

# rail safety update

NEWS AND UPDATES FOR THE RAIL  
INDUSTRY AND SAFETY ASSESSORS



NZ TRANSPORT AGENCY  
WAKA KOTAHI

February 2012

## STOP PRESS! IMPORTANT SAFETY NOTICE

An operator in the tourist/heritage sector recently had an incident where the braking system of a locomotive was interfered with when it was stabled in an area accessible by the public. It is important that full visual and function checks of braking systems are made in such circumstances before moving rail vehicles.

## Extra industry seminars

The NZTA hosted a series of seminars around the country in August and September 2011, which proved very successful and had lots of positive feedback from attendees.

Subsequently, in November 2011, John Freeman sought expressions of interest from rail licence holders who wished to avail themselves of the opportunity to attend another seminar for a variety of reasons. Maybe you were not able to attend a seminar near at the time, or other representatives from your organisation may also like to attend.

Following the responses we received, the NZTA has liaised directly with those people and arranged the following four seminars:

### In Wellington:

Sunday 26 February 2012, 10am-5pm, NZTA National Office, 50 Victoria Street, Wellington

Monday 27 February 2012, 9am-4pm, NZTA National Office, 50 Victoria Street, Wellington

### In Auckland:

Sunday 4 March 2012, 10am-5pm, venue to be confirmed

Monday 5 March 2012, 9am-4pm, NZTA office, 1 Queen Street, Auckland CBD

However, we are now extending a further invitation to all licence holders who may wish to take advantage of the opportunity to attend one of these additional seminars. Please let Rob ([rob.gould@nzta.govt.nz](mailto:rob.gould@nzta.govt.nz)) know which seminar you wish to attend, and how many people will be attending from your organisation.

The seminars will essentially cover the same material as was addressed in 2011, however there will be some minor amendments due to events and information changing over the intervening period.

## Safety performance report

The NZTA has now received all Safety Performance Reports (reports) due.

In total we were expecting reports from 89 licensed rail operators. This meant that 9 licence holders were given exemptions for the 2010-2011 year. The reasons for the exemptions vary slightly, but in a nutshell it was dependent on the level of operation during the reporting period. For example some operators had received licences within the time period identified, thus would not be able to submit sufficient data. Christchurch Tramway Limited was also given an exemption as a result of the earthquakes disrupting their operation.

Now that we have received all reports, the analysis begins. Maree Henderson has started this process by extracting the data from each report and logging it into our database. As reported in the previous issue of *Rail Safety Update*, it is too early to perform any sort of data analysis; however, we have been able to compile some preliminary results.

The set of data has clarified how many passenger journeys were travelled in a twelve month period. The results in relation to commuter journeys within the metropolitan areas (Auckland and Wellington) were expected. However, details in relation to passenger numbers within the heritage and tourism operations were surprising, and much greater than expected.

We will continue to work our way through each report, analyse the data and report back to you in the April edition of *Rail Safety Update*.

# Heritage and tourist – 600,000+ passenger journeys

As noted previously in this newsletter, the analysis of data from the Safety Performance Report is in the early stages, yet we have already identified a surprising result. This being, that in the twelve month reporting period July 2010–June 2011, 628,229 passengers are reported to have travelled on our heritage and tourist rail licence operators. This number far exceeds estimates previously given to the Rail Systems Team.

## Some facts around these figures:

- There are 50 licensed operators in the heritage and tourist category
- 2 licensed operators reported that they do not have passenger numbers available.

## Additionally the following were not included;

- Metro operations (Auckland and Wellington)
- KiwiRail long distance passenger numbers
- Wellington Cable Car

As a matter of interest a total of just over 21.1 million passengers commuted on the Auckland and Wellington metro trains during the reporting period.



Photo by Michael Tolich

# Improve external communications

The July 2010 customer survey of our rail licence holders identified a need for the NZTA Rail Systems Team to improve our communication with the rail industry. Admittedly, this did not come as a major surprise to the team - who had already recognised the need for improved communication and had set about establishing the client manager concept that we have in practice today.

