

WITHDRAWAL - Standards Briefing Note

Ref: NR/L3/INI/CP0059		Issue: 2
Title: Management of HSEA Audit Activity within Infrastructure Investment		
Publication Date: 05/09/2009		Withdrawal Date: 02/06/2012
Standard Owner: Head of Programme System Engineering		
Non-Compliance rep (NRNC): Head of Programme Controls and Project Management Systems		
Further information contact: Darren Rushton		Tel: 07920 856588
Purpose: This standard describes how Infrastructure Investment supports the Network Rail Assurance Framework (NR/SP/ASR/036) through a regime which assesses the level of compliance to business management documentation, relevant legislation and industry standards.		Scope: The standard is applicable to the following types of assurance activity undertaken by both the Central Assurance Team and Programmes/Projects: <ul style="list-style-type: none"> • Audits (both 1st and 2nd party); • Self-Assurance; • Monitoring activities. The activity <u>covers</u> the following disciplines: <ul style="list-style-type: none"> • Contracts and procurement; • Programme Controls; • Engineering; • Project Development/Delivery; • Human Resources; • HSEA
What's New/ What's Changed and Why: To support Infrastructure Projects in becoming more flexible and responsive to the client and to the wider market, improvements have been made to the NCAP Auditing and Self Assurance processes and a series of process maps have been developed to reflect this approach. These process maps are Infrastructure Projects specific and outline how compliance with the Network Rail standard NR/SP/ASR/036 "Network Rail Assurance Framework" (Standard Owner: Head of Corporate Assurance and Accident Investigation) is achieved. They will be placed on the Connect (Head of Quality Assurance) intranet page by 13 th April 2012. The existing standard is affected in 3 ways as follows: <u>Delivery of the National Core Audit Programme:</u> The Director of Safety and Sustainable Development requires functional audit activity (previously known as the National Core Audit Programme (NCAP)) to be undertaken within the Investment Projects and Asset Management organisation - the delivery of such audits is currently led and managed by Investment Projects, Central Assurance Team. As part of the reorganisation into a new commercially focussed and customer orientated projects delivery business (Infrastructure Projects), which begins operations on 16 th April 2012, the Central Assurance Team will be devolved into a regional template. This restructuring will impact on the team's ability to support Asset Management going forward from April 2012 i.e. Asset Management will now manage the delivery of its own functional audit programme. The main impact of this change is on the Central Assurance Audit Team itself (i.e. how they plan, carry out and report on the audits), and will only have minimal impact on the Regions and their HSEA teams. <u>Central Licensing Team Activities:</u> The existing standard describes how the Principal Contractor and Plant Operating Licensing Team prioritise, plan and conduct their own audits. As part of the reorganisation, the Licensing team become part of the Finance and Commercial Function. The team have developed their own process maps which reflect their current activities; these documents will be made available via the Connect (Finance and Commercial) intranet page by 13 th April 2012. <u>Self-Assurance</u> The existing standard describes how the Central Assurance Audit Team delivers the Self-Assurance exercise on behalf of Infrastructure Projects. The annual Self-Assurance return will become the responsibility to the Director of Safety and Sustainable Development. A process map has been developed to reflect this activity. This map and the supporting data for the self-assurance return will be made available via the Connect (Head of HSEA) intranet page by 13 th April 2012, eventually being transferring to the page owned by Director of Safety and Sustainable Development.		

Affected documents:

Reference

Impact

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Briefing requirements: Where Technical briefing (T) is required, the specific Post title is indicated. These posts have specific responsibilities within this standard and receive briefing as part of the Implementation Programme. For Awareness briefing (A) the Post title is not mandatory.

Please see <http://ccms2.hiav.networkrail.co.uk/webtop/drl/objectId/09013b5b804504da> for guidance.

Briefing (A-Awareness/ T-Technical)	Post	Team	Function
T	Infrastructure Projects Director of Safety and Sustainable Development	Health, Safety and Sustainable Development	Infrastructure Projects
T	Heads of Safety and Sustainable Development	Programmes / Regions	Infrastructure Projects
T	Head of Quality Assurance	Programme & Technical Services	Infrastructure Projects
A	Head of Supplier Engagement	Finance and Commercial	Infrastructure Projects
A	Lead Operations Auditor	Operations and Customer Services	Network Operations
A	Maintenance Audit Manager	Infrastructure Maintenance	Network Operations
A	Training Systems Assurance Specialist	Professional Development and Training.	Human Resources
A	Head of Programme Management	Programme Controls	Infrastructure Projects
A	Heads of Health & Safety for SP&C, B&C and Track Assets	Asset Management Delivery	Asset Management
A	Head of Corporate Assurance & Accident Investigation	Safety and Sustainable Development Directorate	Network Rail (corporate)
A	Asset Management Delivery Executive	Asset Management Delivery	Asset Management
A	Head of Systems Engineering	Programme & Technical Services	Infrastructure Projects

*NOTE: Contractors are responsible for arranging and undertaking their own Technical and Awareness Briefings in accordance with their own processes and procedure