Safety Management System Modules
Element 30 – Resource Availability

What and Why

An accredited rail operator needs to have sufficient resources to run the railway safely. When less resources are available that are needed, shortcuts are often taken resulting in incidents or accidents, which were completely avoidable.

Resources includes access to financial resources as well as equipment and people. This can be further broken down to include:

- Appropriate funding and insurance;
- People are competent to operate, inspect and maintain the rollingstock and/or infrastructure;
- Risk management skills are available;
- Engineering support is available;

The law also requires rail operators to have procedures and systems that are used to estimate what resources are required to operate and maintain rail operations, and the Safety Management System.

Any plans that are developed as part of the SMS should ensure that the rail operator has acceptable access to these resources.

How

A written procedure that describes how the rail operator ensures that it has appropriate resources to manage and operate its operations is included in the SMS, that is, the overall normal business planning process/cycle:

This procedure can include references to other documents that sit outside the SMS, such as:

- A business plan;
- Annual budgeting processes or annual budgets;
- Operations plans that include details on minimum numbers of rail safety workers that are required to carry out rail safety tasks;
- Long term maintenance plans that describe how assets are managed and maintained;
- Training plans;
- Procurement processes;
- Volunteer recruitment strategies;
- Succession plans; and /or
- Marketing plans.

The procedure could also include details of any external groups or bodies that it uses to assist with resourcing, such as:

- Safety advisory groups;
- Consultancy firms;
- Auditors;
- Technical experts used to certify assets.

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Who

The Board/Executive Committee will normally endorse budgets and associated resourcing plans as part of their governance obligations;

Managers and supervisors who have the responsibility for developing the SMS and/or related plans should ensure that adequate resources are available, and understood, for operations;

All rail safety workers should understand what the minimum operational resources are for their specific rail safety tasks (e.g. 2-man train crew) so that they can ensure they comply with safety requirements before starting work.

When

- Depending on the scale of the rail operator's business, the frequency of this planning process may vary, but given the budgetary component, it is likely to be at least annually.
- Whenever changes in operations occur, operational plans should be developed to ensure that appropriate resources are in place to meet those new needs;
- Volunteer recruitment drives are conducted when additional resources are sought;
- New and/or amended operations do not commence unless appropriate resources are in place.

List of relevant documents (internal)

All plans included in the Safety Management System, such as:

- Fatigue Risk Management Plans;
- Drug and Alcohol Management Plans (DAMP);
- Change Management Plans;
- Asset Management Plans;
- Audit Plans;
- Security Management Plans.

Element 4 – Governance & Internal Controls

Element 12 – Management of Change

Element 16 – Risk Management

Element 18 – Procurement & Contract Management

Element 24 – RSW Competence

Element 25 – Security Management

Element 29 – Fatigue Risk Management

Template / Master Rosters

Links (external)

[ONRSR Website](#)

[www.asic.com.au](#)

[www.acnc.gov.au](#)

Appendices

None