It was accepted that having established Key Client Manager processes, there was more to do to improve external communication. Therefore, the following was put into action:

- This newsletter was produced with the aim of releasing it quarterly (recent feedback from the rail industry has asked for an issue to be released every two months).
- The Client Managers ensure that field visits to each rail licence holder and other stakeholders are visited at least annually.
- After an absence of nearly 6 years, the Rail Systems Team conducted a series of industry seminars throughout New Zealand. These seminars have proved to have been successful. As a result, further seminars will be held in the near future.

Most importantly, the Rail System Team encourages all rail participants to feel free to pick up the phone and talk to us direct should you have anything you wish to discuss.

Project status: **Completed**

## Review and improve the NZTA Rail Information System

The Rail Information System (RIS) project identified that need to implement business improvements by enhancements that could be made to the RIS software.

Project status: **On target for completion April 2012**



# Review assessor performance and effectiveness

A review of the assessment process, the quality of the reporting and the effectiveness of the assessments in 2009 identified a need for improvement. It was apparent that there were significant inconsistencies in the assessment methodology utilised by each assessor. Equally, there were inconsistencies in the quality of reporting.

It is important to note, that the root cause of these inconsistencies was jointly shared by the NZTA and assessors. Although guidelines had been documented, clear processes, assessment methodology and assessor competencies had not.

First steps taken were to communicate with the assessors to ensure that the NZTA expectations were clearly understood. This was followed with the NZTA providing an assessment report template to be used for all assessments. This template was later revised to include a four part condition (non-conformance) process aimed at preventing repeat conditions in future assessment.

### The next steps:

- NZTA to run assessor seminars/training July 2012
- NZTA to produce and distribute assessor identity cards
- Formal assessor evaluations to be conducted from August 2012
- Assessment report template to be reviewed 2012.

Project status: **On target**

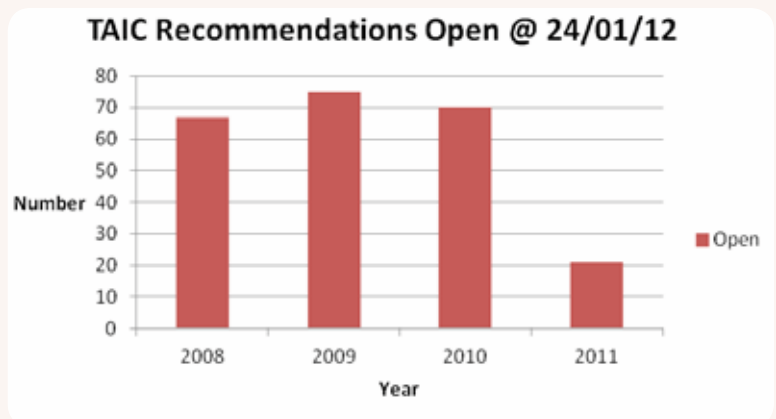
# Continue with closure of TAIC recommendations

The purpose of this project was firstly to significantly reduce the number of open Transport Accident Investigation Commission (TAIC) recommendations and secondly, establish a system for the ongoing management of these recommendations.

As the graphs below indicate, the first of these objectives has been achieved. This has been the result of a lot of hard work by the rail industry (particularly KiwiRail), TAIC and the tenacity of Adrian Douglas who drove the NZTA's objectives in this area.

The second part of the project (establishing systems for the NZTA's management of TAIC recommendations) has also been achieved. Clear processes have now been documented to ensure that an effective process is implemented to manage and monitor existing and new recommendations.

Project status: **Completed**



# Investigations of repeat incidents and accidents

The aim of this project is to identify areas of repeat incidents and accidents or areas where trends indicate the likelihood of an occurrence. Where appropriate the NZTA will conduct incident investigations.

