



Certificate of Temporary Non-compliance with a Railway Group Standard

(in accordance with part 6 of the Railway Group Standards Code)

1. Type of deviation

Temporary non-compliance

Deviation Number: **13/062/TNC**

2. Details of applicant:

, Thameslink Programme, Network Rail (HQ), C/O
Floor 3, Desk 054, Elder Gate, Milton Keynes, MK9 1EN

, The Quadrant: MK, Furzton,

3. Your reference number:

Tracker No. 13286

4. Status of applicant:

Infrastructure Manager, RSSB Member

5. Title of certificate:

Extension to current TNC Tracker 10328, RSSB Ref: 12/060/TNC.

6a. Details of Railway Group Standard (RGS):

RGS Number:	Issue No:	Issue Date:	Title:
GE/RT8000/HB9	Two	March 2012	IWA or COSS setting up safe systems of work within possessions

6b. RGS clause(s):

3.1 and 3.8

6c. RGS clause requirements:

“3.1 Agreeing the site of work with the ES

Before starting work or allowing work to start, in a work site, you must agree with the ES:

- the limits of your site of work
- the nature of the work
- the safe system of work you will use.

You must receive a work-site briefing from the ES and then sign the Engineering Supervisor’s Certificate (RT3199).”

“3.8 When protection from the ES is no longer needed

When you, and your group if you have one, are no longer on or near the line, or you are sure the work may safely continue without the protection provided by the ES, you must tell the ES and sign the engineering supervisor’s certificate.”

7. Scope of deviation:

The trial will take place on lines affected by the GSSR project area:

- Barrhead to Eglinton Street.
- East Kilbride to Busby Junction.
- Muirhouse Central Junction to Muirhouse North Junction (Cathcart Circle).
- Neilston to Cathcart West Junction.
- Netwon, Hamilton to Cartcart West junction.

8. Impacts of complying with the current RGS requirement:

The GSSR project geography covers some large areas where compliance with the current rules may cause significant delays in starting work (up to 30 minutes) due to travel times from the ES location to worksites. This also causes workload pressures to the ES and COSSs when briefing the worksite and site details to IWA/COSSs and COSS groups. Similar lost working time is experience for travelling back to sign out with the ES.

On the GSSR project, the main time lost is generally due to travel time caused by long distances COSSs who have to travel to their groups. However, this loss of time is often experienced in other areas (such as inner cities, i.e. London) due to traffic congestion. The standard GSSR night possession times are proposed to be 00.30 hours to 05.30 hours, with a potential for 30 minutes each way travelling time between ES and site of work = 1 hour lost time or + up to 20% lost working time per possession.

The GSSR project, during its planning and development stage, identified the potential to improve Engineering Supervisor (ES) and Controller of Site Safety (COSS) safety briefings and significantly reduce lost working time as a result of Individual Working Alone (IWA)/COSS being required to sign in/out personally with the ES and then travelling to/from their work groups/site of work.

Following consultation with other projects and maintenance functions within Network Rail, it was identified that the same or similar issues identified by GSSR were being experience by other functions and that the GSSR proposal would bring similar additional safety and cost benefits if adopted nationally across the industry.

Network Rail subsequently identified the need to review the process for signing IWAs and COSSs in and out of worksites.

This temporary non-compliance is granted to allow the GSSR project to use this process, specifically for delivery of the GSSR project, and additionally to use the GSSR project as a trial of the modified process with a view to a National Rules change being adopted in the event the trial proving successful.

