

# Minutes of meeting

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INDEPENDENT  
TRANSPORT  
SAFETY  
REGULATOR

Rail Safety Strategic Forum

Thursday 17 November 2011

ITSR Conference Room - Level 21, 201 Elizabeth Street, Sydney

Present: (current attendees)	<ol style="list-style-type: none"><li>1. Gavan Evans, El Zorro Pty Ltd</li><li>2. Stuart Hudd, Asciano</li><li>3. Geoff Prime, Electrical Trades Union</li><li>4. Gabriel Knaup, Speno Rail Maintenance Australia Pty Ltd</li><li>5. David George, CRC for Rail Innovation</li><li>6. Professor Andry Rakotonirainy, Queensland University of Technology</li><li>7. Campbell Clark, RailCorp</li><li>8. Katrina Bowden, Australian Rail Track Corporation</li><li>9. Peter Berriman, NSW Rail Transport Museum</li><li>10. Lindsay Holt, Laing O'Rourke</li><li>11. Graham Neasmith, UGL Rail</li><li>12. Alex Claassens, Rail Tram and Bus Union</li><li>13. Phil Sochon, Australasian Railway Association</li><li>14. Owen Johnstone, Office of Transport Safety Investigations</li><li>15. Graham Jackson, Transport Construction Authority</li><li>16. Robert Ridge, Zig Zag Railway</li><li>17. Sam Burgess, Zig Zag Railway</li><li>18. Kevin Taylor, Rail Industry Safety and Standards Board</li><li>19. Len Neist, Chief Executive, Independent Transport Safety Regulator</li><li>20. Susan Everingham, Manager Communications, Independent Transport Safety Regulator (Chair)</li><li>21. Simon Foster, Executive Director Operations, Independent Transport Safety Regulator</li><li>22. Adrian Rowland, Executive Director Transport Safety Improvement, Independent Transport Safety Regulator</li></ol>
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	23. Simon Meiers, Managing Director, Safety Improvement Services, Independent Transport Safety Regulator
Minutes taken by:	Nathan Booth, Senior Communications Officer, Independent Transport Safety Regulator (Secretariat)
Apologies: (non attendees)	<ol style="list-style-type: none"><li>1. Neil Backer, QR National</li><li>2. Matthew Smith, Office of Transport Safety Investigations</li><li>3. Laurie Wilson, Rail Industry Safety and Standards Board</li><li>4. Sandra Wilson-Ryke, Australian Rail Track Corporation</li><li>5. John Hall, Australian Rail Track Corporation</li><li>6. Catriona Scott, Freightliner Australia Pty Ltd</li><li>7. Rodney Masters, Australian Services Union</li></ol>

<b>Discussion/ agenda item</b>	<b>Issue/notes</b>	<b>Decision/action</b>	<b>Responsible person</b>	<b>Due</b>
(1) Welcome	<p>The meeting opened at 9.08 am.</p> <p>Len Neist (ITSR) opened the meeting by welcoming everyone.</p>	Minutes noted.		
(2) National regulator update	<p>Len updated members on the National Rail Safety Regulator (NRSR) and noted that fatigue and drug and alcohol provisions were still to be resolved.</p> <p>He advised that South Australia, Tasmania and the Northern Territory will become part of the NRSR, while NSW and Victoria will operate under service level agreements (SLAs) with the national regulator. Queensland and Western Australia were yet to determine their arrangements.</p>	Minutes noted.		
(3) RSCG and RSRP meeting updates  Next steps	<p>Len provided updates on the Rail Safety Co-regulation Group (RSCG) and Rail Safety Regulators' Panel (RSRP) meetings.</p> <p>He advised that the RSRP continues to participate in the development of policies and procedures to support the NRSR.</p> <p>Kevin Taylor (RISSB) gave an outline of the last RSCG meeting and advised there would be a new agenda set from the next meeting for shaping consultative arrangements with the NRSR.</p> <p>Len added that the policy group chaired by TfNSW had engaged an independent consultant from the UK to conduct an assessment of the quality and value of the RISSB products.</p> <p>Kevin added that the consultant will be in Australia in December and would meet with more than 60 contacts.</p>	Minutes noted.		
(4) Apologies and actions/issues	Susan Everingham (ITSR) ran through the apologies and new members.	<p>Apologies and new members noted.</p> <p>No further agenda</p>		

