

Ref:	NR/L2/OCS/009
Issue:	1
Date:	06 March 2010
Compliance date:	06 March 2010

Level 2

Network Capability Management Procedure

Endorsement and Authorisation

Endorsed by:



David Rayner, Working Group Chair

Authorised by:



Aaron Gallavan, Steering Group Chair

Accepted for issue by:



Mick McManus, National Standards Manager

This document is the property of Network Rail. It shall not be reproduced in whole or part nor disclosed to a third party without the written permission of Network Rail.

© Copyright 2010 Network Rail.

Uncontrolled copy once printed from its electronic source.

Published and Issued by Network Rail, Kings Place, 90 York Way, London. N1 9AG.



Ref:	NR/L2/OCS/009
Issue:	1
Date:	06 March 2010
Compliance date:	06 March 2010

Issue record

Issue	Date	Comments
1	06/03/2010	First Issue

Compliance

This Network Rail standard is mandatory and shall be complied with by Network Rail and its contractors, if applicable, from 06 March 2010.

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

NR/L2/AMG/02250	<i>Asset data management</i>
NR/L2/MTC/02020	<i>Ellipse for Network Rail Work Management</i>
NR/L2/TRK/3201	<i>Management of tight clearances and track position</i>
RT/CE/S/036	<i>Management of gauging and clearances</i>
NR/L3/OCS/043	<i>Network Control instructions: Infrastructure Readiness Statement</i>
NR/L2/OCS/098	<i>Management of Short Term Network Change</i>
NR/L2/SIG/30021	<i>Alterations to Authorised Line Speeds</i>
NR/L2/TRK/2500	<i>Technical Approval in the Design of Track Infrastructure</i>

Disclaimer

In issuing this document for its stated purpose, Network Rail makes no warranties, express or implied, that compliance with all or any documents it issues is sufficient on its own to ensure safe systems of work or operation. Users are reminded of their own duties under health and safety legislation.

Ref:	NR/L2/OCS/009
Issue:	1
Date:	06 March 2010
Compliance date:	06 March 2010

Supply

Copies of documents are available electronically, within Network Rail's organisation. Hard copies of this document may be available to Network Rail colleagues on request to the relevant controlled publication distributor. Other organisations may obtain copies of this document from IHS. Tel: 01344 328039.

Ref:	NR/L2/OCS/009
Issue:	1
Date:	06 March 2010
Compliance date:	06 March 2010

Contents

1 Purpose	5
2 Scope	5
3 Roles and responsibilities	6
4 Definitions	8
5 Management of Network Capability	10
6 General principles for management of Network Capability	13
7 Specific procedures for Track and Route Mileage	21
8 Specific procedures for Line-speed Capability	23
9 Specific procedures for Gauge Capability	24
10 Specific procedures for Route Availability	30
Appendix A	32

Copyright Network Rail
 Provided by IHS under license with Network Rail
 No reproduction or networking permitted without license from IHS

Ref:	NR/L2/OCS/009
Issue:	1
Date:	06 March 2010
Compliance date:	06 March 2010

1 Purpose

This standard sets out requirements for the management of Network Capability, so as to meet the company's regulatory and commercial obligations to its stakeholders. It defines procedures for making changes to the capability of the network and highlights that physical changes to the network shall not be made unless the correct procedure(s), including Network Change, where applicable, have been followed and completed. It also requires that the published capability of the network is amended concurrently with the completion of any physical change.

2 Scope

The standard describes the processes required to maintain, or change, the existing capability of the network, from the inception of a proposal for change through to reflecting the change in the prescribed publication for capability (i.e. the Sectional Appendix). It applies to those fulfilling specific roles in the following processes:

- Specification - in particular the specification of renewals and enhancement works;
- Delivery - in particular, the delivery of renewals, enhancements, maintenance and operations; and
- Assurance - in particular the assurance of the allowed gauge and route availability for specified route sections.

Ref:	NR/L2/OCS/009
Issue:	1
Date:	06 March 2010
Compliance date:	06 March 2010

3 Roles and responsibilities

3.1 RACI chart

This RACI chart uses existing job titles and shall be used in conjunction with the roles and responsibilities/job title table on the following page. The RACI chart indicates the primary points of accountability, responsibility, consultation and information required. In the case of consultation and information this shall be regarded as the minimum requirement.

