

PAPER TO RDG BOARD

Meeting Date: 6 November 2018
Paper Title: Minutes from last meeting
Author: Naomi Rial
Sponsor: Paul Plummer
Paper Date: 18 September 2019
Reference: Paper 1a

DATE OF LAST MEETING: 18 SEPTEMBER 2018

RDG OFFICES, 200 ALDERSGATE STREET, LONDON EC1A 4HD

ATTENDEE LIST

Attendees	Organisation
Chris Burchell	Arriva
Andrew Haines	Network Rail
Paul Plummer	RDG
David Brown	Go-Ahead
Jo Kaye	Network Rail
Martin Griffiths	Stagecoach
Peter Strachan	Serco
Hans-Georg Werner	DB Cargo
Steve Montgomery	First Group
Phil Whittingham	Virgin
Jeremy Long	MTR
Julian Edwards	Abellio
Julian Drury	Trenitalia
Robin Gisby	DOHL
Robert Nisbet	RDG
John Thomas	RDG
Gary Cooper	RDG
Ola Ogun	RDG
Jac Starr (Item 5)	RDG
Naomi Rial	RDG
Guest Attendees:	
Paul McMahon (Item 3)	Network Rail

Apologies: Gordon Wakeford (RSG), Mark Thurston (HS2), Dominic Booth (Abellio), Ernesto Sicilia (Trenitalia), Patrick McCall (Virgin), Alistair Gordon (Keolis)

MINUTES OF LAST MEETING

Item No.	Approval of the record
1	<p>CB welcomed everyone to the meeting.</p> <p>Andrew Haines and Robin Gisby were welcomed as new members of the Board for Network Rail and DOHL respectively. Ola Ogun, RDG's new Finance Director, was also introduced.</p> <p>DfT OLR Holdings Ltd have fulfilled the criteria for Full RDG membership and Robin Gisby is agreed as the representative on the RDG Board and Richard George as the alternate.</p> <p>The minutes from the last meeting held on 7th June 2018 were agreed as a true and accurate record.</p>

Item No.	RDG activity update
2	<p>PP summarised progress with some of the RDG Board Priorities which were not due for discussion on the agenda. On Digital Railway there was support for work to make this a genuine industry programme and it was suggested, and supported by the Board, that the Stock & Crew work should be re-joined with Traffic Management.</p> <p>On the periodic review, Andrew Haines said they had proposed that Schedule 8 benchmarks need to be reset now with a reopener after two years and this would be discussed with other members to seek a common position.</p>

Item No.	Today's and Tomorrow's Railway Portfolio
3	<p>Industry timetable assurance update</p> <p>Paul McMahon joined the meeting to talk about the industry timetable assurance work that the newly established PMO is leading. The Board agreed that the PMO does not take away the need for each operator to be fully accountable for their own planning process and delivery.</p> <p>There is a paper going to the next NTF about longer term improvements to the timetable process and Andrew Haines suggested that the scope should also include checks on quality/performance.</p>

	<p>The Board agreed that the PMO also needs to take a longer term look ahead to future timetable commitments and phasing and that NR would be engaging with OGs on this.</p> <p>Restoring Train Service Punctuality Now</p> <p>The discussion about train performance resulted in a general consensus that NTF should be empowered to remind members that we have long established good practice processes and behaviours that we must follow (and it's likely that the Steer review will reinforce this.)</p> <p>Performance must be owned locally but NTF has a role in doing deep dives of performance plans, root causes and systems causes. The Board agreed it is important to send some positive messages about actions that can be taken e.g. by solving locally known performance issues that have been left.</p> <p>The Board asked GC and Mark Hopwood, Chair of NTF, to report back to the Board on what NTF can do, and whether the frequency of meetings needs to be reviewed.</p> <p>GC will be summarising the performance discussion and circulating for cascade. Paul Plummer will come back to the Board about how we externally communicate to the public and media about performance, but at least until then, the messaging will be to our people rather than to customers or the public.</p>		
1809.01	GC to provide cascade brief to members following performance discussion	Gary Cooper	28/09/18
1809.02	PP to propose the external message about performance	Paul Plummer	12/10/18
1809.03	GC and Mark Hopwood to report back on the NTF led industry response to the board discussion on performance	Gary Cooper	November Board

Item No.	Industry Reform Portfolio
4	<p>JT updated the Board on the actions being taken by RDG to gear up for the Rail Review, including the appointment of a programme manager and steering through Reform Board (which will now meet more regularly).</p> <p>It is likely that this will be a big piece of work and a key focus for RDG, which may have an impact on other areas of work. JT emphasised that we will need robust evidence to support positions if we are to influence the review and that we will also need significant member input.</p>

	<p>The Board agreed that the ambition should be to submit a joint proposal with Operators and Network Rail. JT will come back to the Board with a more detailed plan and resource requirements once the scope is understood.</p> <p><i>[AH left the meeting]</i></p>		
2018.04	JT to confirm if we have skills and access necessary to fully engage in the rail review	John Thomas	November Board

Item No.	Customer Portfolio
5	<p>Fares reform update</p> <p>Jac Starr gave a brief update on the fares reform consultation. The analysis of the consultation responses will be available on 12 October and worked up proposals will be brought back to the Board. Board members were invited to follow up with Jac with any specific questions.</p>

Item No.	Approvals
6	Approval was given to RDG 2017/18 Legal Entity Accounts.

Item No.	Meeting close
7	CB closed the meeting