

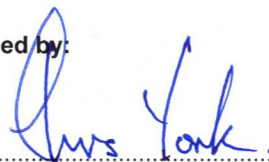
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Date:	1st December 2008
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Level 2

Management of Third Party Works on Network Rail Infrastructure

Endorsement and Authorisation

Endorsed by:



Chris York, Working Group Chair

Authorised by:



David J Hughes, Steering Group Chair

Accepted for issue by:

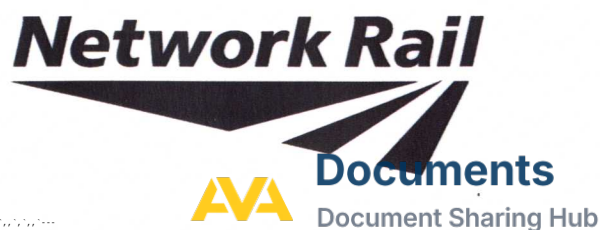


Mick McManus, National Standards Manager

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Issue record

Issue	Date	Comments
1	February 2004	New Issue
2	February 2005	Re-formatted to migrate into the new Network Rail Standards Framework
3	December 2008	Revised to incorporate changed references to new legislation and Network Rail Standards, and changes and additional responsibilities for Sponsor, Route Enhancement Manager and Network Development Team.

Compliance

This Network Rail standard is mandatory and shall be complied with by Network Rail and its contractors or persons other than Network Rail as agreed through Agreements wishing to carry out alterations to Network Rail Infrastructure if applicable from 1st March 2009.

When this standard is implemented, it is permissible for all projects that have formally completed GRIP Stage 4 to continue to comply with the Issue of any relevant Network Rail Standards current when GRIP Stage 4 was reached and not to comply with requirements contained herein, unless the designated Standard Owner has stipulated otherwise in the accompanying Briefing Note.

Reference documentation

Network Rail Standards

NR/L2/MTC/088	Responsibility for Maintenance of Changed Assets (formerly NR/SP/MTC/088)
NR/L2/INI/02009	Infrastructure Engineering (formerly Engineering Management for Projects)
NR/L2/BUS/02250	Asset Data Management
NR/L2/RSE/015	Network Rail Acceptance Panel
NR/CS/ACC/029	Product and Plant Acceptance
NR/SP/CPR/008	Network Rail Contract Requirements – Safety
NR/L3/INI/CP0044	Work Package Planning Process

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NR/L3/INI/CP0047	Application of the Construction Design and Management Regulations – Accountabilities and Responsibilities within Infrastructure Investments.
NR/SP/OHS/005	High Street Environment and Conditions for work outside Network Rail controlled infrastructure (formerly RT/LS/P/005)
NR/L2/MTC/PL0056	Work and Possessions Planning for the Railway Infrastructure (Meetings Management Pack)
NR/WI/ACC/0001	Safety Verification
NR/WI/ACC/0002	Interoperability
RT/SP/CIV/003	Technical Approval of Design, construction and maintenance of Civil Engineering infrastructure (formerly RT/CE/S/003)
RT/CE/P/02203	Technical Approval in the design of Track infrastructure
NR/PRC/MPI/CP0028	Contract Requirements – Quality
NR/L2/CPR/202	Supplier Licensing
NR/L2/INF/02202	Records Management of Health and Safety Files.

Other Network Rail Documents

Network Rail Safety Management System (SMS)

Guide to Railway Investment Projects (GRIP)

Current Legislation – for guidance purposes only (other legislation may be relevant from time to time).

Health and Safety at Work etc. Act 1974

Management of Health and Safety at Work Regulations 1999

Railways and Other Guided Transport Systems (Safety) Regulations 2006

Workplace Health and Safety Welfare Regulations 1992

Construction (Design and Management) Regulations 2007

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The Railways (interoperability) Regulations 2006

The Railways (Interoperability) Amendment Regulations 2006 (statutory instrument 367)

HSE Publications – for guidance purposes only (other legislation may be relevant from time to time).

HSG 141	Electrical Safety on Construction Sites
HSG 153/1 to 6	Railway Safety Principles and Guidance
HSG 224	Managing Health and Safety in Construction (ACOP and Guidance)
L59	Guide to the Approval of Railway Works, Plant and Equipment

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1 Purpose

- 1.1 Network Rail's arrangements for the safe management and delivery of its infrastructure projects are described in the Network Rail Health and Safety Management System, section 4.2 "Safe Delivery of Core Activities" as applicable.
- 1.2 This Standard sets out requirements for the application of equivalent controls to be established when external bodies (herein referred to as "Third Parties") wish to specify, manage and/or deliver infrastructure projects upon Network Rail's Managed Infrastructure, and where the works is on the Network Rail Managed Infrastructure, a Network Rail licensed Principal Contractor is employed.
- 1.3 Central to these arrangements are the appointment of nominated representatives for both Network Rail and the Third Party, the development of robust Agreements between the parties as to what is to be done, and the role of each party in achieving it.

