



CRR-G-034-C

Guideline on the application for a Safety Assessment of New Infrastructure Works on Isolated Heritage or Velo Railways

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1. Introduction

The Railway Safety Act (RSA) 2005, as amended, obliges railway organisations to submit a ‘Safety Assessment of New Works’ to the Commission for Railway Regulation (CRR) before the bringing into use of same (Section 42). These Guidelines describe what should be contained in an assessment, the process for making a submission and the assessment process.

This guideline is applicable to Isolated Heritage Railways and to Velorail Operators. It is also applicable to third parties that interface with these types of railways.

A failure to have the required CRR approval for new or significantly modified infrastructure may result in the CRR serving a prohibition notice in accordance with Section 78 of the Railway Safety Act, thereby preventing the use of the infrastructure. Additionally, provisions under Section 42(14) may be applied.

2. New Works Project Stages

New railway/velorail infrastructure or significantly modified infrastructure projects require approval from the CRR in accordance with Section 42 of the Railway Safety Act. To assist railway organisations and velorail operators which are bringing new infrastructure into operation the CRR has a three-stage project approval process. The stages are:

- Stage 1 – Initial contact and project overview.
- Stage 2 – Detailed design.
- Stage 3 – Operation.

For small projects, Stages 1 and 2 may be a combined submission.

Whenever you are considering a project contact us in good time and we can advise you of any applicable requirements. If you are unsure if a project requires a new works assessment, contact us and we can provide advice.

3. What Should Be Contained in a ‘Safety Assessment of New Works’?

As explained in Section 2, before you commence any activity on a project it is best to contact the CRR and we can advise you as to what you should submit and when. Set out below are a high-level indication of what is expected for each stage of your project.

Stage 1 – Initial contact and project overview

- i. A communication from the railway organisation/velorail operator (hereinafter referred to as the Applicant) on the nature of the project containing high level details of what the project entails, including:
 - a) Type and purpose of the new infrastructure. This is a description of the proposed new infrastructure.
 - b) Enabling Works. This is a comprehensive description of the enabling works. Details should be provided as to how the operational railway will be protected during these works.

Stage 2 – Detailed Design

- i. Design specifications. A high-level performance specification for significant components. More detailed specifications may be required. This should be accompanied by General Arrangement drawings.
- ii. Applicable Standards covering such infrastructure. A list of the standards to which the new infrastructure will be designed/constructed. Any non-compliances should also be included with reasons for same.
- iii. Details of the safety management systems governing the design, construction, operation, maintenance and disposal of such infrastructure, including a risk assessment.

- iv. A declaration of the intended life cycle of the project and identification of safety requirements in order to achieve this.
- v. Compliance with any relevant principles and guidelines adopted by the CRR and relevant legislation, including a description of the compliance.
- vi. A statement from the Applicant accepting the proposed designs (when completed by a third party) should be included in the submission.
- vii. Design and Check Certificates should be included also.

Stage 3 – Operation

- i. Compatibility of the new infrastructure with the existing infrastructure, rolling stock and railway/velorail operations.
- ii. Confirmation that the commissioning and bringing into operation of the new infrastructure is consistent with the operation of the railway/velorail and the duty of the railway organisation/velorail operator under the legislation.
- iii. A list of the proposed changes to the Applicant's accepted Safety Management System and supporting documents with a timeframe for updating or an updated Safety Management System and supporting documents reflecting the new infrastructure or changes to infrastructure.

4. How to Make a Submission

The Applicant should ensure the timely submission of their application to the CRR. The time required for consideration of any proposal will depend on its complexity. Where novel technology or systems are proposed, the scheme should be discussed at an early stage with the CRR. Submissions should be sent via email to approvals@crr.ie.

Development of Submission

To prevent issues arising at an untimely stage of the project, which could lead to increased cost and/or delays for the Applicant, submissions should be made at the earliest possible opportunity.

5. On Site Inspections by CRR

Site inspections may be carried out as deemed necessary by the CRR. The CRR is to be kept informed of the projects progress and is to be notified in advance of significant milestones, as an inspector may choose to carry out an inspection.

6. Approval

At each stage of the project the CRR will issue a letter of acceptance provided it is satisfied with the information provided. The letter of acceptance will be issued to allow you proceed to the next stage of the project. It should be noted that a letter of acceptance may include conditions.

7. Reduced Submissions

As indicated in section 2 above for small projects or for alterations to infrastructure already in use a simplified application process may be sufficient provided the content is agreed in advance with the CRR. The content will depend on the safety implications of the project.

8. Further Clarification

Further clarification on these guidelines can be sought from the CRR.