

Lead Standards Committee:	Traffic Operation & Management Standards Committee	Date:	28/02/2023
Subject:	Five-year review of RIS-3215-TOM, Weekly Operating Notice, Periodical Operating Notice and the Sectional Appendix, issue 1		
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Purpose of the paper

- 1.1 This paper sets out the outcome of the five-year review of RIS-3215-TOM Weekly Operating Notice, Periodical Operating Notice and the Sectional Appendix, issue 1. Standards Committee approval is sought for the recommendation and way forward.

Background

- 1.2 GORT3215 Requirements for the Weekly Operating Notice, Periodical Operating Notice, and Sectional Appendix issue 3 was replaced by RIS-3215-TOM issue 1 in 2016 after the review carried out by the European Commission's Task Force on National Safety Rules (NSRs) concluded the content duplicated existing European railway legislation, the Operation and Traffic Management Technical Specification for Interoperability (OPE TSI). This made it redundant as a national safety rule and therefore, by extension, as a Railway Group Standard.
- 1.3 The review identified no immediate need to revise the content of GORT3215 issue 3, but it highlighted a need to revise its status. Since the content of GORT3215 set out the industry's agreed process in how and what is published in a Weekly Operating Notice, Periodical Operating Notice, and Sectional Appendix on the GB mainline railway, it was reproduced in its entirety in the new RIS-3215-TOM issue 1.
- 1.4 RIS-3215-TOM issue 1 has now been reviewed for continued fitness for purpose following its publication in December 2016.

Impacts on the standard(s) following publication/entering into force

- 1.5 Consideration has been given to the following during the assessment:
- a Business case for change – No comments received.
 - b No deviations.
 - c No current projects or proposals being processed.
 - d No amendments and clarifications.

- e No enquiries received.
- f No research projects.
- g No changes in regulations.
- h National technical specification notices (NTSNs) and European standards –
Following the UK's exit from the European Union and the ending of the transition period on 31 December 2020, the Operation and Traffic Management Technical Specification for Interoperability (OPE TSI) ceased to apply and was replaced by the Operation and Traffic Management National Technical Specification Notice (OPE NTSN). RIS-3215-TOM issue 1 references the OPE TSI, so the content needs to be updated to reflect this change. In addition, there have been several change requests logged since the original issue, so some content may now also differ.
- i No changes in technology.
- j Are there any barriers to adoption? – See discussion points.
- k Any other observations
 - RIS-3215-TOM issue 1 is a complete reproduction of the original Railway Group Standard which is included as an appendix under a Rail Industry Standard cover.
 - A request for help jointly submitted by Rail Partners and Network Rail has been received by RSSB. It identifies an industry problem with the current practicality and cost efficiency of the production and content of the Weekly Operating Notices (WONs) and Periodic Operating Notices (PONs). The information in these documents, and the format in which it is provided, does not target individual roles and what is required to enable them to be carried out effectively. In addition, this may have a negative human factor effect due to information overload. The request for help also highlights that operators share the aspiration to improve the processes and use technology to enable staff to receive the information in the WONs and PONs electronically to become more environmentally friendly. However, this is currently not a viable option because not all operators have the capability to manage an electronic WON/PON. The request for help requested a full root and branch investigation into the WON/PON information contained within RIS-3215-TOM and a human factors analysis.

Discussion

1.2 Review outcome

- 1.2.1 RIS-3215-TOM issue 1 is written in the original style, where a Rail Industry Standard cover contains the replaced Railway Group Standard as an appendix. The RIS style used nowadays sets out requirements, rationale and guidance to make it easier for the user to understand the document. To bring it in line with the new writing style, the relevant requirements will need to be identified to subsequently include their associated rationale and guidance.
- 1.2.2 The terminology in the document needs to be updated, as well as the referenced documents, as it currently contains:
- References to withdrawn National Operations Publications (NOPs), including the pink and white pages, and superseded standards;
 - Outdated terminology, like OPE TSI rather than OPE NTSN; and
 - Non-gender-neutral wording, like “manned level crossings”.
- 1.2.3 RIS-3215-TOM refers to Network Rail (NR) as the only Infrastructure Manager (IM) on the GB mainline. There are other IMs already in existence, as well as others that may appear in future. Even if these other IMs choose NR to produce their documents in practice, the reference may benefit from being generic.
- 1.2.4 Since the original content refers to the OPE TSI, the content will need to be revised against the OPE NTSN to identify any differences. Some of the differences from the OPE NTSN that need to be reflected in the standard are as follows:
- References to ETCS that need to be reflected in the standard.
 - Other requirements mentioned in the NTSN that are not mapped out to RIS-3215-TOM.