	Sponsor of Network Change	R/E Scheme Sponsor	Infrastructure Maintenance Delivery Manager	Senior Gauging Engineer	Route Structures Engineer	Operations Capability Manager	Area/Route General Manager	Network Change Coordinator Publications & Document Control Mgr	Senior Route Freight Manager
Identify driver to change in infrastructure	Note 1								
<i>Renewals/enhancements</i>	A [#] R	A [#] R				C	I		I
<i>Maintenance</i>		A R				C	I		I
<i>Incident</i>		A R				C	I		I
<i>Survey analysis</i>				A R*	A R*	C	I		I
<i>Error in SA</i>						R	A	I	
Assess impact on capability	A R		C	C	C	C	C	C	C
Informal consultation	A R					C	C	C	I
Manage Network Change process	A					I	C	R	I
Delivery of change to network (i.e. physical change to network)	A R					C	I		I
Change asset data	A		C	C	C		I		
Change published capability	A		I	C	C	C	I	R	I

Note 1: The role of Sponsor of Network Change is assumed according to the driver of the change to infrastructure and may be undertaken by any of the roles in the shaded area. **Only one role can be accountable.**

A[#] R: Where a renewal is delivered by the Maintenance function the role of sponsor will default to the IMDM unless a specific sponsor is appointed

A R*: Dependant on specific capability being impacted (i.e. gauge or RA)

Definitions

A Accountable: Carries accountability for seeing task is carried out

R Responsible: Carries responsibility for carrying out or managing the task
(nb: responsibility can be delegated, accountability cannot)

C Consulted: Consulted and provides input

I Informed: Informed, no formal need for input

Ref:	NR/L2/OCS/009
Issue:	1
Date:	06 March 2010
Compliance date:	06 March 2010

Alignment of roles and responsibilities and job titles

The body of the standard has been written from the perspective of roles and responsibilities rather than job titles and functions. In order to orientate the reader the table below aligns the roles responsibilities to job titles within the Network Rail Organisation. In case of reorganisation only this table and the RACI chart will require updating to modify the standard.

Role/responsibility	Job title in organisation
Senior person responsible for operation of the infrastructure over a route section	Area/Route General Manager
Senior persons responsible for delivery of maintenance of the infrastructure over a route section	Infrastructure Maintenance Delivery Manager
Person responsible for managing the Network Change process	Network Change Co-ordinator
Person responsible for monitoring any discrepancy to the published capability	Operations Capability Manager
Person responsible for publication and document control	Publications and Document Control Manager (O&CS)
Senior Person in the Route	Route Director
Senior qualified person responsible for the assurance of gauge	Senior Gauging Engineer
Senior person responsible for the assurance of structures' capability	Senior Structures Assessment Engineer
Person responsible for the interface between train (freight/passenger) operators and the Route	Senior Route Freight Manager / Customer Relationship Executive
Person Responsible for Civil Engineering within the Route	Route Structures Engineer
Person(s) responsible for accepting vehicles	Vehicle Change Acceptance Specialist

Ref:	NR/L2/OCS/009
Issue:	1
Date:	06 March 2010
Compliance date:	06 March 2010

4 Definitions

Network Code the industry document entitled “Network Code”

Network Change means, in relation to an Access Beneficiary:

- (a) any change in or to any part of the Network (including its layout, configuration or condition) which is likely materially to affect the operation of:
 - (i) the Network; or
 - (ii) trains operated by, or anticipated as being operated in accordance with the terms of any access option, by or on behalf of that Access Beneficiary on the Network; or
- (b) any change to the operation of the Network (being a change which does not fall within paragraph (a) above) which:
 - (i) is likely materially to affect the operation of trains operated by, or anticipated as being operated in accordance with the terms of any access option, by or on behalf of that Access Beneficiary on the Network; and
 - (ii) has lasted or is likely to last for more than six months, including
 - (x) a temporary speed restriction;
 - (y) a material change to the location of any of the specified points referred to in Condition B1.1 (a); or
 - (z) a change to the method of delivery of any operational documentation (other than Railway Group Standards) owned or used by an Access Party; or
- (c) any material variation to an established Network Change, other than an authorised variation,

but does not include a closure (as defined in the Railways Act 2005) or a change made under the Systems Code;

“established Network Change” means a change falling within the definition of “Network Change” and which:

- (a) in the case of a Network Change proposed by Network Rail, Network Rail is entitled to carry out having complied with the procedural and other requirements of Part G of the Network Code; and
- (b) in the case of a Network Change proposed by an Access Beneficiary, Network Rail is required by Part G of the Network Code to carry out,

and “establish” and “establishment” of a Network Change shall be construed accordingly;

Stakeholders A generic term to describe those parties with who relationships shall be managed, or who need to be consulted as part of the Network Change

Ref:	NR/L2/OCS/009
Issue:	1
Date:	06 March 2010
Compliance date:	06 March 2010

consultation process. This includes all the parties who need to be given notice of Network Rail's Network Change proposal; these parties are listed in Condition G1.1(a) of the Network Code.