Steps taken include:

- The improvements to the Rail Information System (RIS) to ensure the delivery of accurate information by which the decision to investigate will be made (requires the completion of the RIS project)
- Train an investigator (completed)
- Commence investigation(s).

Project status: **To commence upon completion of the RIS project in April 2012**

# Occurrence Data 2011

As required by the Railways Act 2005, the NZTA is required to be notified of any accident or incidents. An accident means an occurrence associated with the operation of a rail vehicle or the use of railway infrastructure or railway premises that causes the death of, or serious injury to, individuals; or significant property damage.

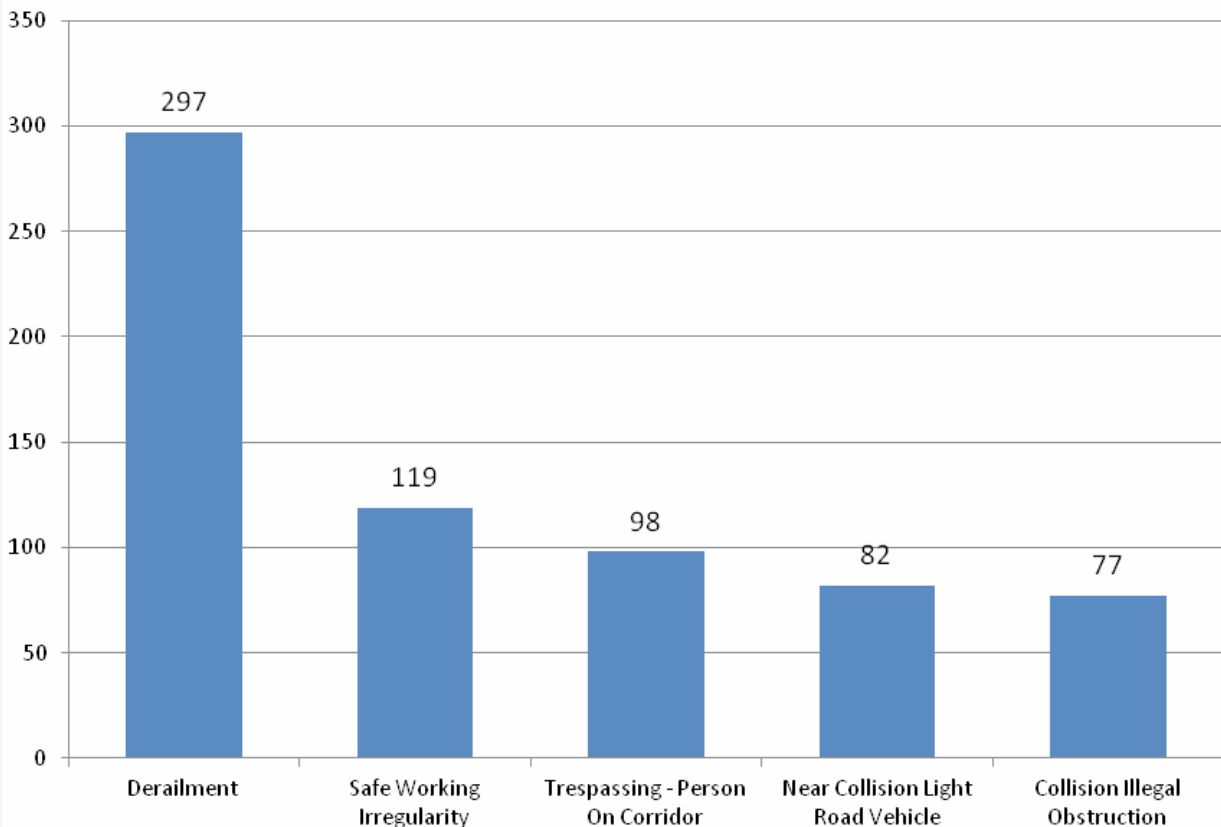
An incident means an occurrence, other than an accident, that is associated with the operation of a rail vehicle or the use of railway infrastructure or railway premises that placed, or could have placed a person at risk of death, or serious injury; or property at risk of significant damage.

