

# rail safety update



April 2010

## Welcome

News update from the NZ Transport Agency (NZTA) rail safety team for the rail industry and safety assessors.

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## New NZTA web site

We have recently launched our new website where you can access information on rail – [www.nzta.govt.nz](http://www.nzta.govt.nz).

There's plenty of information available, including:

- Rail Licensing Information
  - List of licence Holders
  - Railways Act 2005
  - Health and Safety in Employment Act 1992
  - Rail Safety Licensing and Assessment Guidelines
  - Fees Information
  - Rail Incident Report Forms.
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## Responses to assessment reports

The new reporting template is now being used by all assessors. The reporting process requires an assessor to send a draft report to the NZTA. The NZTA Client Manager for the organisation will review the report and send a final version to the operator.

Responses to any conditions and recommendations should be typed or written in the response box on the report by the operator, and the full report should be returned to the assessor for evaluation. The assessor will make any further comments required and return the report to the NZTA client manager for final close out or further action.

The timing for any response will be mentioned in the report. Please assist us by ensuring you conform to these timeframes or approach your client manager for an extension of time.

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## Minimum Driving Ages for Rail Vehicles

We occasionally get queries about the minimum driving ages for rail vehicles.

In short, there is no statutory minimum age limit for the driving of rail vehicles. Each organisation's safety case and/or safety system should outline the requirements for driving (including minimum age) and how the organisation satisfies itself that any driver has the appropriate knowledge, ability and maturity to operate rail services.

The initial policy and any variation to this would have to be approved by the NZTA. Such a policy should include a full risk assessment.

## Notification of Accidents and Incidents

As Described in the Railways Act 2005:

An accident means an occurrence associated with the operation of a rail vehicle or use of railway infrastructure or railway premises which causes:

- (a) The death of, or serious injury to, individuals; or
- (b) Significant damage to property

An incident is an occurrence, other than an accident that is associated with the operation of a rail vehicle or use of railway infrastructure or railway premises which placed or could have placed:

- (a) A person at risk of death or serious injury; or
- (b) Significant damage to property

The NZTA expect to be notified of all accidents and incidents. The information on the urgency with which these should be notified is contained in Appendix 2 of the Rail Safety and Assessment Guidelines found here:

<http://www.nzta.govt.nz/resources/rail-safety-licensing-safety-assessment-guidelines/docs/rail-safety-licensing-and-safety-assessment-guidelines.pdf>

The NZTA accident/incident notification phone line - (04) 499 1858 - is manned 24/7.

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## Reporting level crossing incidents

Incidents involving motor vehicles acting illegally at level crossings should be reported to the police. The number to call to report these incidents are:

Northern Comms	(North Of Taumaranui)	0800 780 101
Central Comms	(Wellington - Taumarunui)	0800 780 102
Southern Comms	(Entire South Island)	0800 780 103

In all EMERGENCIES dial 111

An event number should be obtained from the relevant Comms centre. Then the attached incident form should be filled in and faxed to the number provided.

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## Correspondence to the NZTA

These days, we prefer to receive correspondence electronically. All correspondence is now stored on an electronic storage system here at the NZTA, so sending your letters, files or reports electronically saves us a bit of time.

Please send all of your electronic correspondence to your client manager and please cc our Rail Safety Manager - [john.freeman@nzta.govt.nz](mailto:john.freeman@nzta.govt.nz). However, if electronic mail is not available for your organisation 'snail mail' will still be answered!

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## Variation to Safety Case

You must apply to the NZTA for any variation to your approved Safety Case.

Some examples of where a variation application would be submitted:

- A rewrite/update/new version of the Safety Case
- A rewrite/update/new version of the Safety System that could impact on safety
- A special event being run that's not covered by the Safety Case - Jigger rides etc
- The loaning/visiting of a locomotive from another organisation
- A vehicle under restoration entering service with the organisation for the first time.

All variation applications must include a risk assessment. Variations to an organisations' Safety Case should be submitted to the NZTA 20 working days prior to the event/activity. They should be submitted to your client manager and electronic submissions are preferred.

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## All the best Anna!

Anna Cleary is leaving the NZTA after accepting a position with the Ministry of Transport. Anna has been a member of the rail safety team since 2005 and in that time has made a significant contribution to the NZTA and rail industry, including playing a major part in the organisation of the annual rail safety week. I'm sure you'll join us in wishing Anna all the best for her future.

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## Contacting the NZTA Rail Safety Team

The Rail Safety Team is located on Level 6 of PSIS House, 20 Ballance St, Wellington.

Postal Address:

NZ Transport Agency, PO Box 5084, Lambton Quay, Wellington 6145

Email: [railregulation@nzta.govt.nz](mailto:railregulation@nzta.govt.nz)

Reception Phone Number: (04) 894 5400

**Rail Safety – Notification Hotline (24/7): Phone (04) 499 1858**

John Freeman	Rail Safety Manager	04 894 5012	<a href="mailto:john.freeman@nzta.govt.nz">john.freeman@nzta.govt.nz</a>
Merv Harvey	Principal Rail Safety Advisor	04 894 5003	<a href="mailto:merv.harvey@nzta.govt.nz">merv.harvey@nzta.govt.nz</a>
Adrian Douglas	Senior Rail Safety Advisor	04 894 5015	<a href="mailto:adrian.douglas@nzta.govt.nz">adrian.douglas@nzta.govt.nz</a>
Rob Gould	Senior Rail Safety Advisor	04 894 5002	<a href="mailto:rob.gould@nzta.govt.nz">rob.gould@nzta.govt.nz</a>
Graeme Hudson	Senior Rail Safety Advisor	04 894 5006	<a href="mailto:graeme.hudson@nzta.govt.nz">graeme.hudson@nzta.govt.nz</a>