

# Minutes of Meeting



**Subject** Rail Commissioner Steering Committee Meeting

**Chair**

**Date** 18 Dec 2015

**Minutes**

**Start** 10.00 am

**Location** Level 6, RMH, 136 North Terrace,

**Finish** 11.20 am

**Attendee**

**Apologies**

We pay our respects to the Kurna 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

### Welcome and Apologies

Chair welcomed everyone to the Rail Commissioner Steering Committee meeting and noted apologies received.

## 2. Minutes of Previous

### Confirmation of previous minutes

Minutes from the meeting held on 27 November 2015 were updated and approved.

## 3. Business/Actions Arising from Minutes

### Actions arising from previous meeting

Items 137, 141, 142, 147 and 148 completed.

## 4. Work Health and Safety

Discussion on various issues were raised:

- Water distributed to the public at the Adelaide Railway Station.
- Hot weather plan addressing issues for employee safety.

## 5. DPTI Values and Behaviours

- Greater collaboration amongst staff noted.
- A team effort in assisting the return to work of injured staff was noted.

## 6. Rail Safety Governance/Compliance

	<ul style="list-style-type: none"> <li>• Rail Safety Governance - Verbal update on an Audit by the Rail Regulator with 5 out of 6 audits completed. Remaining audit will rollover into next year.</li> <li>• Discussion with the Rail Regulator regarding 3000 Class Bogies – plan moving forward.</li> </ul>	
<b>7. Critical Safety Matters/Risk Profile</b>		
	<ul style="list-style-type: none"> <li>• Verbal update of reviews of risks, with work gaining momentum with prework finalised.</li> <li>• Update risk strategy on how to recognise potential risks going forward.</li> <li>• Seeking closure on Emerson Report fatality.</li> </ul>	
<b>8. Report from the Deputy Rail Commissioner</b>		
	<p>Verbal Update from the Deputy Rail Commissioner</p> <ul style="list-style-type: none"> <li>• Maintenance works on the catenary wire upgrade on the Seaford Line has been scheduled for January 2016.</li> </ul>	
<b>9. Signalling Update</b>		
	<p>Verbal update provided:</p> <ul style="list-style-type: none"> <li>• The WHS Committee are reviewing options and a report re Goodwood signalling relocation.</li> </ul>	
<b>10. Rail Services Finance Report</b>		
	Report noted. Discussion of key issues highlighted.	
<b>11. Monthly Asset Management Update</b>		
	<ul style="list-style-type: none"> <li>• Cost of upgrading the Catenary Wire replacement on the Seaford Line being met by the contractor.</li> <li>• Amenity Care Programme discussion.</li> </ul>	
<b>12. Rail Safety Group Update</b>		
	<ul style="list-style-type: none"> <li>• A refocus of reporting from the Rail Safety Group will commence in the New Year.</li> </ul>	
<b>13. Rail Training and Development Group Update</b>		
	<ul style="list-style-type: none"> <li>• A program of Learning and Development competencies and scheduling of training will be developed for the New Year using a new learning management system tool.</li> <li>• A Rail Competency group is being established to review and prioritise every module and identify training required for rail staff.</li> </ul>	
<b>14. Level Crossing Group Update</b>		
	<p>Verbal update provided.</p> <ol style="list-style-type: none"> <li>1. Ongoing maintenance being undertaken at the graffiti washing facility at Seaford Train depot.</li> </ol>	

## 15. OTHER BUSINESS

1. Issues raised with the Rail Commissioner – no update.
2. Update on train horn issue
  - The relocation of train horns from the top of the outer train cabin to a lower level on the train to eliminate noise will be finished by the end of the current year.
  - Train driver procedures will continue to be monitored.
  - Horns placed at a lower level are more directional.
  - Positive feedback from the public received.
  - Cabins are being sound proofed.
3. Actions/programme to reduce temporary speed restrictions
  - Plans are underway to commence tamping of various train tracks later in March, April & May in the cooler weather.
  - Briefings to the CE regarding a number of Rail Pedestrian Crossings which currently have temporary speed restrictions for pedestrian sightings, including Christie Downs have been prepared and are currently being reviewed.
  - It was reported that a number of train tracks have had minor heat buckles during the hot weather however tracks have held up well when compared to pre rail revitalisation.
4. Proposals to minimise the impact of Motorised Mobility Devices (MMD) on on-time running.
  - The use of MMD's has doubled recently which has affected the on-time running of trains.
  - A briefing to the CE is required advising of the current situation outlining various treatments including:
    - Raised platforms
    - Profile of travel patterns of people who use MMD's
    - Ramp improvements
    - Self-assessment at the Adelaide Railway Station on platform 1 for MMD's
    - Infrastructure upgrade
    - No advice given from retailers of MMD's about controls and suitability requirements for public transport use.

## NEXT MEETING

**Meeting closed at 12:20PM**  
**Friday, 29 January 2016 10 – 11:00am**