The graphs below are represented by the data that has been reported to the NZTA. A review of the Safety Performance Reports has indicated that not all incidents may have been reported to the NZTA.

Derailments can be broken down into the following operating processes as follows:

- 73% Terminal/Yard Operations
- 11% Mainline Operations (including heritage operations)
- 10% Other Freight Operations
- 5% Infrastructure Maintenance
- 1% Level Crossing

**Top 5 Occurrences Notified to the NZTA 2011**



# Tramways Wanganui Trust

The NZTA welcomes Tramways Wanganui Trust to our customer base.

On the 16th January 2012, the NZTA issued approval for Tram No12 to be moved under its own power along 28 meters of track. This short journey (managed under strict conditions) allowed Tram No12 to travel outside the tram shed and onto the courtyard for display. This also enabled testing to be conducted.

Tramways Wanganui Trust intend to further develop their safety case and infrastructure so a Rail Licence can be issued mid year.

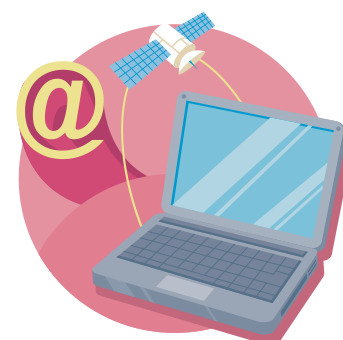


Photo by AEC Neilson

## Correspondence to the NZTA

These days, all correspondence is filed in 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 Systems 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!



## Our contact details

For general enquiries or contact information about the NZTA please check our website [www.nzta.govt.nz](http://www.nzta.govt.nz) or email us at [info@nzta.govt.nz](mailto:info@nzta.govt.nz)

NZ Transport Agency  
50 Victoria Street  
Private Bag 6995  
Wellington 6141

NZTA reception is located on level 2  
The Rail Systems team is located on level 3  
phone: (04) 894 5400 (option 4 - National Office)

### Rail Safety Notification Hotline

(24 hours 7 days a week)  
Phone (04) 499 1858

Rail enquiries: email us at [railregulation@nzta.govt.nz](mailto:railregulation@nzta.govt.nz)

### The Rail Systems team

John Freeman	04 894 5012	Manager Rail Systems	021 220 5790	<a href="mailto:john.freeman@nzta.govt.nz">john.freeman@nzta.govt.nz</a>
Merv Harvey	04 894 5003	Principal Rail Advisor	021 246 6211	<a href="mailto:merv.harvey@nzta.govt.nz">merv.harvey@nzta.govt.nz</a>
Adrian Douglas	04 894 5015	Senior Rail Advisor	021 683 467	<a href="mailto:adrian.douglas@nzta.govt.nz">adrian.douglas@nzta.govt.nz</a>
Rob Gould	04 894 5002	Senior Rail Advisor	021 833 318	<a href="mailto:rob.gould@nzta.govt.nz">rob.gould@nzta.govt.nz</a>
Graeme Hudson	04 894 5008	Senior Rail Advisor	021 248 8464	<a href="mailto:graeme.hudson@nzta.govt.nz">graeme.hudson@nzta.govt.nz</a>
Maree Henderson	04 894 5048	Rail Systems Advisor	021 242 9762	<a href="mailto:maree.henderson@nzta.govt.nz">maree.henderson@nzta.govt.nz</a>



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# Updated NZTA incident report form

The fax number on the cover page of the report form has been updated to be consistent with the rest of the form. Also, the online version has been tweaked to make the text clearer when filling in the form electronically.

Otherwise it is just the same as published in the previous issue of this newsletter.



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## Rail accident and incident notification reporting instructions

### Who to Notify:

Rail Systems team, NZTA

NZTA Rail Incident Notification Number: **(04) 499 1858** (24 hours/7 days).

