



NETWORK RAIL

**ENGINEERING ACCESS
STATEMENT**

Sunday 10th December 2011 to
Saturday 8th December 2012

ISSUE RECORD

Issue	Date	Comments
Draft V0	17/09/2010	Informal Draft
Version 1	22/10/2010	Draft Rules
Version 2	04/02/2011	Final Rules
Version 2.1	08/07/2011	Final Rules
Version 2.2	21/10/2011	Final Rules

Issued by:

Network Rail
Ops Planning & Performance
Publications Team
4th Floor MK Central Offices
500 Station House, Elder Gate
Milon Keynes
BUCKINGHAMSHIRE
MK9 1BB

Tel: 085 65681 (internal)
01908 723681 (external)

Email: Victoria.Fox@networkrail.co.uk

CONTENTS

		Page No.
Section 1	Introduction	4
Section 2	Glossary	19
Section 3	Guidelines for Granting Possessions	22
Section 4	Standard Possession Opportunities	25
Section 5	Midweek Possession Strategy	28
Section 7	Register of Possessions	29
Section 4	Standard Possession Opportunities contains guidance on possession times that are available.	
Section 5	Contains the midweek possession strategy, a description of the opportunities available for possessions for the purpose of regular maintenance of the network.	
Section 7	Identifiable major possessions which cannot be contained within the standard possessions opportunities are shown in the register. Consequently such possessions are not reflected in the permanent timetable and are disruptive possessions.	

SECTION 1

INTRODUCTION

1.0 Introduction

The contents of Engineering Access Statement are determined by Network Rail through informal consultation with Train Operators and National Delivery Service (NDS) Planners in Network Rail, with the aim of achieving the optimal balance between access to the network for train operations and access for maintenance, renewal and enhancement work. This is followed by formal consultation with Train Operators in accordance with Access Condition D2, leading to the issue by Network Rail of the Final Engineering Access Statement. Train Operators have a right of appeal against the contents of the Final Engineering Access Statement under Access Condition D2.2.8.

Train Operators' Access Proposals for train paths must be compliant with Engineering Access Statement.

The planning process for the Permanent Timetable is governed by the Network Code 1995, Part D (last amended 1st October 2010). In the event of a conflict, the Network Code takes precedence over Track Access Agreements with individual Train Operators and Engineering Access Statement/Timetable Planning Rules.

The following are the dates for publication of the Engineering Access Statement for the 2012 timetable year

Engineering Access Statement 2012	Issue Date	TOC/FOC Response Date	Remarks
Version 1 Draft Rules	22/10/2010	26/11/2010	
Version 2 Final/Decision Rules	04/02/2011		Referral to dispute panel should be against this document within 15 working days of receipt

It is planned that there will be only a single iteration of the 2012 Engineering Access Statement due to there being no formal Subsidiary TT change in May 2012 due to the Olympics.

Network Rail will publish two planned updates of the 2012 Engineering Access Statement to capture any changes that are agreed beyond V2 Engineering Access Statement during the timetable development periods. The planned publications for the updates are:

- Friday 8th July 2011
- and then with V1 of the 2013 Engineering Access Statement (October 2012 time)

1.1 Applications for Possessions

1.1.1 Applications for possessions should be made at all times in accordance with Network Rail's possession planning process (NR/L3/NDS/PL02 Providing Access & Resources for Work Deliverers). For particular details of the mechanism for applying for possessions, work delivers should contact their relevant NDS Area Delivery Planning Team or the Ops Planning Engineering Access Planning team.

1.1.2 Sequence of activities:

- Continuous Planning
- TT-90 to TT-61 Construct Annual Access Plan
- TT-61 to TT-23 Negotiate and publish Engineering Access Statement
- T-44 to T-26 Build the Period Possession Plan
- T-26 to T-12 Amend the Weekly Timetable
- T-12 to T-4 Finalise the Weekly Delivery Plans
- T-4 to T-0 Make network available for STP services

TT-90 to TT-61 Construct Annual Access Plan

TT-80, NDS National Plan Integration team shall gather as much detail as possible about the access and resource demands of major works within Infrastructure Investment and cyclical work volumes within Asset Management and Infrastructure Maintenance.

