



Network Rules > Work on Track

WT02 Local Possession Authority (LPA)

WT02 - 1.0 Purpose

To prescribe the rules for authorising and issuing a Local Possession Authority.

WT02 - 2.0 General

All Concerned

You must plan work in the rail network in accordance with the rule; *[WT01 - Planning Work in the Rail Network]*.

A Local Possession Authority:

- authorises the closure of a defined section of track for a specified period
- gives exclusive occupancy for the defined section of the track
- is issued exclusively to a Possession Officer.

Multiple worksites, associated rail traffic and equipment may occupy the track section or sections within the Local Possession Authority limits.

A *[LPA1]* Form is used in association with a Local Possession Authority.



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WT02 - 3.0 Possession Officer

Possession Officer

In accordance with the procedure;

[NP02 - Using a Local Possession Authority], you must:

- request the Local Possession Authority
- make sure the Local Possession Authority is protected against the entry and, where necessary, the exit of unauthorised rail traffic
- manage the establishment and protection of worksites
- authorise any work to commence once protected
- be the only point of contact with the Rail Controller and workgroups for worksite protection
- make sure that each worksite under the Local Possession Authority has a Track Protection Officer while work is being performed
- establish and maintain communication with Track Protection Officers
- make sure the Track Protection Officers keeps the track between worksites and protecting locations clear of obstructions
- coordinate the protection of all worksites within the Local Possession Authority
- make sure that work within the danger zone does not commence until all protection is in place
- coordinate the movement of all rail traffic into and within the Local Possession Authority.

You must arrange with the Rail Controller for a Track Work Authority or Track Occupancy Authority to adjoin the Local Possession Authority.

A Possession Officer must be identified by PO armlet (white with blue lettering PO) which is worn on the upper left arm.



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WT02 - 4.0 Track Protection Officer

Track Protection Officer

In accordance with the procedure;

[NP02 - Using a Local Possession Authority], you must:

- comply with the instructions of the Possession Officer
- make sure a safe separation is maintained between worksites
- protect worksites with in-field protection as determined by the *[WP4 – Worksite Protection Permit]* Form
- be at the worksite when work is being undertaken in the danger zone
- make sure that other work will not interfere with Track Protection Officer duties.

WT02 - 5.0 LPA Limits

Rail Controller

You must apply Blocking Facilities, where possible, to prevent unauthorised rail traffic from entering and exiting the Local Possession Authority.

Possession Officer

Before the work commences, you must make sure:

- the protection is placed at the Local Possession Authority limits as detailed in accordance with the procedure *[NP02 - Using a Local Possession Authority]*, and
- any intermediate crossovers and points that allow entrance into the defined limits of an LPA are to be clamped away so as to restrict entrance into the LPA, and
- the Rail Controller has applied Blocking Facilities, where possible.

You must be the only person to authorise the operation of any points or crossovers within the Local Possession Authority.



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WT02 - 5.1 Multiple Worksites

Possession Officer

You must make sure that if the Local Possession Authority includes more than one worksite, a Track Protection Officer has been appointed at each worksite.

Track Protection Officer

You must manage multiple worksites in accordance with the procedure *[NP02 - Using a Local Possession Authority]*.

WT02 - 6.0 Authorising an LPA

Rail Controller

When authorising a Local Possession Authority to the Possession Officer, you must:

- only authorise the use of a Local Possession Authority for the track section under your control
- not issue a Local Possession Authority if the track has an authority already issued
- only authorise a Local Possession Authority to the Possession Officer by issuing a *[LPA1]* Form
- record the details of the Local Possession Authority before authorising the *[LPA1]* Form.

WT02 - 7.0 Rail Traffic

Rail Controller

You must only allow rail traffic associated with the Local Possession Authority up to the Local Possession Authority limits.

Possession Officer

Before authorising rail traffic to enter the Local Possession Authority limits, you must:



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- make sure the track is safe for the rail traffic movement, and
- make sure there is safe separation between a workgroup and any rail traffic movement, and
- only authorise entry for rail traffic that is associated with the Local Possession Authority, and
- coordinate all rail traffic movements within the Local Possession Authority.

