

Rail Commissioner Steering Committee Minutes of Meeting



Subject: Rail Commissioner Steering Committee Meeting

Date: 16 September 2016

Location: Conference Room, Level 10, RMH

Start: 10:00AM

Finish: 11:00AM

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. Terms of Reference

3. Membership

4. Effectiveness of Committee

- Items 2, 3 and 4 were discussed as one item.
- The points listed under “2 – Function of the Rail Commissioner Steering Committee” in the terms of reference are very safety focused and could have a more generalised view of rail management. The agenda has moved towards a more operational focus.
- The Rail Safety and Performance Review Group Meeting is held separately which feeds up to this meeting. Reporting from this group could be accommodated under item “5 – Rail Safety”.
- It was queried whether there should be representation from the Portfolio Management Office and the Development Division noting that the Manager, Safety Strategy from the Development Division attends these meetings.
- Executive has recently approved the Gender Equality in Leadership policy making it an opportune time to review membership.

5. Minutes of Previous Meeting

The minutes from the meeting held on 19 August 2016 were reviewed and ratified by the Committee.

6. Business/Actions Arising from Minutes

- Action list reviewed, amended and updated.

7. DPTI Values and Behaviours

- The partnering occurring between the Safety and Service Division and the Safety Section is a very good example of collaboration.

- The efforts of Infrastructure and Operations this week with the stop work day and the response to the extreme weather event are acknowledged.
- Field Services and Construction Services have put in a number of extra hours so that people can move freely about was also acknowledged.

8. Rail Safety

8.1. Safety Culture

- A tour of the Para substation was held last Friday highlighting a strong focus on safety. Part of their safety measures include a “hazard hunt” on Friday.
- Currently working on getting a culture in place to improve the safety environment and this could include a “hazard hunt”.
- An initiative has been instigated at Mile End that you don’t walk past a hazard, you either do something about it, or if unable to, report it.

8.2. Safety Systems

8.3. Railway Crossing Safety Strategy

- The survey has closed with 500 survey responses received. This is a very good result with a very good response from young people.
- Early results will be received next week and early indications are that most strategies are generally supported.
- There were also 20 email and written submissions received from a number of stakeholder organisations.

9. Risk

9.1. Operational Risk Profile Heat Maps and Top Event Ownership (Train and Tram)

- A schedule for trams has been produced similar to that of rail which has been the main focus. An out of session Rail Safety and Performance meeting will be held to action the currently identified treatments.

10. Rail Services Finance Update

- The Rail Services Finance report for August was tabled.
- The Asset Futures report is continuing to be progressed. The committee was informed that the draft report has been received and is currently being reviewed by Rail Infrastructure Management.

11. Lonsdale Substation Update and Next Steps

- There are two planned outages to replace the faulty circuit breaker. The works will be carried out over two weekends with the first weekend to cover 1-3 October and the second weekend to cover 15-16 October 2016.

12. Key Result Areas

12.1. Train Despatch

- Running speed on the Seaford line has been analysed for consistency and variations are noted, further analysis is required to improve consistency.

12.2. Maximum Safer Speed

- Working with reducing temporary speed restrictions (TSR) where possible to remove these restrictions on the network. One initiative has been to modify running on yellow instruction which has seen a reduction in the number of reported delays.

12.3. Passenger Security

12.4. Asset Performance

- See item 15.3.

12.5. Customer First

- Trends are positive in regard to general on time running. Overall the performance has increased from 91.6% last month to 92.2% this month.
- Patronage on trains is trending upwards, trams is steady.
- CANSTAR Blue recent national survey has South Australia rated second.

13. Rail Commissioner Safety Performance Report 2015/16

- The Rail Commissioner Safety Performance Report 2015/16 was tabled.
- This report was presented at the Rail Safety Performance Review Group meeting and received no comments.
- A minute has been prepared for the Rail Commissioner's signature to forward the report to the Office of the National Rail Safety Regulator (ONRSR) as part of regular reporting requirements.

14. Learning and Development

- The Learning and Development Report for September 2016 was tabled.
- PB is appreciative of the gap analysis undertaken by Organisation Performance and Development over various teams. This was really good work and showed a good level of understanding.

15. Other Business

15.1. Rail Safety and Performance Review Group Meeting

- The last meeting was held 13 September 2016.
- This meeting shall be moved to the week prior to the Rail Commissioner Steering Committee and the minutes will be provided as part of the meeting papers for consideration by the Steering Committee.

15.2. Rail Commissioner Rail Safety Responsibilities

- The matrix has been approved by the Rail Commissioner's Delegate and is provided for members to note.
- Only minor updates were made including the updating of position titles reflecting the current structure.

15.3. Arthur Smith Boiler Room Exercise

- Deferred to next meeting.

15.4. Train Control System

- Verbal update provided.

15.5. Adelaide Railway Station Work

- Verbal update provided.

15.6. Tram Extension and FlindersLINK

- Completion date for the tram extension is December 2017 and the FlindersLINK is December 2018.

15.7. Injuries Update

- The Safety Section is undergoing a restructure and role statements will be very specific in the qualifications required for these roles.

NEXT MEETING

Friday 21 October 2016, 10:00AM–11:00AM