

Improving Network Rail access to relevant projects in the RSSB Rail Carbon Tool

1 Purpose

We are contacting RSSB Rail Carbon Tool (RCT) users, project administrators and project managers to request access to potentially valuable carbon data from relevant Network Rail projects. We are also proposing improvements in project naming.

2 Why?

Individual RCT projects can only be viewed by persons with security access. Network Rail, as the owner / manager of national rail infrastructure, needs to improve access to relevant project carbon data for a range of purposes, including:

- Establishing oversight of rail infrastructure carbon assessments for analysis and interpretation
- Promoting lessons learned and continuous improvement of carbon measurement best practice
- Contributing to rail sector carbon benchmarking
- Progressing our own business decarbonisation objectives linked to the Network Rail Environmental Sustainability Strategy 2020-2050.

Note 1: The RCT is a key tool for project level carbon assessment and comparison, but on its own does not provide a complete solution for portfolio or organisational carbon performance analysis or reporting.

3 How?

We've created a set of standard 'security groups' covering the five devolved Network Rail regions, plus an additional security group for centralised (corporate) contacts. Each Network Rail security group will contain a managed list of contacts with legitimate interest in carbon data. The Network Rail security groups are named as follows:

- NR Corp01
- NR Eastern01
- NR NW&CO1
- NR Scotland01
- NR Southern01
- NR W&W01

We are requesting that the centralised security group (NR Corp01), plus appropriate regional security group(s) be added to the security access for all '**NR relevant projects**'.

*Note 2: '**NR relevant projects**' are essentially any projects where carbon is being assessed in the context of national railway infrastructure development works or asset renewal/replacement, refurbishment, maintenance, etc. This excludes personal projects such as those generated during RCT user training, personal carbon assessment tests, copies of projects created as a personal secure backup, etc.*

As a minimum Network Rail security groups should be given 'read' access to project folders meaning security group members can view and navigate the project folder structure and carbon calculation packages but cannot edit project folder content. They will be able to export folders and carbon calculation package content as csv files.

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4 Which security groups to add?

We request that NR security groups are added to projects based on the following protocol:

4.1 Major enhancement projects with a clear NR regional placement involving complex multiple asset interventions:

- The single relevant regional security group and the NR corporate security group 'NR Corp01' shall be added.

4.2 Projects for the enhancement, renewal or maintenance of a specific asset category (i.e. Earthworks, Electrification, Structures, Track, etc.) where carbon assessment data would be of business-wide interest.

- All five regional security groups and the NR corporate security group 'NR Corp01' shall be added.

4.3 Projects that relate to miscellaneous personalised activities: including individual RCT training projects or calculation tests not intended for others to see, personal security backups of important project files.

- No Network Rail security group access will be required for these projects.

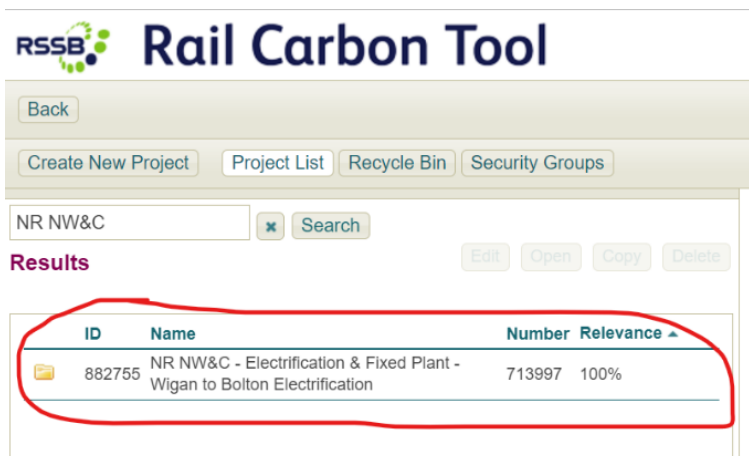
5 Naming convention enhancements

For developing this engagement strategy we were given temporary access to the full directory of RCT projects. This enabled us to count the number of projects and review their primary attributes (ID, Name and Number). It quickly became clear that the free text project naming is very inconsistently applied and often gives little indication of assessment coverage. As we are aiming to increase the visibility of many projects by the addition of NR security groups the naming of those projects should also be improved to assist with searching, grouping and interpretation.

'Project Name' - Network Rail has introduced recommended project naming conventions in s7.3 of our guidance note NR/GN/ESD07 (see item 6 below). While adding Network Rail security groups we invite RCT users, project administrators and project managers to make amendments to their project naming to align with our guidance.

'Project Number' – we would also like to see more consistent use of the RCT project number field to include the Oracle Project (OP) code as a minimum. Where projects are assigned to subordinate OP Task Codes these should also be reported.

A good practice example which applies the improved naming convention approach is shown here:



The screenshot shows the RSSB Rail Carbon Tool interface. At the top, there is a search bar with the text "NR NW&C" and a "Search" button. Below the search bar, there is a "Results" section with a table of project data. The table has columns for ID, Name, Number, and Relevance. A red circle highlights the first row of the table, which contains the following data:

| ID | Name | Number | Relevance |
|--------|---|--------|-----------|
| 882755 | NR NW&C - Electrification & Fixed Plant - Wigan to Bolton Electrification | 713997 | 100% |

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*Note 3: In accordance with our guidance document NR/GN/ESD07, section 7.3 the project naming edits should **also** be applied to personal training projects or other personalised files, by addition of a standardised naming prefix such as “RCT Training –”, or equivalent. This will make it clear to RSSB RCT system administrators which projects are personal training and can be differentiated from genuine carbon assessments of actual projects.*

6 Further Guidance

In February 2022 Network Rail published a new guidance note ‘Managing whole life carbon in infrastructure’ NR/GN/ESD07 Issue 2. This aims to provide a range of much needed interpretation for our project teams to improve the understanding of methodologies for whole life carbon assessment. The link to the guidance note is provided here: <https://safety.networkrail.co.uk/wp-content/uploads/2022/02/NRGNESD07-Issue-2-1.pdf>

Section 7 of the guidance includes specific content on getting the best from the Rail Carbon Tool and covers aspects including:

- Section 7.1 – Recommendations on how the Network Rail security groups should be routinely included in project security permissions on new projects.
- Section 7.2 – Availability of standard project tree blank templates aligned to PAS 2080 / BS EN 17472:2022 lifecycle modules.
- Section 7.3 - Recommendations for improving project naming conventions to help us:
 - a) group NR projects regionally (where appropriate)
 - b) collate projects that cover similar asset carbon assessments.

RSSB will also incorporate this guidance in future RCT user training to promote these practices.

How to add security groups?

For those unfamiliar with how to add security groups to RCT projects we have produced a supplementary guidance document that recaps the proposals above and includes illustrated step by step guidance on how to add security groups. This can be provided on request.

7 Action

RCT users, project administrators and project managers are requested to apply the approaches described above. Where RCT users want to add NR security groups to their projects but don't have the right permissions themselves they should either:

- Contact the RCT project administrator or manager for their project
- Contact the RSSB to request Project Manager access for themselves via railcarbontoolsupport@RSSB.CO.UK

For further information please contact clive.jones@networkrail.co.uk

Many thanks

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