

Rail Commissioner Steering Committee Minutes of Meeting



Subject: Rail Commissioner Steering Committee Meeting **Date:** 19 August 2016
Location: Conference Room, Level 10, RMH **Start:** 10:00AM
Finish: 11:05AM

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 15 July 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

- Excellent response by all concerned in managing the issues with the Seaford line on Thursday. Communication flows between areas worked well. Media, Engagement and Communications did excellent work keeping the public informed.

5. Rail Services Finance Update

- No report this month. There is not much change from the last meeting.
- Budget for 2016/17 to be loaded end August, early September.

6. Risk

6.1. Rail Safety National Law Changes

- Administrative changes have been made removing reference to the Australian Quality Training Framework.
- Discussion has been held with ONRSR about how to disseminate information to all third parties noting that a fact sheet has been published.
- At a recent risk meeting it was resolved to develop a guideline for third parties that intend to undertake works adjacent to the rail corridor.
- Discussion on how to define the term "near". Agreed that clarification from ONSR is required.
 - *Any person wishing to conduct works on or near a railway must notify the relevant rail infrastructure manager before works commence.*

- Update to be provided at the next meeting.
- ONRSR has been consulting on changes to the accreditation fee structure including the introduction of specific fees associated with major projects.
- Report on updates as required at future meetings when there are changes to laws.

7. Lonsdale Substation Update and Next Steps

- This has been progressed as much as possible with regards to the investigation.
- Progressing changes to the protection system with Siemens and SAPN giving a better level of control.
- Siemens are on schedule to completing the manufacture for end September 2016.
- Installation tentatively programmed for 1-3 October 2016 but will not be ready for operation as further integration work is required.

8. Train Despatch

9. Maximum Safer Speed

10. Passenger Security

11. Asset Performance

12. Customer First

- An overview provided of performance over the last three months.

13. Learning and Development

- Rail Commissioner Training and Development Group met last week. Discussion on reducing the meeting frequency and to develop a terms of reference to give a more strategic focus.
- Four opportunities for training have been identified that can be conducted at the meeting. The training will take about 15 minutes.
 - Railway regulation awareness
 - Understanding of legislations standards and procedures
 - Rail safety workers responsibilities
 - Understanding of applicable contractual requirements
- It was agreed to conduct the Railway Regulation Awareness training at the next meeting.

14. Other Business

14.1. Rail Safety and Performance Review Group Meeting Top 10 Heavy Rail Safety Risks as at July 2016

- A number of actions have been agreed and are being progressed.
- Will be able report on actions that will become due at the next meeting.

14.2. Arthur Smith Boiler Room Exercise – Update on all projects

- Performance improvement identified that infrastructure is working on.
- Report structure similar to major projects.
- For further discussion at next meeting.

14.3. Terms of Reference (Action Item 172)

- Deferred to next meeting.
- The following dot points have no alignment to safety on the agenda.
 - *Drive a safety culture within the DPTI rail business by the commitment of senior management that involves all rail safety workers at all levels;*
 - *Provide advice to the Rail Commissioner that the systems and procedures that affect safety are being effectively implemented;*
 - *Ensure compliance to the Safety Management System Framework;*
 - *Monitor the Rail Commissioner's risk profile.*

14.4. Membership (Action Item 172)

- Deferred to next meeting.

14.5. Effectiveness of Committee (Action Item 172)

- Deferred to next meeting.
- Need to make sure that not doubling up with regards to safety, reporting and structures. Need to ensure that safety is being addressed.

14.6. Seaford and Tonsley Rail Timetable Options (Action Item 144)

- Two options have been submitted to the Chief Executive for the Seaford timetable.
- Very similar in peak period where additional prelimited stop traing leaving seaford in afternoon, doubles the number
- Options have gone to modelling as part of Darlington and Flinders Link projects.

14.7. Rail Delivery Projects 2016/17

- Feedback can be provided to DW.

NEXT MEETING

Friday 16 September 2016, 10:00AM–11:00AM