

CRR-G-054-A

Guideline For Applicants For Authorisation Of
New And Modified Cableway Installations and
Funicular Railways

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1 Introduction

The Commission for Railway Regulation (CRR) was appointed the competent authority for cableway¹ installation under S.I. 766 of 2007. This role is maintained in S.I. 543 of 2020 which gives full effect to Regulation (EU) 2016/424. Under the Cableway Installations Regulations 2020 – S.I. 543 of 2020 – all new or modified cableway installations must be authorised by the CRR. Regulation (EU) 2016/424 also applies to funicular railways. This guideline provides guidance on the process for applying for authorisation. The Authorisation is a two stage process, stage 1 relates to the design and construction of the cableway and stage 2 relates to its entry into service.

1.1 Prior To Submission Of A Formal Application

Informal contact with the CRR

Operators who are intending to construct new cableway installations or to modify existing ones (including relocating them to other sites) are encouraged to contact the CRR at as early a stage as possible.

The CRR will discuss all proposals on an informal basis and provide advice on the authorisation process. Where appropriate, these discussions may also involve officials from other enforcement bodies and/or our own appointed specialist advisors.

It is helpful to have as much background information on the proposed new or modified installation as possible. Information on the following would be particularly helpful:

- the nature and scale of the proposed installation,
- details of the location,
- any safety considerations including means of evacuation,
- timeline - by what date does it need to be completed?

For details of the fees for an authorisation refer to the schedule of fees in S.I. 543 of 2020.

2 Application For Stage 1 Authorisation

An application for authorisation under S.I. 543 of 2020 for the purposes of Article 9 of (EU) 2016/424 shall be made to the CRR by or on behalf of the person responsible for the cableway installation.

The application must be accompanied by:

- the safety report,
- the safety analysis.

2.1 Safety Analysis

The applicant may only seek a stage 1 authorisation from the CRR once a safety analysis has been undertaken and a safety report prepared.

Safety analysis requirements are outlined in Article 8 of (EU) 2016/424.

2.2 Safety Report

The safety report must contain the results of the safety analysis.

¹ In this guideline any reference to cableway should also be read as including funicular railways.

The safety report should ensure that everyone involved in the construction of the installation recognises and accepts the measures proposed for dealing with potential operating risks.

2.3 Copies Of Documents

For electronic submissions applicants should send the application letter, the safety analysis and the safety report to info@crr.ie. Applicants should submit two copies of the application letter, the safety analysis and the safety report if the application is being made in hard copy.

2.4 Processing Of Stage 1 Application

2.4.1 The Authorisation

On completion of the evaluation of a stage 1 application, the CRR will make a decision on whether to grant an authorisation for the applicant to proceed with the construction or modification work. The CRR authorisation shall be in writing and shall be in the name of the person responsible for the cableway installation or modification and shall be with or without terms or conditions.

2.4.2 Refusal To Grant An Authorisation

Where the CRR makes a decision to refuse to grant an authorisation for construction or modification, the applicant shall be informed by notice of this decision. The person responsible for the cableway installation concerned may, within 14 days of service of the notice, make representations to the CRR. The CRR shall consider any such representations, if made, and confirm, adjust or withdraw the decision. Details of the CRR's Representation and Appeals procedure (CRR-P-010) are available on the CRR's website. The CRR shall charge fees in relation to appeals as per the schedule in the Regulations.

3 Application For Stage 2 Authorisation

Once the works to construct or modify the cableway installation are completed a Stage 2 authorisation must be obtained from the CRR before it can enter into service. The application shall be made by or on behalf of the person responsible for the cableway installation. The application must be accompanied by the technical file, which must contain the safety report and the safety analysis, as well as the declarations of conformity and accompanying technical documentation relating to the installation's, or modification's, safety components and subsystems.

Where another person takes responsibility for a cableway installation subsequent to its authorisation a new application shall be made to the CRR by or on behalf of the other person to amend the authorisation.

3.1 Declarations Of Conformity & Technical Documentation For Safety Components

Information on what the declarations of conformity for safety components should include is set out in the annexes to (EU) 2016/424. This includes details of the manufacturer, descriptions of the component, details of the conformity declaration procedure used, and of any notified body involved in the conformity procedure and, where appropriate, the references for the applicable harmonised standards. The technical documentation must enable the conformity of the component to be assessed and must cover the design, manufacture and operation of the component.

3.2 Declarations Of Conformity & Technical Documentation For Subsystems

Information on what the declarations of conformity for subsystems should include is set out in the annexes to (EU) 2016/424. This includes details of the EC examination (the person who ordered it, the notified body which carried it out and the outcome), a description of the subsystem, and all relevant provisions with which it must comply, including any operating restrictions and conditions. Information

on the conformity assessment procedures for subsystems is set out in the annexes. This includes all construction plans and calculations, diagrams, descriptions of computer and automatic systems and any operating and servicing instructions, as well as a list of the safety components used in the subsystem.

3.3 Copies Of Documents

For electronic submissions applicants should send the application letter, the safety analysis and the safety report to info@crr.ie. Applicants should submit two copies of the application and supporting documentation if the application is being made in hard copy. Processing Of Stage 2 Application

3.3.1 The Authorisation

On completion of their evaluation of an application, the CRR will make a decision on whether to grant an authorisation for the applicant to allow entry into service. The CRR authorisation shall be in writing and shall be in the name of the person who made the stage 2 application to allow entry into service and shall be with or without terms or conditions.

3.3.2 Refusal To Grant An Authorisation

Where the CRR makes a decision to refuse to grant an authorisation for entry into service, the applicant shall be informed by notice of this decision. The person responsible for the cableway installation concerned may, within 14 days of service of the notice, make representations to the CRR. The CRR shall consider any such representations, if made, and confirm, adjust or withdraw the decision. Details of the CRR's Representation and Appeals procedure (CRR-P-010) are available on the CRR's website. The CRR shall charge fees in relation to appeals as per the schedule of the Regulations.

4 CRR Contact Information

Queries and requests for further information on matters arising from this guidance note or relating to any aspects of (EU) 2016/464 or S.I. 543 of 2020 should be made to info@crr.ie.