Sectional Appendix:

- 1.2.5 It is a requirement of the OPE NTSN for the IM to provide a Route Book. In GB mainline, the Route Book is in effect the sectional appendix, although gradient information is currently not included. The RIS also requires inclusion in the Sectional Appendix of information about certain characteristics of tunnels which is not currently complied with.
- 1.2.6 GOGN3615 Rail Industry Guidance Note for the Operation and Traffic Management Technical Specification for Interoperability issue two from 2017, section 3.4.3 states: “The GB mainline railway intends to ensure alignment with the OPE TSI in the future by building on the Route Book to incorporate all of the IM requirements shown in Appendix D. However, EURA has announced that it plans to review the requirements in Appendix D of the OPE TSI. Work on a GB mainline railway route book is therefore deferred at the time of writing, pending the outcome of this review.” Appendix D of the OPE TSI was updated when a revised version of the OPE TSI was published by the European Commission in 2019.

- 1.2.7 The OPE NTSN has been updated to version 1.1 to reflect the 2019 OPE TSI changes. Version 1.1 is due to be published in early 2023. The project to update GOGN3615 is currently on hold pending publication of version 1.1. However, there are further proposals to amend the OPE TSI currently being considered by the European Commission. The OPE NTSN is currently being updated to reflect these proposals. Version 2 of the OPE NTSN will be published in due course following publication of the OPE TSI by the European Commission.

Local instructions:

- 1.2.8 The RIS contains a section on local instructions and refers to local circumstances when the instructions contained in NOPs 'cannot be applied, either partially or fully'. The RIS does not refer to the need for having safety justifications in place (relevant risk assessments) or any limitation on how far the instruction can depart from a NOP's requirement before a deviation is required.
- 1.2.9 The section on local operating instructions will benefit from additional information to strengthen the content and avoid the current potential freedom of interpretation.

Notice cases/ Late notices:

- 1.2.10 Conversations with industry following the request for help submission have highlighted a human factors problem with Late notices and Notice cases. A driver needs to check all published notices at the beginning of their shift to identify any that are relevant to their day. They may need to do so by looking at a crowded glass cabinet that, on occasions, may not be sufficient to hold all the necessary information and alternative methods are being sought (See figures 1 and 2 in [appendix C](#) of this review). This creates the potential for them to miss critical information.
- 1.2.11 Anecdotal evidence demonstrated by Figure 3 in [appendix C](#) shows that the process has not been updated since at least 1883. There may be potential for the process to be optimized by making use of current technologies.

WON/PON:

- 1.2.12 As highlighted by the request for help received by RSSB, the content of the WONs and PONs is not role or department specific. It is identified that the information supplied within the document, and the format in which it is provided, is potentially not targeted on what individual roles require to enable them to carry out their role effectively. This may have a negative human factor effect due to information overload. The documents cover a vast area and therefore there is an increased risk that upon receipt of them, important information is lost or overlooked.
- 1.2.13 Informal conversations with industry reveal that because of the size of the documents and the user's familiarity with it, they sometimes resort to their own practices to avoid the need to print and remember the content. This indeed reinforces the concern expressed in the request for help already received.

Conclusions:

- 1.2.14 It is suggested that RIS-3215-TOM is subject to a full review to develop an understanding of the key requirements for WONs, PONs and Sectional Appendix content: what the actual requirements are for each of the identified users; how they are currently provided; and any potential duplication or efficiencies identified. The review could be expanded to include late and notice cases. This way the RIS would serve the purpose of incorporating all documents that relay information to operating staff; the title could then be changed accordingly. It is to be noted, however, that the review will be dependent on the OPE NTSN and GOGN3615 updates.
- 1.2.15 At the same time, an opportunity presents itself to challenge previous methods of working in line with changing technology availability; the final aim being a more efficient relay of information that is tailored to the user and potential financial sustainability benefits.
- 1.2.16 In addition, as per process, it is recommended that the document is subject to industry consultation, as part of its 60-month review.

Recommendations

- 1.6 The Traffic Operation & Management Standards Committee is asked to:
- a DISCUSS the assessment of the five-year review and the proposed recommendation:
 - i. Action required:
 - Initiate a change project.
 - Carry out consultation with industry.
 - b APPROVE as appropriate:
 - The Lead Standards Committee to approve the recommendation.

RSSB completion:

<i>Standards Committee</i>	<i>Meeting date</i>	<i>Decision</i>	<i>Minute numbers</i>		<i>Next review date</i>
			<i>Pre-consultation review</i>	<i>Post-consultation review</i>	
Traffic Operation & Management	28/02/2023	A	TOM/28022023/12.2		

Appendix A Disposition table for standard(s) recommended for withdrawal

A.1 Standard number, title, issue

Clause number	Clause title	Way forward	Comments

Appendix B Associated information to support the review

The information in this appendix is provided by the industry groups information manager to assist with the review. This appendix should be deleted prior to submitting the review form to the SCs.

Deviations	Current deviations: Nil	Deviations in progress: Nil
Request for Help	Outcome of resolved Requests for Help: Nil	
Proposals	Approved proposals: Nil	Proposals not yet approved by the standards committee: Nil
7. RSSB Standards Programme	This document is currently not on the RSP.	
Amendments or clarifications	Nil	
Limited change releases	Nil	
Enquiries	Nil	
Business case for change	16 IA35	
Information from RMDB Note: update RMDB to reflect action/decision	Nil	

Appendix C Associated information to support the review



Figure 1: Late Notices in glass-front cabinet.