9. Proposed alternative actions:

The attached presentation describes the rationale behind the use for the GSSR project and the proposed trial for a potential national rules change:

- Proposal is to change the Handbook 9 and 12 instructions, where each COSS/IWA must personally sign in and out with the ES after the worksite has been set up and before it is given up.
Note: These arrangements are only permitted where they have previously been planned and the ES, IWA or COSS are aware of what is to happen.
- This is achieved by having a face to face briefing between ES and COSS/IWA no more than two hours prior to the worksite being granted and the IWA/COSS signing the ES RT3199 form.
- COSS would then make their way to the appropriate access point brief work group and await permission from the ES to start work.
- When worksite established, the ES and COSS/IWA would then verbally agree permission to start work by means of an Authority Number.
Note: ES may give IWA/COSS authority number by telephone or face to face.
- On completion of the works, the ES and COSS/IWA would verbally agree sign out from the worksite by means of repeating back the Authority number.
Note: IWA/COSS may give ES authority number by telephone or face to face.
- Authority number would be generated by the first digit Prefix identifying the worksite, e.g. A, B, C, or 1, 2, 3, etc., followed by a 5 digit random number from a number sheet provided in ES pack.
- IWA/COSS can, if required, still be briefed and sign in/out of worksite face to face as normal after worksite set up.
Note: An authority number will still be issued and apply at all times.

The proposal is to change clauses 3.1 and 3.8 in Handbook 9 (GE/RT8000/HB9) instructions, where each COSS/IWA must personally sign in and out with the ES after the worksite has been set up and before it is given up. The change would allow a method to be adopted where by the IWA/COSS receives a personal briefing by the ES not more than two hours before the worksite is set up, and the ES may then authorise the IWA/COSS to start work by telephone upon issue of an authority number by the ES. The IWA/COSS may also be allowed to sign out from the work site by telephone.

10. Impacts of the alternative actions:

The safety risk impact of the proposed change is regarded as low.

Face to face briefing are maintained between IWA/COSS, less pressured briefing time will be available between ES and IWA/COSS and COSS and work group, which should encourage improved briefings and reduce risk of errors. The use of authority number process will enhance clear understanding of when the authority to start and finish work has taken place.

Signing in and out of worksite can still take place after worksite has been granted and before it has been given up, in the same way as now, but with the additional protection of authority numbers being used at all times.

The modified process will be controlled as it will only be used when agreed during the possession planning.

To allow signing into and briefing of COSS/IWA by ES prior to setting up worksite and signing out of worksite by phone will achieve:

- Improved quality of briefing.
- More time for questions to be asked and answered, plans to be checked understood and confirmed.
- Improved quality of site briefing.
- Reduced peak workload pressure on ES.
- Reduced risk of error by ES during peak workload.

Risk will be controlled as detailed in risk assessment and trial supervision (trial success criteria monitoring).

11. What other options have been considered?

N/A

12. Consultation with affected parties

NR maintenance function, NDS and affected GSSR project contractors have been consulted and are supportive of the strategy.

13. Additional actions/observations:

Upon receipt, the applicant is required to identify affected, interfacing parties and copy this certificate, together with supporting information, to those parties.

This temporary non-compliance follows certificate 12/060/TNC (Tracker 10328), which expires on 21/05/2013.

Attachments (submitted with 12/060/TNC):

- Network Rail GSSR Programme Risk Assessment workshop dated 05/04/2012 Ref. GSSR/TNC/RB/001 Issue 01
- Presentation: Glasgow South Suburban Renewals (GSSR) TNC Application Workshop on 22/03/2012
- Presentation: Glasgow South Suburban Renewals (GSSR) Worksite Communications TNC Application
- Example of Engineering Supervisor's Certificate.

14. Method of elimination:

The purpose of the temporary non-compliance is to allow the GSSR project to fulfil its roll to meet the commissioning dates utilising flexible, safe, efficient and good practice, in addition to providing a base for trials to support a submission for national rules change.

15. Start and end date:

From 21/05/2013 to 31/12/2013

16. Signature of applicant:

, Head of Operations Principles and
Standards

Date of application:

15/04/2013

17. Lead Standards Committee details:

Name of Committee:

Traffic Operation and Management

Date of meeting

21/05/2013

Minute reference:

13/TOM/05/100

Authorised by:

Signed by Steve Roberts on 11/06/2013

Date of Authorisation:

11/06/2013

Steve Roberts
Head of Delivery, Traffic Operation and Management