The plan at this stage should include:

- Confirmation of funding
- Specification of inspection and delivery frequencies
- Specification of renewal and enhancement programs
- Cyclic maintenance frequencies
- Description of work, ELR, mileage and line of work
- Area and lines required BLOCKED

NDS planners in conjunction with the Engineering Access Planning team, sets out Network Rails strategy and starts negotiating the proposed plan with principal stakeholders throughout the rail industry. The information gathered as this stage of the planning process will be used to create the access plan incorporated within the draft version of the Engineering Access Statement.

1.1 Applications for Possessions (Contd.)

Consultation with the customer during this time is lead by NDS planners and looks like:

- At TT75, a national meeting, reviewing plans for mainline intercity passenger routes and key freight flows. This is followed by presentation on key topics and local operator meetings on an ad hoc basis.
- Keep speaking as the plan develops, make better use of phone.
- Train planning representatives are to be included in the national meetings

1.1.3 TT-61 to TT-23 Negotiate and Publish Engineering Access Statement

Between TT-61 to TT-23 the Engineering Access Planning Team leads the negotiation of the disruptive engineering access plan working in close collaboration with colleagues in NDS.

- Between TT59 and TT46 the Engineering Access Planning Team formally consults the plan with customers/stakeholders
- The 'decision' (final) version of the Engineering Access Statement document is published at TT44. This is the formal decision of the changes that Network Rail has agreed to include based upon the responses received from train and freight operators.

Although the timescales for this stage appear to overlap with next stage this is not the case. TT-23 refers to the production of the Engineering Access Statement for the second half of the year.

1.1.4 TT-44 to T-26 Build Period Possession Plan

Detailed possession and resource plans continue to be developed by area planning colleagues in NDS. All requirements for additional, amended or cancelled disruptive engineering access and non disruptive engineering access need to be compiled into the Draft Period Possession Plan (DPPP).

At T-36 the NDS area planners hold a period planning meeting. This review of the work is undertaken between T-36 to T-40 and occurs every four weeks, the plan is then confirm by work delivery colleagues. Following the area T-36 DDPMP Meeting attendees update traffic remarks in PPS and NROL as necessary.

At T-30 the Engineering Access Planning Team (EAPT) prepare the Train Operator Draft Period Possessions Plan (DPPP), check availability of diversionary routes and confirm operators are required to Access Proposal amended train schedules in connection with the structure of amended train plan comments for the disruptive possessions that are included in the DPPP. The Draft Period Possessions Plan is prepared from PPS prior to T-28.

T-28 Train Operator DPPP Meeting: At this meeting, chaired by the Engineering Access Planning Team, the Draft Period Possessions Plan is reviewed with the train and freight operators, with particular attention being applied to changes from Engineering Access Statement and to items disputed at that time. The agreed access arrangements from this meeting become the Confirmed Period Possessions Plan.

After the T-28 Train Operator DPPP Meeting, the Engineering Access Planning Team consolidates all the agreed changes in PPS and then issues the Confirmed Period Possessions Plan (CPPP) at T-26.

1.1.4 T-26 to T-12 Amended Weekly Timetable

Train planners in the TPC retime services in response to the agreed disruptive engineering access confirmed in the CPPP. During this period NDS planners will accept additional worksite requests that create new Engineering Access Statement section 4 possessions on the condition that they are not formally agreed until available network capacity is confirmed at T-12 post development of the amended timetable plan. Available network capacity is identified to NDS planners in the form of 'access easements spreadsheet' compile and disrupted by the Engineering Access Planning Team.

Train operators' T-18 Access Proposals that conflict with the possessions in the CPPP, must firstly be rejected by the Production Timetable Planning teams. If necessary, Production Timetable Planning teams via the Engineering Access Planning team will make a request to NDS colleagues for support for the published possessions to be amended.