Serious harm incidents should also be reported to the **Department of Labour: 0800 20 90 20**

### What to notify

**Accident** means an occurrence associated with the operation of a rail vehicle or the use of railway infrastructure or railway premises that causes:

- a. the death, or serious injury to, individuals; or
- b. significant damage to property

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

- a. a person at risk of death or serious injury; or
- b. property at risk of serious damage

These definitions are in accordance with the Railways Act 2005.

### When to notify

Accidents and significant incidents are to be notified immediately emergency services are called (or a maximum of within 2 hours of occurrence) to the above NZTA phone number - then confirmed by completing and sending the form by 12 noon of the next working day.

Other incidents are to be notified by 12 noon of the next working day following the occurrence by completing and sending the form.

The form when completed is to be sent to the Rail Systems Team, NZTA:

Postal Address: Private Bag 6995

Wellington 6141

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

Fax No: (04) 894 5098

An electronic version of the form is available on the NZTA web site: [www.nzta.govt.nz/resources/rail-incident-accident-form](http://www.nzta.govt.nz/resources/rail-incident-accident-form).

If you are unsure what to do after an accident or incident please phone emergency services as applicable; then contact the above number **(04) 499 1858**.

In some circumstances you may be required to wait for the arrival of accident inspectors before clearing the accident site.



Reference number: \_\_\_\_\_

# Rail incident/accident report form

(For level crossing incidents, fill in the NZ Police form and fax it to the NZTA and the NZ Police)

Mail to: NZ Transport Agency, Rail Systems, Private Bag 6995, Wellington 6141

Fax to: 04 894 6132

Email to: railregulation@nzta.govt.nz

## Organisation details

Licence holder: \_\_\_\_\_ Location: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## Operation type

Passenger

Shunting

Industrial

## Agencies informed

Emergency services Date/time: \_\_\_\_\_

NZTA Date/time: \_\_\_\_\_

Dept. of Labour Date/time: \_\_\_\_\_

## Incident details

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Severity 1-4 (1 very serious, 4 very minor): \_\_\_\_\_

Location/meterage: \_\_\_\_\_ Direction of travel: Towards \_\_\_\_\_

Rail vehicle(s) involved: \_\_\_\_\_

Speed (km/h): \_\_\_\_\_ Weather (eg fine, overcast, drizzle): \_\_\_\_\_

Light/visibility 1-4 (1 excellent, 4 poor): \_\_\_\_\_ Track (wet/dry): \_\_\_\_\_