<p>arising from previous RSSF meeting</p>	<p>Minutes from the July 2011 RSSF were published on ITSR's website.</p> <p>Action items have been completed:</p> <ul style="list-style-type: none"> <li>• Action item 1 - circulate June RSCG meeting minutes – actioned</li> <li>• Action item 2 - update on the ALCAM model – will be addressed under item 5 today</li> <li>• Action item 3 - invite CRC to present to the forum - David George will make a presentation today</li> <li>• Action item 4 - update on ICE radio system - Sandra Wilson-Ryke will make a presentation at the next meeting</li> <li>• Action item 5 - ITSR to provide a timeline of key dates – article “National Rail Safety Week and other key dates” published on 9 August</li> <li>• Action item 6 - presentations emailed to members – actioned.</li> </ul> <p>An updated RSSF membership list and terms of reference were published on ITSR's website.</p> <p>Susan introduced members to Adrian Rowland, ITSR's new Executive Director, Transport Safety Improvement.</p>	<p>items added to the agenda.</p>		
<p>(5) ALCAM changes and national level crossing group</p>	<p>Simon Meiers (ITSR) made a presentation on key findings from ITSR's analysis of road authority crash data, level crossing management data and rail occurrence data and the implications for the Australian Level Crossing Assessment Model (ALCAM).</p> <p>Simon advised that the research findings had led to a revision of the weightings in ALCAM for characteristics that influence crash risk. ITSR had managed the development of a new consequence model sensitive to more input parameters (such as train type and heavy vehicle involvement).</p> <p>ITSR published a bulletin on level crossing accidents in Australia in</p>	<p>Minutes noted.</p>		

	<p>August 2011. The bulletin is on ITSR's website:  <a href="http://www.transportregulator.nsw.gov.au/rail/publications/transport-safety-bulletins/level-crossing-accidents-in-australia/view">http://www.transportregulator.nsw.gov.au/rail/publications/transport-safety-bulletins/level-crossing-accidents-in-australia/view</a></p> <p>Requests for ITSR's safety performance report to the Level Crossing Strategy Council (LCSC) should be made by email to:  <a href="mailto:contact@transportregulator.nsw.gov.au">contact@transportregulator.nsw.gov.au</a></p>			
<p>(6) Corporate priorities</p> <p>Safety promotion and advice program</p>	<p>Adrian Rowland (ITSR) outlined ITSR's three Safety Promotion and Advice program corporate priorities for 2011-12:</p> <ul style="list-style-type: none"> <li>• <i>Rail transport operators (RTOs) to have in place effective asset management, as part of their SMSs, appropriate for their operations.</i></li> </ul> <p>Adrian explained that ITSR was working with the Asset Management Council on developing guidance for the rail industry.</p> <ul style="list-style-type: none"> <li>• <i>Risks at level crossings reduced through adoption of better risk management practices.</i></li> </ul> <p>Kevin Taylor suggested that the Australian Trucking Association (ATA) would be an important stakeholder in the development of any education programs. Len noted that ITSR was liaising with the ATA.</p> <p>Kevin advised that the CRC for Rail Innovation had undertaken 18 months of work in this area and was due to release its findings in March-April 2012. He recommended that strategies be informed by those findings.</p> <p>Adrian confirmed that ITSR would draw on an extensive body of research to formulate its strategies.</p> <ul style="list-style-type: none"> <li>• <i>RTOs to employ better practice in contractor management to ensure that SMS requirements are met.</i></li> </ul> <p>Adrian advised that ITSR would use the research to produce practical advice to help the rail industry reduce risks associated with level crossings.</p>	Minutes noted.		