Production Timetable planners will advise the Engineering Access Planning team of the occasions it has been necessary to infringe upon an unpublished (in CPPP) section 4 Engineering Access Statement standard possession opportunity during validation of operators' T-18 amended timetable Access Proposals.

The Engineering Access Planning team will capture in the access easement spreadsheet the agreed section 4 Engineering Access Statement standard possession opportunity easements from:

- a) Engineering Access Statement consultation
- b) Period Plan Engineering Haulage Meeting
- c) DPPP
- d) Production Timetable Planning teams, T-18 to T-12 timetable validation work

At T-12 the Engineering Access Planning team will advise NDS planners of the required easements to unpublished (in CPPP) section 4 standard Engineering Access Statement possession opportunities via the access easement spreadsheet.

1.1.5 Finalise Weekly Delivery Plans T-12 and T-4

NDS planners finalise the possession plan. Possessions will be confirmed in the remaining network capacity. Work continues to be built into existing possessions and worksites and well as new possessions.

Further amended timetable work must be compliant with the existing easements agreed on the T-12 access easement spreadsheet.

1.1.6 Make network available for STP services T-4 and T-0

This phase is where the remaining network capacity is handed back to Train Operators, any additional possession post publication of the draft WON to be progressed via the late notice disruptive possession process.

Any section 4 standard Engineering Access Statement possession opportunities not included in the draft WON can be assumed as not required by work delivers. The unpublished section 4 standard Engineering Access Statement possession opportunities not included in the publication of the Draft WON **return** to being available timetable white space which freight and passenger operators are welcome to Access Proposal into.

Making changes to access plans after publication of the WON at T-10d increases the safety risks associated with the plan. Only those items of works with a significantly positive business case shall be included during this phase and only after all safety risks have been mitigated.

1.1.7 Continuous planning

Supporting the period and weekly planning meeting chaired by NDS Area Delivery Planning teams continue positive dialogue at any stage in the planning process to raise and resolve issues is encouraged between NDS Area Delivery Planning teams, O&CS and all work delivers.

NDS planners shall provide a response to issues and questions within a maximum of two weeks of receipt. Network Rail behaviours shall be employed by all involved to deliver the optimum plan for Network Rail and its customers.

1.1.8 For the purpose of this document a possession is defined as any restriction of the network for Train Operators. This includes:-

- Rule Book T3 and pre-plan disruptive T2 possessions
- Traction current isolations
- Signalling disconnections
- Temporary speed restrictions
- Operational telecommunications disconnections

Applications for any of the above should be made in accordance with the laid down timescales.

1.1 Applications for Possessions (Contd.)

- 1.1.9 All possessions contained within Engineering Access Statement are exclusive of junctions or stations unless otherwise stated.
- 1.1.10 Wherever possible possessions should be contained within the standard possession opportunities shown in Section 4.
- 1.1.11 Any possession that requires an alteration to a train schedule will be treated as disruptive. However, some possessions may appear initially to be non-disruptive, but will, nonetheless be treated as disruptive. For example:
- the closure of some platform lines at a major station when the totality of the train service cannot be accommodated in the remaining available platforms;
 - weeknight single line working where, due to the number of trains planned over the single line, the original train schedules may require further alteration.
- 1.1.12 Where a requester is in any doubt as to whether a possession is disruptive or non-disruptive it should be assumed that it is disruptive. Guidance should be obtained from the Engineering Access Planning Team.
- 1.1.13 Applications for disruptive possessions should be made as soon as requirements are known and should reach the Engineering Access Planning Team via the NDS Area Delivery Planning team **no later than 37 weeks** prior to the start of the relevant 4-weekly period. Details of infrastructure train requirements (including on track machines) must be provided with the possession application.
- 1.1.14 Applications for Non-Disruptive Possessions should be made as soon as requirements are known. These applications are made to the NDS Area Delivery Planning teams, and guidance will only be sought from the Engineering Access Planning Team if there is doubt about the disruptive effects of the possession application.
- 1.1.15 Where a TSR is required in conjunction with engineering work, full details of the TSR must be provided in PPS with the possession applications to which it applies.
- 1.1.16 If advice is required concerning any of the contents of this document, contact should be made with the Engineering Access Planning Team.

