

## PAPER TO RDG BOARD

**Meeting Date:** 7 June 2018  
**Paper Title:** Minutes from last meeting  
**Author:** Naomi Rial  
**Sponsor:** Paul Plummer  
**Paper Date:** 24 April 2018  
**Reference:** Paper 1a

---

**24 APRIL 2018**

### ATTENDEE LIST

Attendees	Organisation
Mark Carne	Network Rail
Paul Plummer	RDG
David Brown	Go-Ahead
Dominic Booth	Abellio
Gary Long	Freightliner
Jo Kaye	Network Rail
Peter Strachan	Serco
Steve Montgomery	First Group
Tim Shoveller	Stagecoach
Edward Welsh	RDG
George Lynn	RDG
Gary Cooper	RDG
John Thomas	RDG
Robert Nisbet	RDG
Naomi Rial (notes)	RDG
<b>Guest Attendees:</b>	
David Statham	SouthEastern
Andy Wakeford	RDG

**Apologies:** Chris Burchell (Arriva), Gordon Wakeford (RSG); Tim O'Toole (First Group), Alistair Gordon (Keolis), Ernesto Sicilia (Trenitalia), Jeremy Long (MTR), Hans-Georg Werner (DB Cargo), Mark Thurston (HS2), Phil Whittingham (Virgin)

## MINUTES OF LAST MEETING

Item No.	Approval of the record
1	<p>Mark Carne welcomed everyone to the meeting.</p> <p>Apologies from Chris Burchell, Tim O'Toole, Gordon Wakeford, Mark Thurston, Hans-Georg Werner, Phil Whittingham, Alistair Gordon and Jeremy Long.</p> <p>Mark Carne welcomed Gary Long from Freightliner and RDG's new Regional Director, Robert Nisbet, both attending the meeting for the first time.</p> <p>Mark Carne thanked Edward Welsh on behalf of the board for his contribution over the last 8 years and wished him well in his new role in the health sector.</p> <p>The minutes of RDG Board on 13 March 2018 were accepted as a true and accurate record. All actions were either covered by the agenda or not yet due.</p>

Item No.	RDG activity update			
2	<p>Mark Carne provided a brief update on the Network Rail transformation programme and on two recent reviews that have taken place concerning project delivery.</p> <p>Paul Plummer introduced the updates on RDG Board Priorities and the relevant Executive leads highlighted progress and issues.</p> <p>It was agreed that the reports will distinguish between the industry risk (output) and the progress of plans being delivered to address the risk (input).</p> <p>Gary Cooper summarised the outputs from the recent a performance conference at Westwood, with one of the key takeaways being that there is plenty of known best practice and guides already in existence and we need to use them. The NTF report on the outputs and a plan of work to address issues will be available on 9 May. Tim Shoveller advocated the provision of a performance fund, similar to that used in CP4, to allow for whole system business cases to be backed.</p> <p>John Thomas summarised progress made on franchise reform work, with input from PSSG and Reform Board. There was discussion around the franchise reform work and the need to focus on the solution to the wider issues, rather than narrowly focusing on East Coast. There will be a further discussion with Owing Group CEOs in advance of further engagement with ministers.</p>			
1804.01	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">JT to distribute a summarised version of the Franchise Reform positioning to OGs, following up with a workshop/pre-meet as required</td> <td style="width: 20%; text-align: center;">JT</td> <td style="width: 20%; text-align: center;">15/05/18</td> </tr> </table>	JT to distribute a summarised version of the Franchise Reform positioning to OGs, following up with a workshop/pre-meet as required	JT	15/05/18
JT to distribute a summarised version of the Franchise Reform positioning to OGs, following up with a workshop/pre-meet as required	JT	15/05/18		

<b>Item No.</b>	<b>Approval &amp; endorsements: 2018/19 budget</b>
<b>3</b>	<p>The outstanding element of the 2018/19 RDG budget relating to communications was approved.</p> <p>It was agreed that the approval for 2018/19 does not form part of the baseline for future years' budget discussions. Membership fees will be updated to reflect this approval.</p>

<b>Item No.</b>	<b>Customer portfolio: Fares</b>
<b>4</b>	<p>David Statham and Andy Wakeford joined the meeting to update the board on progress with the fares activity. Within the next couple of weeks, the KPMG report will be shared with the DfT and plans following that were also discussed and agreed.</p>

<b>Item No.</b>	<b>Communications &amp; Engagement portfolio: 2018 annual conference</b>
<b>5</b>	<p>The next annual RDG conference is taking place on 4<sup>th</sup> June and all members were encouraged to attend.</p>

<b>Item No.</b>	<b>Forward Agenda &amp; AOB</b>
<b>6</b>	<p>Questions were asked about the Informed Traveller process and how lessons have been learnt from the May timetable change to make sure the same problems don't happen again in December. A report has been commissioned by NTF and is reporting back shortly.</p> <p>Jo Kaye acknowledged that an increase in short notice requests for access have been causing problems for TOCs and this is being addressed within Network Rail. A wholesale review of the Network Code is required and will be kicked off once the current problems have been resolved. Gary Cooper advised that this is already in hand, for the NTF Dan Boyde is reviewing the causes of the failures to meet Informed Traveller timescales and to, if necessary, make recommendations for change. This a separate piece of work to the work to get back to T-12 that the SO is leading.</p>

*This page is intentionally blank*