Access Beneficiary	In respect of an Access Agreement, the Train Operator or Access Option Holder who is party to that Access Agreement
Access Dispute Resolution Committee	The committee established in accordance with the "Access Dispute Resolution Rules" to resolve disputes between Access Parties.
Effective date (of incident)	The date at which Network Rail became aware of the incident
Project Manager	Person responsible for delivery of scheme or project
Sponsor	Person who is responsible for supporting a piece of work and for owning any change to capability
Sponsor of Network Change	Person in a scheme or project who is accountable for the establishment of Network Change associated with that project or scheme. Usually the Scheme Sponsor, but may be the Project Manager.
Written confirmation of Network Change	This is the notice of establishment of Network Change provided by person responsible for managing the Network Change process.

.....

Ref:	NR/L2/OCS/009
Issue:	1
Date:	06 March 2010
Compliance date:	06 March 2010

5 Management of Network Capability

5.1 Introduction

5.1.1 Network Rail's obligations

Network Rail is obliged by its operating licence to operate, maintain, renew and enhance the network in order to meet the reasonable requirements of its customers. This includes the management of the capability of the network to enable train operators to plan and operate their businesses with certainty. It also includes obligations to provide accurate information about the capability of the network.

5.1.2 Definition of Network Capability

Network Capability is defined by five parameters described as under:

- **Track and route mileage.** This parameter defines the extent of the network available for normal operation of trains. At an aggregate level, route mileage is the number of miles covered by every route on the network. Track mileage is the number of miles covered by each track on a route. (For example, on a route with double tracks 1 route mile will equate to 2 track miles; on a route with quadruple track 1 route mile will equate to 4 track miles).
- **Electrified track mileage.** This parameter defines the extent of the network available for normal operation of trains that is electrified and is also differentiated by the type of electrification (i.e. overhead or third rail and the voltage) on any given route.
- **Line-speed.** This parameter defines the maximum permissible line-speed on a route or section of route.
- **Gauge capability.** This parameter defines the maximum permissible loading gauge that governs the height and width of vehicles and their loads that can be operated in relation to structures on a route.
- **Route Availability (RA).** This parameter defines the maximum vehicle weight based on the vehicle's axle loads and axle spacings that can be operated in relation to the underline structures on a route.

Ref:	NR/L2/OCS/009
Issue:	1
Date:	06 March 2010
Compliance date:	06 March 2010

5.1.3 The detailed configuration of the Network

The information published in the Sectional Appendix for the categories detailed above, and the information contained within the Table A diagrams of the Sectional Appendix, are defined as the detailed configuration of the network. The ownership of this detailed data sits within the Route and the Senior Person in the Route is accountable for ensuring that the detailed configuration, as published, is up to date. Routes shall put in place processes to verify the published detailed configuration.

5.1.4 Publication and confirmation of Network Capability

The current capability of the network in relation to the five parameters defining Network Capability is published in the Sectional Appendices. The Sectional Appendix is the point of reference as to Network Rail's commitment to its stakeholders with regard to the capability of the network, and shall be consulted by any persons affected by this procedure. This is the base datum against which any changes to network capability shall be made.

Note. Network Rail was required by the Office of Rail Regulation to provide a 'baseline' statement of the capability of the network at the start of the current control period (1 April 2009). ORR will monitor against this baseline position to confirm that any subsequent changes have been made in accordance with the principles set out in this Network Capability Management Procedure.

5.1.5 Changes to Network Capability

Planned changes to the infrastructure of a route that affects any one or more of the parameters of capability shall be the subject of a Network Change (as defined) prior to such change being made, and shall thereafter result in a change to the published capability in the appropriate Sectional Appendix. Any such planned changes shall be notified to the person responsible for monitoring any discrepancy to the published capability at the earliest opportunity.

Ref:	NR/L2/OCS/009
Issue:	1
Date:	06 March 2010
Compliance date:	06 March 2010

5.2 Management of Network Capability

5.2.1 General principles and generic procedure

General principles and a generic procedure for managing Network Capability are contained in section 6.

5.2.2 Specific procedures for each parameter of Network Capability

Each parameter of Network Capability might require specific procedures to be followed. These procedures are contained in Sections 7 to 10 of this procedure. Where necessary, these procedures may amend the application of the general procedures in Section 6. The specific procedures have the same mandatory status as the generic procedures they amend.

5.3 Identification of discrepancies in the Sectional Appendix

5.3.1 As outlined in 5.1.4 the Sectional Appendix is the de-facto baseline of network capability. Any discrepancy identified in the Sectional Appendix shall be rectified through the Network Change process described in section 6.

5.3.2 In the case of a discrepancy being identified it shall be raised through the senior person responsible for operation of the infrastructure over a route section, who will liaise with the person responsible for monitoring any discrepancy to the published capability as to the actions required.

5.3.3 The person responsible for monitoring any discrepancy to the published capability will manage the discrepancy to its resolution, and will assume the role of Sponsor of Network Change, as described in 6.4, if required.

Note. As the Sectional Appendix is used both operationally and contractually it is important that the appropriate procedures are followed in amending any error.