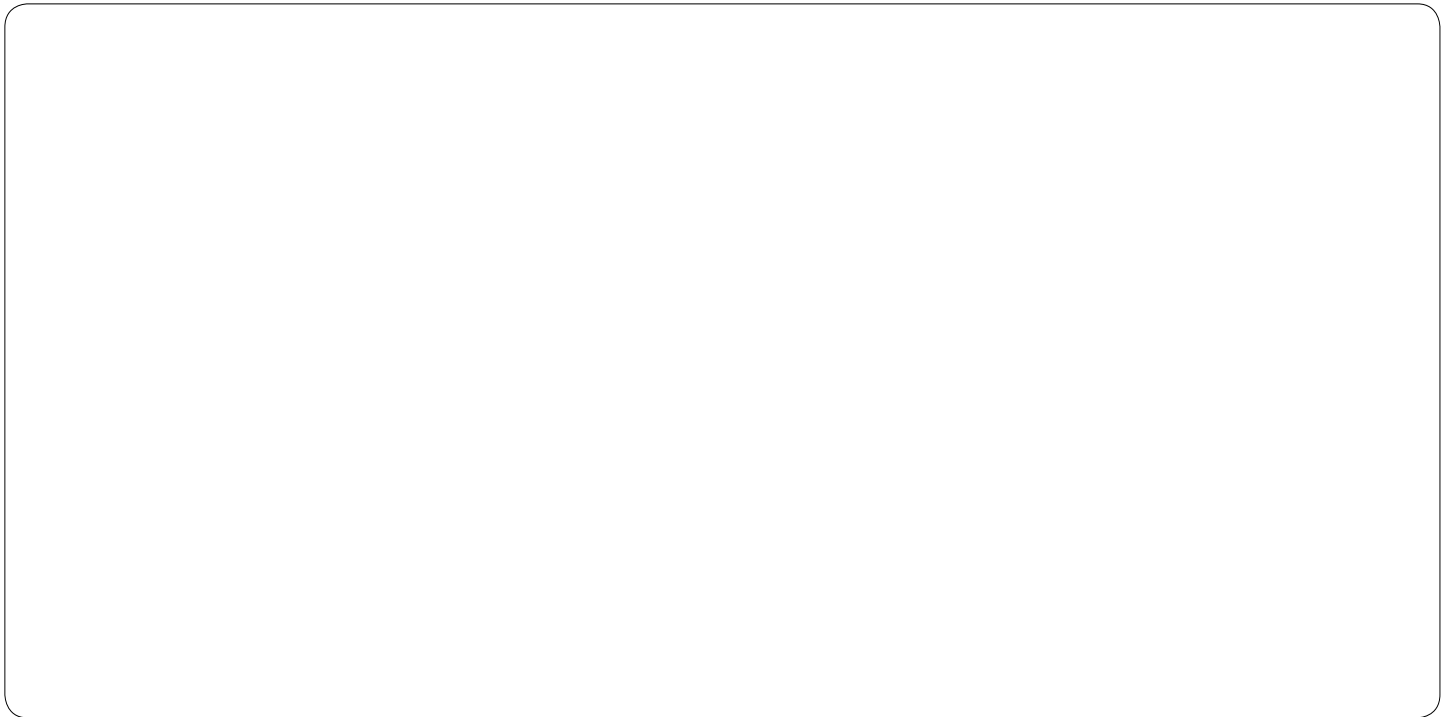
Any injuries?  No  Yes (describe below)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



Describe what happened

Sketch of scene of incident/accident *(please also attach photos of scene)*



Describe remedial actions taken or proposed to prevent recurrence

Form completed by (name): \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

NZTA follow-up

Date: \_\_\_\_\_

Time: \_\_\_\_\_

# RAIL LEVEL CROSSING COMPLAINT FORM – NON NRS

Police Communications Centre Event No: (if known) \_\_\_\_\_



Organisation Submitting Report: \_\_\_\_\_

Contact for Police Feedback: Name: \_\_\_\_\_ Ph: \_\_\_\_\_

Date of Incident:							Locality:	Metrage:
Time of Incident:							Level Crossing at:	
Mon	Tue	Wed	Thu	Fri	Sat	Sun	(Rd/St)	

Light Weather	Bright Sun	Sun	Overcast	Twilight	Dark	
	Fine	Light Rain	Heavy rain	Strong wind	Mist / Fog	Frost

Crossing Control	Barrier Arm	Lights and Bells	Stop Sign	Give Way	Uncontrolled	Private
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## Locomotive Engineer

Last name	First Name	Second (or other) name
Home address		
Home phone	Cell Phone	Other contact number

## Locomotive details

Locomotive Number:				Heading		N	E	S	W		
Weight:		Length:		Lights On		Yes	No	High	Low		
Horn Sounded		Yes	No	Long Blast	Short blast	Continuous					
Locomotive Speed			Km/h								
Proximity to vehicle	Less than	5m	10m	20m	30m	40m	50m	75m	100m	125m	150m

## Offending Vehicle details:

Make	Model	Reg No	Colour
Type	Towing		
Distinguishing features			
Driver	Male	Female	Race
Further description			

**What Happened:** *Include as much detail as possible including direction of travel for vehicle, estimated speed, did it stop or slow etc. Include the name of the nearest town.*

*Continue on separate sheet as required*

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

Manager: Fax this form to Inspector Mark Stables. Police National Headquarters. 04 498 7404.

Faxed: Date \_\_\_\_\_ Time \_\_\_\_\_