

WEATHER ARRANGEMENTS

1 SCOPE

This procedure applies to all Network Rail Managed Stations.

2 PURPOSE

To provide guidance to Station Managers in understanding the arrangements that will apply in the event of extreme weather conditions affecting the ability to operate a station safely.

To mandate how Managed Stations will control risks arising from adverse and extreme weather, including the use of weather forecast information, to give adequate time for preparation for such events, and to produce a plan which will detail the measures to reduce the risks imported through adverse weather.

3 REFERENCE DOCUMENTATION

- [NR/L2/OCS/021](#) – Weather – Managing the Operational Risks.

4 RESPONSIBILITIES

4.1 The Station Managers must make sure that:

- if a nominated deputy is to take the responsibilities of this procedure they are to be notified in writing;
- plans are produced and briefed to the station team, considering the actions required for adverse weather, access and egress issues, contractor work affected by weather, the desired response from the stations cleaning contractor and any other operational activity that may be affected by adverse weather;
- station teams are aware of adverse weather conditions to enable them to implement the agreed contingency plans;
- weather forecasts are received by email or fax each day and the appropriate action is taken;
- Route Control are contacted if the station requires an up to date weather forecast for their area to proactively plan for an event or situation that requires 'real-time' information.

5 PROCEDURE

5.1 High Wind Forecasts

Care must be taken in areas of the station where the structural integrity of the asset may be compromised by high winds. Advice on these specific areas may be sought from the **Territory Building Surveyor**.

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The measures may include the need to close certain parts of the station platforms / concourse or to suspend all high level activities. The relevant Route Control must be advised when any of the control measures are implemented. High wind forecasts are advised through the normal weather forecasting arrangements. This advice is given when wind speeds are forecast in excess of predetermined values (mean and gust).

The definition of "High Winds" is when a forecast predicts wind speeds gusting in excess of 70mph (60 knots), or mean speeds in excess of 39mph (30 knots). For more information on weather classifications see **Form FS-41A**.

5.2 Rain and Flooding

Contingency plans must be developed to identify areas susceptible to flooding including control measures that prevent or reduce the risk. There must also be a policy on how best to remove flood water in the most expedient manner therefore reducing the risk of slips and falls if the surface is wet. A co-ordinated response may be required with the cleaning contractors and our industry partners.

5.3 Ice and Snow

Contingency plans must be developed to identify areas susceptible to snow or ice, including control measures to be implemented to reduce slip hazards. The contingency plan may also include action to be taken when snow is present on station roofs and there is a risk that the glazing may collapse.

Care must be taken to make sure that any de-icing material used does not have a damaging effect on the station / platform structure, the rail head conditions or the individual(s) using the de-icing material. PPE must be worn to complete this activity if has been assessed and is required.

5.4 Heat

Adequate provision must be made to make sure that there are no adverse effects on the station structure from excessive heat. Contingency plans must include measures for staff to prevent fatigue.

A survey must be conducted to identify any areas likely to be affected from overheating; this must include equipment / plant rooms. Where possible, arrangements must be made to reduce the ambient temperature to avoid subsequent equipment failures and spurious alarm activations.

Portable air conditioning units must also be provided if the temperatures are likely to be excessive and remain so for a lengthy period.

5.5 Action Planning – Weather Conditions / Accidents

When this procedure (or aspects of it) is implemented (due to weather conditions or any accidents that occur) the details must be recorded locally with the lessons learnt included. This can then be used for future plans for similar weather conditions. Analysis of weather related accidents and when this procedure may have been enacted, along with any weather related action plans are to be held for reference purposes.