1.2 Specific Planning Arrangements

1.2.1 Autumn Treatment Trains, De-Icing, Structure Gauging Trains

Ultrasonic Test Trains:

- All possession must be given up for the passage of Autumn Treatment Trains and De-Icing services.
- Engineering Access Statement section 4 standard possession opportunity possessions must be given up for the passage of Ultrasonic Test Trains and Structure Gauging Trains as determined by Network Rail as stated in Section 4 of this document.
- Engineering Access Statement Section 5 and 7 possessions to take into account all Ultrasonic, Structure Gauging and Weather Treatment Trains that are planned in the WTT but all STP services to be timed around such possessions unless agreed otherwise.
- Production timetable planning Network Trains Teams and Area Timing Teams must receive confirmation from the Area Delivery Planning Team and/or Engineering Access Planning Team before submitting a train schedule that runs foul of possessions in the Engineering Access Statement.

1.2.2 Improving Network Availability, before requesting a possession which will disrupt passenger and freight operators consider the following:

- Can the work be done in such away that does not disrupt train services ?
- Can you do more to reduce the disruption to train operators by making safe us of adjacent line open or single line working arrangements
- Is there a suitable diversionary route that can be safely use ?
- Can the work be carried out in a an existing possession ?
- Can you release parts of the line during possession (e.g staggered start and finish times for each line) ?
- Can the work be carried out in fewer longer or more short possession durations ?

1.3 Train Operator Consultation

- 1.3.1 Period Possession Plan. Every 4 weeks a detailed programme of proposed engineering works covering 4 weeks will be issued as the DPPP at least 28 weeks before the start of the 4 weeks concerned. This will contain details of proposed disruptive possessions, together with any non-disruptive possessions.
- 1.3.2 Informed Traveller. The CPPP will be issued 26 weeks prior to the start of the relevant 4 weekly period giving sufficient details of planned disruptive possessions to enable an assessment of train alterations to be made. Network Rail will advise details of Disruptive Possessions at this stage as part of the Informed Traveller process.
- 1.3.3 Trains Meetings. In certain instances, prior to the conclusion of Train Operator consultation, Network Rail may arrange a Trains Meeting for all affected Train Operators. This is most likely where a particular possession, or series of possessions, will result in significant train alterations. Trains meetings will be held to:
- outline the likely disruptive effects
 - determine train alterations required
 - agree an outline train plan
- Network Rail will meet with any Train Operator, if requested to discuss any concerns they may have.
- 1.3.4 Capacity Constraints. In some cases (e.g. Single Line Working, use of SIMACCESS PROPOSALS) suggested capacity constraints are shown in these Rules alongside the appropriate possession. This is shown as a guide only. Precise line capacity cannot be determined until all Access Proposals have been made and offers made and accepted. In constructing their Access Proposals Train Operators should take into account the capacity constraints noted. Where SLW, Fast / Slow line running, or any other form of reduced track capacity is indicated in this publication, this applies between adjacent crossovers only, unless such work can be accommodated within the time allowance shown in 'Timetable Planning Rules'.
- 1.3.5 If a Train Operator wishes to make a Spot Access Proposal or protect the slot of an existing train slot which is not compliant with Engineering Access Statement, it should consult the Engineering Access Planning Team to establish whether an amendment to Engineering Access Statement is likely to be agreed and, if appropriate, submit an amendment proposal which will be considered by Network Rail in accordance with Section 1 clause 6.2 of this Introduction. The Engineering Access Statement amendment proposal should be submitted to Network Rail as early as possible or with the submission of the Spot Access Proposal.

1.3 Train Operator Consultation (contd.)

1.3.6 Normally possessions other than emergency possessions will have been agreed 26 weeks in advance of the week in question, and after this time Network Rail will usually support a Engineering Access Statement amendment proposal to allow acceptance of a Spot Access Proposal which does not conflict with planned possessions. Where a Spot Access Proposal relates to the carriage of exceptional numbers of passengers in connection with a sporting or other public event, Network Rail recognises that it may be appropriate to cancel possessions to allow the Spot Access Proposal to be accepted.

