

Rail Commissioner Steering Committee Minutes of Meeting



Subject: Rail Commissioner Steering Committee Meeting **Date:** 13 May 2016
Location: Level 6, RMH, 136 North Terrace, Adelaide **Start:** 1:00PM
Finish: 2:20PM

I would like to acknowledge the Kurna people of whose land we meet on today. I also pay my respects to their Elders past and present and extend that respect to other Aboriginal and Torres Strait Islander people who are present today.

1. Meeting Opening

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

2. Minutes of Previous Meeting

The minutes from the meeting held on 31 March 2016 were reviewed and ratified by the Committee.

3. Business/Actions Arising from Minutes

Action list reviewed, amended and updated.

4. DPTI Values and Behaviours

4.1. Rail Safety – Observations from Safety Walks

Verbal update provided.

Thirty seven observations were made by managers and supervisors, mainly being minor issues with three employee 'white cards' out of date. It was noted to remind all staff that they need to advise supervisors when their card is about to expire.

4.2. Adelaide Railway Station Safety Walk Through

Update provided to the committee on the safety walk conducted on 10 March, 2016. \$300k has been allocated to address issues which include painting, cleaning, re-lamping and toilets being refreshed. The Chair and members acknowledged the fantastic job in commencing these works.

4.3. Genesee & Wyoming Safety presentation with Greg Pauline

Greg Pauline, National CEO, Genessee & Wyoming presented on safety initiatives they have implemented in their business. Each employee holds and must carry a personal authorisation card whilst working, along with a 'Take 5' tool kit handbook which contains hazard report sheets and important safety information. Communications to employees include 'toolbox talk', checklists and monthly safety focus discussions. A copy of the presentation and an example authorisation card was provided to each committee member.

5. Rail Services Finance Update

Report noted. Discussion of key issues highlighted.

6. Risk

Nil discussed.

7. Train Despatch Performance area

Discussed in a previous meeting. Need to identify situations and collect data. It was agreed to table agenda items 7 and 8 together.

8. Maximum Safe Speed Performance area

It was noted the outcomes from the Rail Improvements Workshop are to be discussed in this committee in the future.

9. Passenger Security Performance area

9.1. Adelaide Railway Station DDA Report – Jeanette Bath, DPTI

Verbal update provided. The first of the projects to commence on Monday include additional Passenger Information Displays and extra seating along the platforms.

10. Asset Performance

Nil discussed.

11. Customer First

The Chair acknowledged the effort of the staff members for their work during the Seaford line closure.

Rail Stations paper to be added to the next agenda.

12. Other Business

12.1. Rail Commissioner Performance Report April 2016

Report noted. Hard copy provided to all members.

NEXT MEETING: Friday 10 June 2016, 1.00PM – 2.00PM