

Guidance

G3171

Assessing the Impact of Time Table Changes on Rolling Stock Assets

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This document is derivative of S2180 Standard for Passenger Rolling Stock. Any changes to this document must be accepted by the Head of Rolling Stock

1 Purpose

The purpose of this Guidance Document is to explain the minimum requirements that should be followed to assess the impact of Timetable changes on Rolling Stock assets and their maintenance.

This document illustrates the process that should be followed and the stakeholders that should be involved in the completion of the assessment.

The assessment should produce a list of risks identified in the review and proposed / required actions that should need to be fulfilled to introduce the timetable changes.

2 Scope

This Guidance applies to all Timetable changes proposals.

Timetable changes proposals might take a number of different forms not all linked to increase in mileage covered by individual Rolling Stock assets.

Any proposed Timetable change should be assessed by competent and accountable stakeholders to evaluate the effect it might have on the Rolling Stock assets and the adequacy of their current maintenance requirement and logistics.

The minimum stakeholders groups required to assess timetable changes are:

- Fleet Maintenance
- Maintenance Planning
- Maintenance Procurement
- Maintenance Engineering
- Fleet Asset Manager
- Rolling Stock Ambience
- Head of Rolling Stock representative

3 Guidance

3.1 Timetable Changes Assessment Structure

The Timetable office might initiate a Timetable change for any of the specific fleet operating passenger service on the LU network.

Timetable changes should be examined to understand the impact of the changes proposed on any on the Rolling Stock operations and maintenance.

The assessment should be structured in 3 distinct parts each focussing on different aspect of the Rolling Stock operations and each engaging different stakeholders.

The Head of Rolling Stock or his / her delegate should coordinate the review activities.

The reviews should conclude with the publication of evidence that should list the review steps, the stakeholders involved and list the risks identified during the review and the mitigating actions required to enable the change to take.

The review process should be completed in sequence so that output from one stage might be evaluated as a requirement on the next.

The review process should follow a Product, People & Process approach and timeline.

In each part, the stakeholders involved should analyse the changes impact to their areas of accountability using all available data as well as recommendations from the previous parts.

Each part of the review should have a Lead based on their discipline or area of accountability and its relevance to the part being evaluated.

Upon completion each part should state explicitly their position and should produce either a Letter of No Objection to the Timetable changes with or without recommendations or a Letter of Objections with the rationale for the refusal.

The Letter of No Objection might be issued with recommendations or conditions to be followed for the Product, People or Process or other parties to ensure the changes do not affect the asset and its operation and maintenance adversely.

These recommendations should be laid out as requirement or conditions for the timetable changes to take place.

3.1.1 Part 1 Product Review

The aim of this section is to evaluate if any of the proposed changes have an impact on any of the technical aspect of the Rolling Stock affected.

The assessment should consider all aspect of the changes and their effect on the Rolling Stock performance and the adequacy of the existing maintenance specification to maintain the current level of safety once the changes have been introduced.

The assessment should evaluate impact of the changes to the design principles and intended scope of the asset operation and should include consideration to the current state of the assets, their position in their life cycle and the safety risks currently being mitigated as well as the engineering changes planned.

3.1.2 Part 2 Capacity Review

The aim of this section is to evaluate if any of the proposed changes have an impact on the capacity and capability of the staff and infrastructure involved in the maintenance and operation of the assets.

The assessment should consider fully the impact of the changes on the areas ability to plan and deliver the maintenance sustainably and should give full consideration about all aspect of maintenance delivery and planning in terms of timing and resourcing.

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