1.4 Timetable Dating

1.4.1 The following standard engineering timetable periods will apply.

December 2011 – December 2012

Period A -	0001 Sun 11/12/2011 to 2359 Sun 01/01/2012 (4 Sundays - no disruptive period blocks to be planned)
Period B -	0001 Mon 02/01/2012 to 2359 Sun 12/02/2012 (6 Sundays)
Period C -	0001 Mon 13/02/2012 to 2359 Sun 25/03/2012 (6 Sundays)
Period D -	0001 Mon 26/03/2012 to 2359 Sun 13/05/2012 (7 Sundays)
Period E -	0001 Mon 14/05/2012 to 2359 Sun 24/06/2012 (6 Sundays)
Period F -	0001 Mon 25/06/2012 to 2359 Fri 14/09/2012 (11 Sundays)
Period G -	0001 Sat 15/09/2012 to 2359 Sun 21/10/2012 (6 Sundays)
Period H -	0001 Mon 22/10/2012 to 2359 Sat 08/12/2012 (7 Sundays)

1.4 Timetable Dating (Contd.)

1.4.2 Bank Holidays occur on the following dates, which may result in changes to the times available for possessions.

Bank Holidays

Week No.	Holiday	Date
39	Christmas Holiday Period	Sun 25, Mon 26, Tue 27 Dec 2011
40	New Year	Sun 1 st Jan 2012 and Bank Holiday Mon 2 Jan 2012
1	Good Friday	Fri 6 Apr 2012
2	Easter Monday	Mon 9 Apr 2012
6	May Day	Mon 7 May 2012
10	Spring Bank Holiday	Mon 4 Jun 2012
	Jubilee bank holiday	Tue 5 Jun 2012
19	Summer (Scotland)	Mon 6 Aug 2012
22	Summer (England & Wales)	Mon 27 Aug 2012

1.4.3 Note that the clocks change on the following dates:

Spring (1 hour forward, British Summer Time):
Sunday 25 March 2012

Autumn (1 hour back, Greenwich Mean Time):
Sunday 28 October 2012

1.4 Timetable Dating (Contd.)

1.4.4 On the following dates major events (which may have interregional implications) are due to take place, and may result in changes to the times available for possessions.

Major Events

Week No.	Date (s)	Event	Location
Xx	To be confirmed	Marathon	London
45-49	TBC (Fixtures not released yet)	Six National Rugby	Twickenham Cardiff Edinburgh
46	Sat 11/02/2012	Six National Rugby	Twickenham
49	Sun 04/03/2012 (TBC)	Half Marathon	Bath
52	Sun 26/02/2012	Carling Cup	Wembley
50	Tue 13/03/2012 to Fri 16/03/2012 (TBC)	Horse Races (Gold Cup)	Cheltenham
51	Sat 17/03/2012	Six National Rugby	Twickenham
2	Thu 12/04/12 to Sat 14/12/12	Grand National	Aintree (Liverpool)
4	Sat 21/04/2012	St Georges Day Game – Wasps fixture	Twickenham
6	Fri 04/05/2012 to Mon 07/05/2012	Badminton Horse Trials	Chippenham
6	Sat 05/05/2012	Army and Navy	Twickenham
7	Sat 12/05/2012 & Sun 13/05/2012	Sevens	Twickenham
8	Sat 19/05/2012 <u>or</u> Sun 20/05/2012	Heineken Cup Final	Twickenham
9	Sat 26/05/2012	Aviva Cup (formally Guinness) Cup Final	Twickenham
9	Sun 27/05/2012	Barbarians v England	Twickenham
Xx	To be confirmed	FA Cup, play-offs, FA Trophy	Wembley
13-14	Wed 27/06/2012 to Sun 01/07/2012	Henley Regatta	London
16	Mon 16/07/2012 to Thu 19/07/2012	Royal Welsh Show	Llandrindod
16	Sat 14/07/2012 to Sun 15/07/2012	Royal Air Tattoo	Swindon