<p>Transport safety regulation</p>	<p>Len and Simon Foster (ITSR) outlined the three Transport Safety Regulation corporate priorities for 2011-12:</p> <ul style="list-style-type: none"> <li>• <i>ITSR provides effective and timely support to the Director General of Transport for NSW on bus safety regulation.</i></li> </ul> <p>Len advised that in 2011-12 ITSR would focus on raising the level of maturity of risk and safety management within the bus industry. Activities would include hiring and appointing authorised officers and reviewing SMS maturity/application/incidents.</p> <ul style="list-style-type: none"> <li>• <i>Transport organisations have systems and processes in place to ensure they deploy a skilled and competent workforce.</i></li> </ul> <p>Simon explained that ITSR’s field intelligence indicated many operators had not yet successfully linked their risk management frameworks through to their competency programs.</p> <p>He said there was a lack of understanding amongst some operators that a competent person was someone who deployed risk controls on behalf of the operator.</p> <p>Simon advised that ITSR had met with several operators at their request to provide information on the competency requirements. He said ITSR was happy to meet with other operators if requested.</p> <p>Simon explained that several operators had raised the issue of rail safety workers (RSWs) employed by contractors having to carry multiple ID cards issued by different operators for the same attainment.</p> <p>He said the overall management of ID cards was the responsibility of the individual operator and the transferability of RSW attainments across the sector was an industry decision. ITSR expects RSWs to have the appropriate ID card available on request.</p> <p>Kevin noted that the Transport and Logistics Industry Skills Council (TLISC) had developed a suite of competencies and differences between RISSB’s suite of rules.</p> <p>Graham Jackson (TCA) noted that these were not of a catch-all nature</p>			
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	<p>with engineers and other workers covered under different competencies.</p> <p>Lindsay Holt (Laing O'Rourke) noted that competencies were not exclusively reliable and the network operator's controls needed to be factored in. Applicability of plant use competencies with RISSB's competencies and their competencies need to link in with control systems to ensure the best outcome.</p> <ul style="list-style-type: none"> <li>• Rail transport operators have identified and implemented controls to further reduce risks to track worker safety.</li> </ul> <p>Simon noted that a vulnerability analysis covering worksite protection rules and procedures was nearing completion for publication by ITSR. The analysis focused on procedural changes and implications for engineering protections. The information would be integrated into a human factors toolkit which could be utilised by organisations of any size.</p> <p>Peter Berriman (NSW RTM) asked about applicability across different scenarios, not just worksite protection.</p> <p>Simon responded by saying that the general principles of the toolkit could be transferred, but there were other toolkits developed around human factors.</p> <p>ITSR officers were undertaking compliance inspections on worksite protection (one weekend a month) assessing procedural/engineering protections.</p> <p>Work in early 2012 will focus on risk training and guidance material for protection officers who are required to implement the rules.</p> <p>Simon noted that the condition of plant operating within worksites was receiving attention from ITSR following two recent incidents involving large items of plant running away.</p>			
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<p>(7) Worksite protection toolkits</p> <p>Next steps</p>	<p>Simon Meiers gave a presentation on the <i>Worksite protection systems analysis toolkit</i>.</p> <p>He explained that influencing improvements in track worker safety was a long-term focus for ITSR.</p> <p>ITSR developed a compliance strategy targeting worksite protection in 2009-10 following an extensive analysis of track worker safety incidents. Compliance inspections continued in 2010-11 along with the development of human factors tools.</p> <p>Simon outlined how the fault trees tool worked and where vulnerabilities were identified.</p> <p>He explained that the fault trees for all five protection types was available on request.</p> <p>Simon advised that ITSR would apply the tools to incidents to gain a better understanding of data and assess how technology can improve the resilience of systems.</p> <p>Members were given a copy of the <i>Worksite protection systems analysis toolkit</i> and invited to provide feedback.</p>	<p>Minutes noted.</p> <p>Action item 1 – circulate electronic version of report to forum with comments due 2 December 2011.</p>	<p>Nathan – circulate to forum.</p> <p>Forum members – provide comment.</p>	<p>18 Nov 2011</p> <p>2 Dec 2011</p>
<p>(8) Why asset management</p>	<p>Adrian Rowland (ITSR) gave a presentation on the importance of asset management in rail safety.</p> <p>He noted that changes in the rail industry (such as greater use of contractors, the reduction in in-house engineering facilities and the loss of corporate knowledge due to the ageing workforce) had increased the risks associated with the deployment of assets.</p> <p>Adrian said asset management was a systematic way of managing risks and a key support system for an SMS. He highlighted examples of accidents caused by poor asset management to demonstrate how in each case, three common factors had contributed to the loss of control of the hazard:</p> <ul style="list-style-type: none"> <li>• poor system design</li> </ul>	<p>Minutes noted.</p>		

	<ul style="list-style-type: none"> <li>• ineffective change management</li> <li>• ineffective maintenance operations.</li> </ul> <p>Adrian advised that ITSR had identified asset management as a corporate priority for 2011-12 and would develop guidance material for the rail industry in association with the Asset Management Council.</p> <p>He explained that ITSR would establish asset management working groups and an asset management assurance program.</p>			
(9) Rail CRC research projects update	<p>David George (CRC for Rail Innovation) and Professor Andry Rakotonirainy (Queensland University of Technology) gave an overview of key CRC for Rail Innovation research projects being carried out under the Rail Knowledge Bank program.</p> <p>The following projects were outlined:</p> <ul style="list-style-type: none"> <li>• Affordable railway crossing stage 2 (R3.122)</li> <li>• Baseline level crossing video (R2.119)</li> <li>• Intelligent Transport Systems (ITS) for safer level crossing (R2.111)</li> <li>• Route knowledge/driving strategies (R2.112-113)</li> <li>• Level crossing intervention (R2.118)</li> <li>• Rail incident investigator (P4.113)</li> <li>• Next generation fatigue risk management (R2.109-110).</li> </ul> <p>Members were encouraged to further explore the Rail Knowledge Bank, which can be accessed at:</p> <p><a href="http://railknowledgebank.com/Presto/home/Default_v2.aspx">http://railknowledgebank.com/Presto/home/Default_v2.aspx</a></p>	Minutes noted		
(10) General business	<p>Susan provided an overview of the 2012 RSSF elections and advised that ITSR would call for nominations for the next two-year term in February 2012.</p>			

	Meeting dates for 2012: <ul style="list-style-type: none"> <li>• Tuesday, 27 March</li> <li>• Thursday, 5 July</li> <li>• Thursday, 8 November.</li> </ul>			
Close	The meeting closed at 11.58am.			
<b>Next meeting:</b> 27 March 2012, 9.00 am – 12.00 pm, ITSR Conference Room – Level 21, 201 Elizabeth Street, Sydney				