2 Scope

- 2.1 The scope of Network Rail's responsibilities in this standard is to discharge its duties as Infrastructure Manager in accordance with the Railways and Other Guided Transportation Systems (Safety) Regulations 2006 (ROGS) as defined in its Safety Management System.
- 2.2 This Standard specifies the minimum requirements that apply to all Third Party Works carried out on Network Rail's Managed Infrastructure.

NOTE - Examples of Third Party Works may include:

Small, localised schemes (eg new siding connected to an existing line and where there is a consequential alteration to Network Rail's Managed Infrastructure) funded and undertaken by a train operator;

Medium-sized schemes (eg new station) funded and undertaken by a local Passenger Transport Executive (PTE) or County Council; or private developer where the assets created will be managed and operated by Network Rail under its Health and Safety Management System.

Large, nationally significant schemes (eg main line upgrade) funded and specified by the Department for Transport (Dft), Transport Scotland or the Welsh Assembly under development or framework agreements with those parties, and/or their nominees.

- 2.3 This Standard does not apply to:
 - 2.3.1 Works carried out by or on behalf of Network Rail, which are managed in accordance with Network Rail's Health and Safety Management System and supporting Network Rail standards and procedures.
 - 2.3.2 Works carried out by Train and Freight Operating Companies on franchised or leased stations and depots which, although they may affect the safety of Network Rail Managed Infrastructure or operations, are not designed to improve or alter any Network Rail asset or the operation of any assets within

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the scope of ROGS. Such works will be carried out in line with Station Access Conditions, Station Leases and Depot Leases. They will be supervised by the appropriate personnel in Network Rail who will advise on the appropriate form of asset protection.

2.3.3 “Outside Party” works or shared structures, which are overseen by the appropriate personnel in Network Rail utilising Asset Protection Agreements.

2.3.4 Works carried out in the High Street Environment, as defined in Network Rail standard NR/SP/OHS/005.

NOTE Network Rail will, in dealing with any body seeking to specify or carry out alterations to Network Rail's Managed Infrastructure, reserve the right to determine whether works fall wholly or partly within or outside the scope of this Standard. In making this determination Network Rail shall endeavour to distinguish, where practicable, between:

- a) Elements or phases of a scheme which fall within the scope of this procedure:*
- b) Elements or phases of the same scheme that fall outside the scope of this procedure.*

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3 Responsibilities for Specific Roles within this Standard.

3.1 Sponsor

The person in Network Rail who is the prime point of contact between any party wishing to specify and/or carry out changes to Network Rail Managed Infrastructure, and provides the project remit to the Project Manager. The Sponsor is appointed by the Route Enhancement Manager, Network Development or other function within Network Rail for determining the Agreements with the Third Party, and for providing the Project Remit to the Project Manager.

NOTE: It may be acceptable for the Sponsor and the Project Manager to be the same individual.

The Sponsor is responsible for:

- a) Considering the scope of the proposed project works including any access planning requirements (possessions) that should fall within the project remit, and upon discussion with the Project Manager, Designated Project Engineer and relevant personnel in Engineering, communicate to the Third Party the potential applicability of Network Rail standards to the scope of the Project Works;
- b) Determining in conjunction with the Project Manager and NRAP whether the works will require Safety Verification under ROGS or an authorisation under the Interoperability Regulations or from Train Operating Companies, and make appropriate provisions for such requirements within the agreements with the Third Party;
- c) Notify the Third Party should the Works be considered to fall outside the scope of this Standard;
- d) Notify the Third Party whether or not Network Rail is prepared in principle to permit the proposed changes to be made to the design of its infrastructure and, if so, the steps necessary to maintain compliance with this Standard;
- e) Establish that appropriate Financial and Contractual Authorities are in place prior to entering into contract with the Third Party;
- f) Gain assurance that all contractual remedies and agreements have been drawn up, signed up to and applied - including a provision to comply with this standard, definition of CDM client relationships, and other standards pertinent to the works;
- g) On completion of the contract arrange for the Third Party to be invoiced in a timely manner to recover all Network Rail applicable costs;
- h) Define in a communications plan the arrangements for co-ordination and liaison between Network Rail and the Third Party. Also how ongoing dialogue between Network Rail / Third Party and the customer during the life of the contract. Include in this a provision of interim and close out reports;