You must not authorise any following rail traffic into the Local Possession Authority until:

- the location of the first rail traffic is confirmed, and
- it has either:
 - arrived at the designated location and stopped, or
 - has reported clear and complete beyond the location where the second rail traffic movement will end.

Rail Traffic Crew

Before entering the Local Possession Authority, you must:

- verify with the Possession Officer that the Local Possession Authority is in effect, and
- receive authority from the Possession Officer to enter the Local Possession Authority.

WT02 - 7.1 Entering and Travelling Within the LPA Limits

Possession Officer

Rail traffic associated with the Local Possession Authority entering and travelling within the Local Possession Authority limits must:

- be piloted, or
- receive written or verbal instructions from the Possession Officer.



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WT02 - 7.2 Piloting

Possession Officer

When a pilot is used to direct the Rail Traffic Crew, the Possession Officer or Delegate must act as the Pilot in accordance with the procedure *[NP11 - Piloting Rail Traffic]*.

WT02 - 7.3 Rail Traffic Departing an LPA

Rail Traffic Crew

You must have authority from the Rail Controller to depart the Local Possession Authority.

All Concerned

You must treat all intermediate signals within the Local Possession Authority as disabled unless told otherwise.

WT02 - 7.4 Rail Traffic Remaining in the Section

Only one rail traffic is permitted to remain in a previously closed track section after work.

When rail traffic is required to remain in the section, the Rail Controller must leave Blocking Facilities applied until the rail traffic has arrived at the station/signal in advance intact and in-clear.

WT02 - 8.0 Change of Possession Officer

All Concerned

You must:

- detail the name and contact details of the relieving Possession Officer on the *[LPA1]* Form, and
- inform the relieving Possession Officer about the details of the Local Possession Authority and all worksite protection arrangements.



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WT02 - 9.0 Extending the LPA Worksite Time

Possession Officer

When work is not completed within the time allocated for the Local Possession Authority, you must extend the Local Possession Authority or take out another form of Work on Track Authority.

If the Rail Controller agrees to the extension, you must record on the [LPA1] Form:

- the new Local Possession Authority end time, and
- the time the extension was agreed.

Rail Controller

If the extension is agreed, you must record on the [LPA1] Form:

- the new Local Possession Authority end time, and
- the time the extension was agreed.

WT02 - 10.0 Fulfilling an LPA

Possession Officer

You must only fulfil a Local Possession Authority when:

- work is continuing under another Work on Track Authority, or
- the Rail Controller has been told:
 - the workers and equipment are in a safe place, and
 - all protection has been removed, and
 - the track section is certified for operations.

All Concerned

A Local Possession Authority may be:

- fulfilled for the entire track sections included in the Local Possession Authority.



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Possession Officer

You must inform the Rail Controller about any operating restrictions that are to be placed or removed.

Rail Controller

You must make a record of any operating restrictions that are in place and inform any rail traffic of these restrictions.

All Concerned

When work is to continue under another Work on Track Authority, you must make sure the protection for the Local Possession Authority is not removed until the new Work on Track Authority is issued.

When rail traffic is required to remain in the section, the Rail Controller must leave Blocking Facilities applied until the rail traffic has arrived at the station/signal in advance intact and in-clear.

WT02 - 11.0 Keeping Records

Possession Officer

You must keep records for the Local Possession Authority for six months.

WT02 - 12.0 Related Documents

Rule *[WT01 – Planning Work in the Rail Network]*

Procedure *[NP02 – Local Possession Authority]*

Procedure *[NP08 – Securing Points]*

Procedure *[NP09 – Using Identification and Verification of Location]*

Procedure *[NP11 – Piloting Rail Traffic]*

Form *[LPA1 – Local Possession Certificate]*

Form *[WP4 – Worksite Protection Permit]*

Manual *[Rail Traffic Operations]*



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WT02 - 13.0 Effective Date

15 August 2022