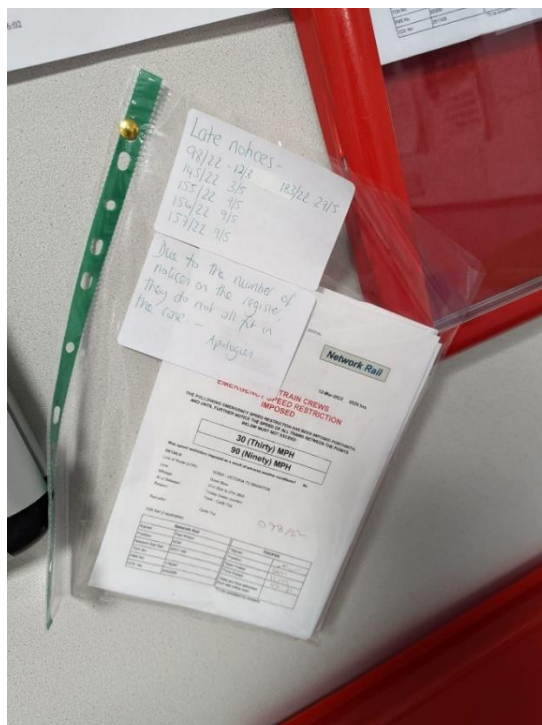


Figure 2: 'Overflowing' late notices displayed next to the glass-front cabinet.

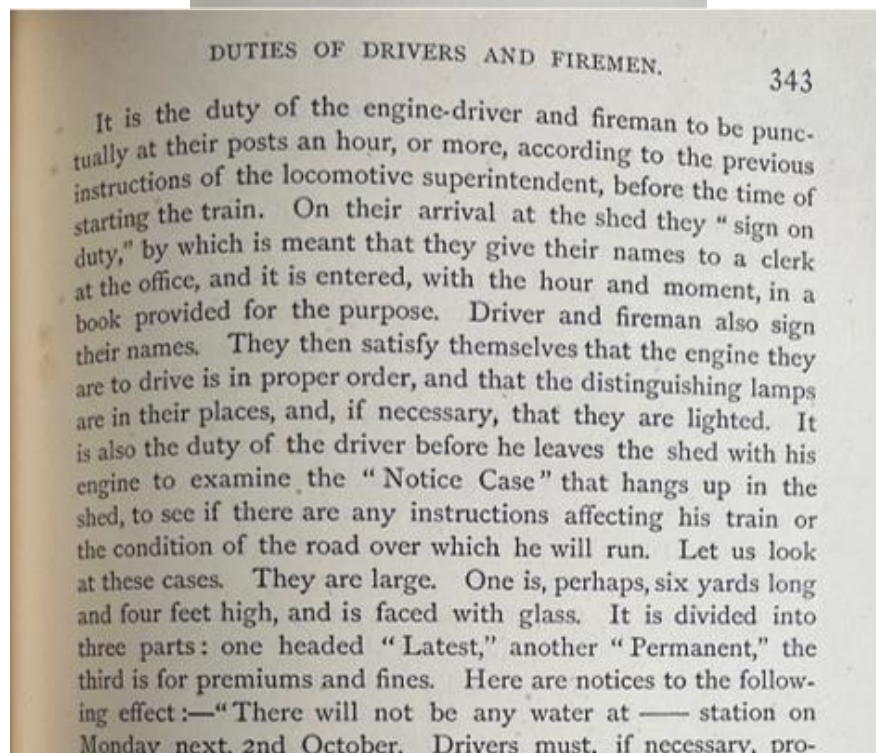
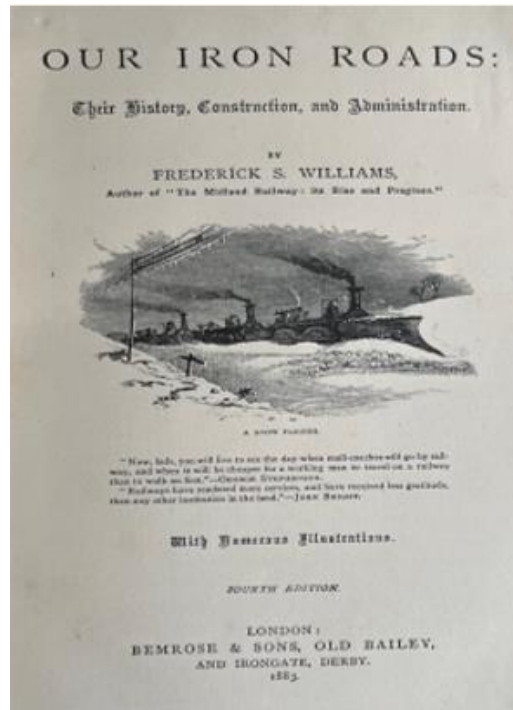


Figure 3: 1883 book and extract talking about 'Notice cases'.