



SYDNEY TRAMWAY MUSEUM

TRAMLINER ACCESS AGREEMENT

OCTOBER 2011-DECEMBER 2011

SYDNEY TRAMWAY MUSEUM

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Version Number	Date	Reason/Comments
1.0	31/10/2011	Initial issue
1.1	23/12/2011	Added Easement to improve the description

Approved by _____ **Signature & Date** _____

3. Distribution List

Position	Date	Copy Issued to (Yes/No)	Copy No.	Received
Rail Safety Manager		Y	1	

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1. Purpose

The purpose of this document is to define the access requirements to those organisations who want to cross over and/or under the various Sydney Tramway Museum tramlines **or easements**.

2. Scope

This agreement shall apply to all crossing planned to be made across the STM tramlines **or easements**, by the above listed organisation.

3. Responsibilities

This agreement needs to be negotiated and signed by the Infrastructure Manager, or his nominee, and the nominee of the organisation who wants to do work near STM's tramlines **or easements**.

4. References

General Safety Induction (STM6017)

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TRAMLINE ACCESS AGREEMENT

This agreement is between

Of:

(Organisation's name)

and **South Pacific Electric Railway Pty. Limited**

(trading as The Sydney Tramway Museum)

Date :

Sydney Tramway Museum Contact:

Name:.....

Phone No.

Other Organisation's Contact:

Name:.....

Phone No.

Signatures:

Organisation's Authoriser:

Sydney Tramway Museum Authoriser:.....

This agreement applies to the work to be undertaken described in Schedule 1.

1. CONDITIONS

The Sydney Tramway Museum has many **types of** services running under and/or along side our various tram tracks **and easements**. These include underground power, telephone, **control** cables and sewerage lines so organisations who want to access to our tramway must be careful about these services.

The above listed organisation is responsible to ensure the following:

- a) A General safety induction, to be given by a STM nominated person, may be required before starting any work on site;
- b) No equipment, plant or materials is to block or impede the tram line, at anytime, during your excavation, drilling or any other works;
- c) If any such equipment is to block or impede the tram line, then prior agreement as to the access date and time must firstly have been agreed and a "safety officer" must be in attendance at all times;
- d) No such equipment and/or plant that is planned to cross the track or work in the easement area, that has a vertical reach of over 4.5 meters (4500mm) from ground level must not do so unless prior agreement as to the access date and time has been agreed and a "safety officer" must be in attendance at all times;
- e) The Sydney Tramway Museum may need to undertake further procedures to lock out the overhead wire, as the wire carriers a 600v DC supply, to ensure the safety of all involved;

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- f) The Sydney Tramway Museum must be notified in writing at least 72 hours prior to any works commencing to ensure that tram operations are not impacted by any work to be undertaken unless agreed, in writing, before the work is to start;
- g) A point of contact (persons name and phone number) at the work site must be provided for the duration of the said works;
- h) Any pipe or conduit that is laid in the easement, the top diameter of it must over one (1) meter (1000mm) in depth under the running tram track ground level for a distance of no closer that 2 meters (2000mm) either side of the running tram track or easement;
- i) Any inspection/access pits must be located no closer than 2 meters (2000mm) either side of the running tram track, any "P" or "J" series pits must have a concrete lid clearly labeled with "Comms" or "Elec" on it, or pre formed concrete pit with cast "Gatic" cover must be rated at minimum class "B Light traffic" (80kN loading), as per AS3996 Australian Standards guideline;
- j) Any inspection /access pits must be level with the surrounding ground level; and
- k) A white painted Star picket or a suitable post no less than 40mm in diameter with a signage highlighting type of service in the area, reference point or ID of the companies located service and contact name of the company of the service in case of incident is to be located no closer than 2 meters (2000mm) from the main running tram track or easement;
- l) Each party will continuously monitor and review the safety risks and measures to manage the safety risks for which it is responsible;
- m) The parties will consult with each other in relation to the outcome of their monitoring and review activities; and
- n) Each party will report regularly to the other party, on its progress in implementing the agreed scope of work.
- o) Other conditions:

- i.
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- ii.
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- iii.
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- iv.
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- v.
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3. Dispute resolution

- a) *Should a dispute arise between the parties in connection with this agreement, a party may issue a written notice of dispute to the other party.*
- b) *Within five business days of receipt of a notice of dispute, senior officers of each party will meet to discuss the dispute.*
- c) *If the senior officers are unable to resolve the dispute, chief executive officers of the parties will meet within five business days to attempt to resolve the dispute.*
- d) *If the chief executive officers of the parties are unable to resolve the dispute, the dispute will be referred for conciliation to the IAMA in accordance with the Conciliation Rules of the IAMA.*
- e) *If the conciliation process is unsuccessful, the dispute will be referred to **[insert]**, for determination. The parties agree any such determination will be binding on them.*
- f) *Meetings under above clauses may be held by telephone.*

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Schedule 1

Scope of Work:

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