1.4 Timetable Dating (Contd.)**Major Events**

Week No.	Date (s)	Event	Location
	not in 2012	Glastonbury Festival	Glastonbury
17	Fri 27/07/12	The Olympic Games Opening Ceremony	London
18-19	Sat 28/7/12 to Sun 12/08/12	The Olympic Games	Various
19	Sun 12/08/12	The Olympic Games Closing Ceremony	London
20	Sun 12/08/2012	Horse Races (Party in the Paddock)	Newbury
21	Thu 26/08/12 to Sun 26/08/12	Tall Ships Event	Dublin
21-22	Thu 23/08/2012 to Mon 27/08/2012	Reading Festival	Reading
22-24	Wed 29/08/12 to Sun 9/09/12	The Paralympics Games	London
19-23	August 2012	Edinburgh Festival	Edinburgh
13-14	Wed 27/06 to Sun 01/07	Henley Regatta	London
21	18-19 August 2012	V11 Music	Chelmsford
21-22	24-26 August 2012	Reading Festival	Reading
21-22	24-26 August 2012	Leeds Festival	Leeds
22	26-27 August 2012	Notting Hill Carnival	London
15-16	Mon 09/07 to Sun 15/07	Farnborough Air Show	Farnborough
xx-xx	Xxxxxx	Lord Mayors Show	London
33	Sun 11/11	Remembrance Sunday	London
25	Sun 16/09/12	Great North Run	Newcastle
15	Sat 07/07/12	Luton Carnival	Luton
23	Sat 01/09/12 to Sun 02/09/12	Gay Pride Event	Brighton
xx-xx	Xxxxxx	Marsden Valley Festival of Boats	Bedford to Bletchley

1.5 Change Procedure

The following standard Engineering Access Statement change procedure is applicable to this document

Procedure for Altering Engineering Access Statement or Timetable Planning Rules other than through the Twice-Yearly Process Having Effect from a Passenger Change Date

1.5.1 Introduction

- 1.5.1 This Procedure has been devised in accordance with Network Code Condition D 2.2.7 to provide a means of altering Engineering Access Statement and/or Timetable Planning Rules other than through the twice-yearly process having effect from the Passenger Change Dates. It supersedes the interim arrangements included within certain Train Operators' Track Access Agreements and within certain Regional Engineering Access Statement and Timetable Planning Rules documents.
- 1.5.2 This procedure will be used by Network Rail to add, substitute or delete engineering access opportunities contained within Engineering Access Statement. All possessions so agreed will be regarded as being within Engineering Access Statement. Network Rail is committed to the achievement of the Informed Traveller deadlines resulting in details of amended train services being available 12 weeks before the date of operation, consequently, wherever possible, Network Rail will consult with Train Operators regarding possessions and other capacity restrictions which are disruptive to agreed train slots in sufficient time to allow details of those disruptive possessions to be included in a Confirmed Period Possessions Plan which will be published 26 weeks prior to the start of each 4-week period.
- 1.5.3 Where a need arises to amend Engineering Access Statement/Timetable Planning Rules to cater for urgent safety requirements or other emergency situations, all parties concerned will co-operate in accelerating the normal timescales in this Procedure commensurate with the urgency of the circumstances.

1.5 Change Procedure (Cont.)

1.5.4 Changes Initiated by Train Operators

1.5.5 A Train Operator may propose changes to any part of Engineering Access Statement/Timetable Planning Rules affecting or likely to affect that Train Operator.

1.5.6 The Train Operator shall submit a written statement of the proposed change and a concise explanation of the reasons for that change:

- for Timetable Planning Rules, to its Network Rail Programme Manager (LTP) who will acknowledge receipt
- for Engineering Access Statement, to the Engineering Access Planning Manager, who will acknowledge receipt

1.5.7 Within 5 working days of receipt of the proposed change, Network Rail shall notify to all Train Operators affected details of the proposed change and Network Rail's comments including concise reasons for the change and a statement as to whether Network Rail supports the proposal.

