NR19

CP5 Level Crossing Risk Reduction



Level Crossing Risk Reduction Fund

Criteria, Governance and Reporting

Level Crossing Risk Reduction Fund

Regulatory Output:	**£99m** fund to **MAXIMISE** level crossing **risk reduction** during CP5
NR target:	**25% reduction** in level crossing **FWI**
Requirements:	Deliver targeted risk reduction **OVER AND ABOVE** NR's **business as usual** asset management activities

Can be funded through the LCRRP

Work Type	Comments
Closure The adjacent options may be included in the programme and contribute towards Route FWI Commitment. However, maximising risk reduction should always be prioritised.	- High risk level crossings - Station crossings - Crossings with high certainty of closure within CP5 - Crossings offering “once in a lifetime” opportunity for closure through circumstance - Crossings offering exceptional justification for closure through narrative risk assessment
MSL Overlays (VAMOS & Ebigate 200)	- High vehicular collision risk at UWC / UWCT (low frequency but high consequence).
Audible Warning Device (Covtec)	- Address the risk of night time quiet period at passive crossings
Power Operated Gate Openers (POGO)	- Reducing risk at User Worked Crossings by reducing the number of traverses from five to one.
Red Light Safety Equipment (RLSE) Inclusion in programme to be confirmed	- High potential for risk reduction at AHBs ***however…*** - Risk reduction must be established and agreed with ORR before any LCRRF can be released.

Note: Other schemes may be included in the programme upon request, but only with ORR endorsement. The business case for suggested schemes will be presented to the ORR, having been validated by the Central Level Crossings Team..

Cannot be included in the LCRRF?

Work Type	Description
Business as usual operations	- Temporary risk management, e.g. scaffold footbridges - Compliance related improvements - Risk assessments of crossings outside of scope - Feasibility studies to develop CP6 work bank
Level crossings renewals work bank	- Like-for-like renewals - Planned asset upgrades
Treatments with unproven risk reduction	- Risk reduction must be quantifiable, e.g. modelled in ALCRM - ORR must endorse assumed risk reduction - Technology cannot be included in scope until benefits are proven, e.g. RLSE
Innovation and product development	- Funding must be used exclusively to realise FWI benefits **in CP5** - ALCRM improvements and development of new level crossing technologies are ineligible for LCRRF

LCRRF Governance - Steering Groups

All Routes will have an established Level Crossing Steering Group meeting periodically. The group will review the programme of delivery and expenditure within the Level Crossing Risk Reduction Fund and provide direction where required.

Terms of reference for the Route Level Crossing Steering Groups can be found by clicking the following link: Terms of Reference

The following changes to your programme must be agreed and formally documented in your Route Level Crossing Steering Group:

- Additions to and removals from your programme.
- Changes in reported 'Solution Type' (ie. change from stepped footbridge to ramped bridge).
- Scheduled delivery date changes from one financial year to another.

Change control documentation must be produced and forwarded, along with relevant approvals to the Central Level Crossing Team to be logged. An example of change control documentation can be found by clicking the following link: Change Control Documentation

Governance – Investment Authority & OP

Authority to spend against the Level Crossing Risk Reduction Fund must be sought through your Route Investment Panel in the usual way.

Note:

- Projects with more than one funding source must be set up as ‘multi-funded’ in OP.
- Where more than one scheme has been authorised against an OP number, each level crossing scheme should have it’s own task line within.
- All Routes should be forecasting to LCRRF allocation, not to authority. This means that your projects may show as F4 Amber, but this is accepted by STE finance.
- If however, your programme is undoing significant change, your forecasts must reflect the current status of your programme. In these circumstances, it is accepted that it may not be appropriate to forecast to allocation.

Cost of work done and forecast expenditure are monitored periodically by the Central Level Crossing Team, but finances must also be monitored by the Route Sponsor and reviewed periodically by the Route Level Crossing Steering Group to ensure accuracy.

Assurance of LCRRF

Level Crossing Programme Board (National)

Representatives from each Route will be asked to attend Level Crossing Programme Board (National) in Milton Keynes to provide an update on progress to date, forecasts, programme risk and action plans (covering programme delivery and financials). Level Crossing Programme Board members are:

- Head of Corporate Passenger & Public Safety, Safety, Technical & Engineering (Chair)
- Director of Route Asset Management, Western Route
- Head of Level Crossings, Safety, Technical & Engineering
- Head of Level Crossing Engineering, Safety, Technical & Engineering
- Financial Controller, Safety, Technical & Engineering
- Head of Liability Negotiation, Safety, Technical & Engineering
- Programme Manager, Safety, Technical & Engineering
- Customer Delivery Manager, Route Services
- Category Manager (Signalling and Telecoms), Contracts and Procurement, Route Services
- Level Crossing Closures Manager / Level Crossing Asset Improvement Manager (secretary)

Routes should expect to be invited to this meeting to provide an update, twice a year as a minimum.

Reporting

LCRRF Reporting

- Once eligibility for inclusion is confirmed, new schemes should be included in your Route Period Updates in SharePoint by clicking on the following Link. **Link to SharePoint Site .** A link is sent to all those responsible for updating their respective spreadsheets periodically, advising that they are ready for use.

- It is essential that you provide a fully updated version of your spreadsheet **every** period. This information helps provide an understanding of programme status and risk. The deadline for submission is **close of play on Friday, week 1**. Progress is reported a period in arrears.

- Closure activity should be included on the 'Closures' tab on the spreadsheet. Any other activity should be included in the 'LXRRF Enhancement' tab. Any additions to or removals from the programme must be added to the spreadsheet as 'Pending Addition' or 'Pending Removal' until formally approved by your Level Crossing Steering Group.

LCRRF - Claiming Risk Benefit

Work funded by the £99m Level Crossing Risk Reduction Fund must be reported to the ORR periodically.

The ORR will only recognise that a LCRRF benefit has been realised once risk has been removed and legal closure of a level crossing has been confirmed, or once an asset improvement scheme has been commissioned (e.g. EBI Gate 200 / VaMoS / Covtec etc.).

In order to claim the benefit, Route Level Crossing Sponsors or assigned Route Representative should continue to upload their period end updates to SharePoint ensuring the following updates are made:

Closures (Closures tab)

- Project delivery Stage is ‘Legally Closed’
- ‘Actual Legal Closure’ date is entered and matches the ‘scheduled legal closure’ date
- Physical asset status is Closed
- Legal Status is closed
- Risk Benefit is entered correctly
- LCRRF Allocation is accurate

Asset Improvement Schemes (LCRRF Enhancements Tab)

- Overall Status is ‘Commissioned’
- ‘Commission date’ is entered and matches the ‘Scheduled Commission Date’
- Risk Benefit is entered correctly
- LCRRF Allocation is accurate