

## **Minutes of MEANZ meeting -- 7 Jan 2006.** at Canmod 2006, Christchurch.

**Members present and Apologies** - see appendix.

**Minutes of the previous meeting** held at Hamilton in Jan 2004 were circulated earlier and copies were available. They were taken as read with no matters arising.

**President's Report.** This was circulated earlier and available at the meeting  
– taken as read. Report received with thanks.

**Financial Report** as circulated was accepted. (P Anderson, M George)

**Subscriptions.** Moved that the Annual MEANZ subscription to be raised to \$40-00pa (P Morton, D Crooks) Carried.

To ensure the safety management scheme is adequately funded and to cover inflation it was felt by the meeting that the fees should be raised to this amount for the following two years, Oct 2006 – 07, and Oct 2007 - 08.

**Correspondence.** No correspondence that required the attention of the meeting.

### **Overseas Representatives**

Barry Glover, President of Australian Assn. Live Steamers, and Allan Bibby, Editor Northern Assn Model Engineers UK. Both visitors were given the opportunity later in the meeting to report on their groups' activities and concerns.

### **Election of Officers –**

Moved that the present Executive be re-elected remembering they have the right to coopt assistance if required. (D Crooks, G Head) Carried.

President -- C Burleigh (Kapiti Miniature R & Associates)

Secretary -- P Anderson (Hutt Valley MES)

N I Rep – J Romanes (Havelock North LS)

S I Rep – J Miller (Canterbury SMEE)

Ian Fanshawe (Canterbury) continues as our technical liaison with the AMBSC.

**Auditor** – Brian Wheeler is prepared to continue. Thanks for this service were expressed.

**2008 Convention.** Manukau Live Steamers have agreed to host this event and a flyer was made available to make this known.

**2010 Convention** Nelson offered to arrange the hosting of this next South Island convention.

Whangarei have lodged a request to consider hosting the **2012** convention.

## **Safety Self Management Proposal.**

Papers outlining the proposals had been posted out in October and comments and suggestions returned by the clubs had been summarised and posted with the notice of the meeting in November. Copies of these were available at the meeting.

Colin Burleigh presented the case for the proposal with reference to continuing difficulties under the Amusement Devices Regulations (ADR) followed by John Romanes setting out the thinking on how the audit system would work as a consultative tool and a confirming check on a club's general safety procedures.

Colin informed us that the procedures proposed by MEANZ had been passed to Mr K Stewart of OSH who had advised that setting up a self management system would serve well when the time came for the ADR to be revised.

John Moody (CLS) moved that all members should decide in terms of the MAP how the outcome of the audit would be applied. He advocated a 'Warrant of Fitness' system to be applied internally within each club and not subject to outside authority.

Several speakers, including Paulette Morton, then supported the notion of someone outside the club coming to look over the safety setup within the club. The objective was to audit in an advisory and helpful way considering the situation of each individual club. Ian Fanshawe stated that clubs should not wait for the 'auditor' to initiate a suitable regime. It is better that each club tailors its system to its needs. Murray Bold felt that 90% of the requirements are 'common sense'.

There being no seconder of the previous motion it was moved –  
We should proceed in the direction of the Safety Management System. Passed.  
(Burleigh, Lane)

The three motions regarding the Self Management Scheme were then dealt with in turn and passed without amendments though there was some discussion on the proposed changes in wording of the various documents that will be carried out along the lines shown in the Summary spreadsheet..

1. That the document 'MEANZ Guidelines for Passenger Carrying Miniature Railways' be adopted as the Safety Management Guide for member clubs of MEANZ, subject to amendments agreed at the meeting. (Burleigh, Romanes)

This document is seen as an advisory document. Reference to UK addresses and specific requirements do not apply in our use of it.

2. That the revised 'Manual of Operating Procedures for Miniature Railways 2006' be adopted, subject to amendments agreed to at the meeting, to give continuity to the established safety practices within NZ. (Burleigh, P Morton)

The allowable age of drivers was questioned and even though the relevant section is advisory it was felt that it should be possible for a 15 year old to attain driving status. It was also felt that the suggested time periods and requirements were unnecessarily onerous for the duties on many of the tracks. Interchange of driving rights between clubs was discussed and it was advocated that the 'driving ticket' be subject to current club membership. It is up to each club to ensure that they assess the competency of their own and visiting drivers and that their relevant rules are known by the drivers.

3.. That the new MEANZ Administrative Policy, Published as MAP 0 to MAP 9 be adopted, subject to amendments agreed to at the meeting, as the means to define and run the 'Safety Management Scheme' embodying the five yearly Audit carried out by Club appointed auditors. (C Burleigh, M George)

In summary Colin thanked everyone and pointed out that revision of the documents will be carried out as required on a regular basis. In the meantime let us get going and get the scheme working in a mature fashion making it a useful tool toward safe operation.

**Insurance.** M Bold presented the result of the Palmerston North survey on the need for MEANZ to look further into the insurance requirements of the clubs.

As only 7 of the 26 clubs indicated that they may be interested the matter has been shelved again at this stage. The information gathered has been kept on file.

**AMBSC Boiler Code.** M George stated that he was concerned that most clubs are not recording the boiler construction and testing information called for in the AMBSC Boiler Code that we ascribe to follow. His aim in bringing the matter up was to improve documentation, and ensure that records are transferred when a boiler comes under another club's jurisdiction.

## **General Business**

**Pattern Register.** It was suggested that MEANZ could provide a listing of patterns available for modelling projects. This could be arranged if clubs and individuals are prepared to have their items on a central list

The meeting was declared closed about 1645hrs.

## Appendix –

### 1. Representatives & Attendance

Club	Representative		
Whangarei	Roger Reynolds	Kapiti	Gary Bly
Auckland	Murray Lane	Maidstone	Alan Kemp
Manukau	Paul Staub	Hutt Valley	Peter Anderson
Hamilton	Don Plant		(MEANZ Sec/Treas)
Thames	Paulette Morton	Nelson	John Caldwell
Tauranga	proxy P Anderson	Picton	Patric Robinson
Rotorua	Debbie Little	Blenheim	Don Crooks
Eastern BoP	--	Canterbury	Alan Orwin
Hawkes Bay	proxy J Romanes	Christchurch LS	John Moody
Havelock North	John Romanes	Ashburton	proxy Alan Kemp
	(MEANZ N I Rep)	South Canterbury	Bill Midson
New Plymouth	Monty George	Otago	proxy G Head
Palmerston North	Richard Lockett	Gore	Graham Head
		Southland	--

Colin Burleigh (MEANZ President), Jock Miller (MEANZ S I Rep)

Ian Fanshawe (AMBSC, NZ Tech Advisor)

Other Attendees – Alan Bibby (Editor NAME – UK), Barry Glover (AALS President), Mike Johns (UK), Stan McKeown (Melb), Murray Bold (PN), Chris Morton (PN), Sereena Burton (Thames), Nigel Gibbs (Nelson), Wilson Brown (Gore), Spencer Davidson (South Canty), Rosalene Davidson (South Canty), Vincent Dirks (Manukau).

Apologies – Dave Giles (Manukau)