into the Transit Performance System (TPS) and discussed the need for a robust internal verification process.</p> <p>Focus on new process for reporting the correct data input into TPS and the level of responsibility and establishing a reporting link to review the information entered into TPS. IT also working on improving TPS to automate the duplicate information into TPS and updating fields within the system.</p>	
<b>9. Rail Safety Compliance Update</b>		
9.1	Nil reported.	
<b>10. Financial Report</b>		

10.1	<ul style="list-style-type: none"> <li>• Updates on current spend vs budgets for Operations and Safety and confirmed these were discussed in detail with the Chief Operating Officer (COO). Costs were tracking as expected with overtime set to increase for special events during the AFL season. Future budgeting would be informed by a Train operating cost model now in place as for the Tram operating budgets.</li> <li>• Discussion followed where the Rail Commissioner confirmed his request for financial information was primarily for infrastructure and rolling stock budgets and costs related to asset condition levels. Recommended review of recent work on road asset conditions and costs within DPTI as a basis for reviewing work in rail.</li> </ul>	
<b>11. Report from the Rail Safety Group</b>		
11.1	Advice on Signal A511 at Goodwood, Network Signalling Cabling and Notifiable Occurrence reporting.	
<b>12. Report from the Rail Training and Development Group</b>		
12.1	Nil reported.	
<b>13. Report from the Level Crossing Group</b>		
13.1	<ul style="list-style-type: none"> <li>• Covering level crossing strategies for potential improvements, closures and possible grade separations. Level Crossing Strategy meeting to finalise list and a two hour workshop to be held next week to work through actions.</li> <li>• Grange Road - Community consultation by Council construction work expected to commence in October 2015.</li> <li>• Recommendations awaiting approval.</li> <li>• Islington Station – identified actions from Trespass audit report.</li> </ul>	
<b>14. OTHER BUSINESS</b>		
14.1	<ul style="list-style-type: none"> <li>• Query regarding outstanding Non Compliance Report (NCR).</li> <li>• Resourcing for Governance Risk, Safety Systems and Assurance Officer and recommendation to MD.</li> <li>• FOI regarding recent rail faults and resources.</li> <li>• Discussion Paper issued by ONRSR on the Cost Recovery Model tabled - industry response to the paper due by 10 April 2015.</li> </ul>	
<b>15. NEXT MEETING</b>		
Friday, 24 April 2015, 3.00pm – 4.00pm, RMH Level 6 Meeting Room 6.1		