1.5.8 Changes Initiated by Network Rail

1.5.9 Network Rail may propose changes to any part of Engineering Access Statement/Timetable Planning Rules.

1.5.10 Network Rail shall notify to all Train Operators affected details of the proposed change including a concise explanation of its reasons. Proposed changes to Engineering Access Statement arising before publication of the Draft Period Possessions Plan shall be notified by Network Rail in a single coordinated document to be issued each 4 weeks.

1.5.11 Response by Train Operators

1.5.12 Each Train Operator receiving notification of a proposed change in accordance with paragraphs 6.3.1 or 6.3.2 above will consider that proposal and respond to Network Rail within 10 working days from receipt of the notification, indicating:

- its agreement to the proposed change or
- details of a counter-proposal and an explanation of its reasons or
- in the case of Timetable Planning Rules items such as section running times, a request that a joint investigation is carried out.

1.5.13 Any Train Operator whose response is not received by Network Rail within 10 working days will be deemed to have agreed to the proposed change and will forfeit any right of Appeal.

1.5 Change Procedure (Cont.)

1.5.14 Decision by Network Rail

1.5.15 Network Rail shall give due consideration to responses received from Train Operators in accordance with paragraphs 6.3.1 or 6.3.2 above and shall decide which changes, if any, should be made to Engineering Access Statement/Timetable Planning Rules.

1.5.16 In reaching its decision, Network Rail shall have due regard to the Decision Criteria in Network Code Condition D6.

1.5.17 Network Rail will notify its decision to each affected Train Operator within 5 working days of the last date for receipt of responses under paragraph 6.4.1 above.

1.5.18 Any Train Operator, if it disputes Network Rail's decision, may Appeal to a Timetabling Panel and any such Appeal will be dealt with as though it had been made in accordance with Network Code Condition D2.2.7. Any Appeal must be referred to the Access Disputes Secretary in accordance with the timescales shown in Condition D5 (i.e. within 5 working days of notification by Network Rail of its decision)

SECTION 2

GLOSSARY

Section 2 – Glossary

2.1 Certain abbreviations and terms are used throughout this document which is listed below, together with a definition of their meaning.

Term/Abbreviation		Meaning
AC + DC	-	Alternating Current and Direct Current
ALL	-	All lines
ALO	-	Adjacent line open
ASW	-	Amended Station Working
BDM	-	Business Development Manager
BLOCKED	-	Line blocked
BTET	-	Line blocked to electric traction
CPPP	-	Confirmed Period Possession Plan
CS	-	Carriage Siding
D*	-	Denotes Down Line (i.e Down Fast, Down Slow)
DPPP	-	Draft Period Possession Plan
EAP	-	Engineering Access Planning Team (Ops Planning)
EAS	-	Engineering Access Statement
ECS	-	Empty Coaching Stock
FOC	-	Freight Operating Company
M	-	Monday
T	-	Tuesday
W	-	Wednesday
Th	-	Thursday
F	-	Friday
Sa	-	Saturday
Sun	-	Sunday
Excl	-	Exclusive
FLT	-	Freightliner Terminal
GF	-	Ground Frame
icw or i.c.w.	-	In Connection With
Incl	-	Inclusive
Jn	-	Junction
N/A	-	Not Applicable
NDS	-	Network Rail National Delivery Service
NBS	-	No Booked Service
NPP	-	No Possession Permitted
PBS	-	Possession to be given up for the passage of Booked Services
PPS	-	Possession Planning System
RL	-	Relief Line

Section 2 - Glossary (contd.)

Term/Abbreviation		Meaning
RVL	-	Reversible Line - signalled line will be open to trains in both directions
SB	-	Signal Box
SDG	-	Siding
SIMACCESS PROPOSALS	-	Simplified Bi -Directional Signalling
SLW	-	Single Line Working
SUB	-	Suburban Line
TMD	-	Traction Maintenance Depot
TOC	-	Train Operating Company
TSR	-	Temporary Speed Restriction
U*	-	Denotes Up Line (i.e Up Main, Up Slow)
UTU	-	Ultrasonic Test Units
WEAVE	-	Trains to travel via alternative line in same direction e.g. Up Fast to Up Slow
WON	-	Weekly Operating Notice
WPA	-	Weeks per Annum
WTT	-	Working Timetable

SECTION 3

GUIDELINES FOR GRANTING POSSESSIONS

Section 3 – Guidelines for Granting Possessions

3.1 Information required from requesters when submitting Possession requests

The following information will be required from requesters when submitting Possession requests:-

- 3.1.2 Proposed date, start and finish time of worksites and Possessions.
- 3.1.3 Proposed method of protection.
- 3.1.4 Geographical extent of Possession (as shown in Sectional Appendix) and worksite mileage (miles/chains).
- 3.1.5 Start and finish times and geographical extent (as shown in the Sectional appendix) of electrical isolation (may be different to 3.1.3).
- 3.1.6 Loss of, or reduction in, any signalling facilities affected outside the Possession Outline infrastructure train requirements.
- 3.1.7 Outline infrastructure train requirements (detailed if at less than 32 weeks).
- 3.1.8 Any protective speed restriction required on adjacent lines which are open.
- 3.1.9 Reduction in available platform capacity (including actual length of platform available, and any special instructions for train drivers).
- 3.1.10 Effect on access to other facilities.
- 3.1.11 Significant OHLE voltage reductions.
- 3.1.12 Affected electrical feed equipment.
- 3.1.13 Any restrictions which will persist after the main Possession is given up.
- 3.1.14 If a TSR is to be imposed on the line affected after the Possession is given up, the speed and mileage of the restriction and date & times of relaxation / lifting of the TSR.
- 3.1.15 Work content.
- 3.1.16 Details of operational telecommunications disconnections.

Section 3 – Guidelines for Granting Possessions (Contd.)

3.2 Late Possession Requests

3.2.1 Late possession requests are defined as follows:-

A possession request made after 26 weeks before the start of the relevant possession which restricts the availability of the network requiring a TOC/FOC to Access Proposal for a short term planned alteration to a WTT service

3.2.2 A late possession request will only be considered where one or more of the following apply:-

- The possession is necessary for unavoidable work to restore or maintain the safety of the railway.
- The possession is necessary to mitigate or prevent significant disruption to the operation of the railway.
- The possession is necessary to prevent disruption to Network Rail's management of the railway.
- Where a legal agreement or contract requires that possession requests can be considered to shorter timescales.

3.2.3 Any late possession request must be supported by an appropriate Business Case (completed NDS - APCR form).

3.2.4 The Disruptive Possession request will need to be authorised by the Head of Operations Planning and Network Performance. The possession will only be agreed by the Engineering Access Planning Team once this authorisation is received.

3.3 Specific Restrictions

3.3.1 Certain specific restrictions apply, due to differing Route traffic patterns and those are shown in the attached appendices.

3.4 Dates for submission of requests

3.4.1 To ensure that the Engineering Access Planning Team has sufficient time available to validate and optimise possession requests prior to inclusion in the following issue of Engineering Access Statement, it is necessary for proposed change requests for the Engineering Access Statement to be received by the Friday three weeks prior to the issue date of the Engineering Access Statement.

SECTION 4

STANDARD POSSESSIONS OPPORTUNITIES

4.0 STANDARD POSSESSION OPPORTUNITIES

These are shown, by territory, which indicate the times which would normally be available for engineering access opportunities of the Network.

SECTION 5

POSSESSION STRATEGY

5.0 POSSESSION STRATEGY

The Possession Strategy consists of summary of midweek possessions by Line of Route.

SECTION 7

REGISTER OF POSSESSIONS

7.0 REGISTER OF POSSESSIONS

This section contains details, by territory, of significant programmes of work which are likely to take place during the year together with major possessions which it has not been possible to contain within the standard possession opportunities.

Once the territory has issued its Confirmed Period Possession Plan (CPPP), this supersedes any items shown in this section for the weeks covered in the CPPP.

Note that items shown as “Superseded by CPPP” have been updated with the latest possession information from PPS. This is for planning purposes only, and full possession details can be found in the relevant CPPP.