

PAPER TO RDG BOARD

Meeting Date: 18 December 2018
Paper Title: Minutes from last meeting
Author: Naomi Rial
Sponsor: Paul Plummer
Paper Date: 16 November 2018
Reference: Paper 1a

6 NOVEMBER 2018

RDG OFFICES, 200 ALDERSGATE STREET, LONDON EC1A 4HD

ATTENDEE LIST

Attendees	Organisation
Chris Burchell	Arriva
Andrew Haines	Network Rail
Paul Plummer	RDG
Charlie Hodgson	Go-Ahead
Jo Kaye	Network Rail
Martin Griffiths	Stagecoach
Peter Strachan	Serco
Robin Gisby	DOHL
Steve Montgomery	First Group
Phil Whittingham	Virgin
Jeremy Long	MTR
Dominic Booth	Abellio
Julian Drury	Trenitalia
John Thomas	RDG
Andy Bagnall	RDG
Gary Cooper	RDG
Naomi Rial	RDG
Guest Attendees:	
Paul McMahan	Network Rail
David Statham	Southeastern
Andy Wakeford	RDG
Silke Avery (observer)	RDG

Apologies: Alistair Gordon (Keolis), Gordon Wakeford (RSG), David Brown (Go-Ahead), Ernesto Sicilia (Trenitalia), Mark Thurston (HS2), Hans-Georg Werner (DB Cargo)

MINUTES OF LAST MEETING

Item No.	Approval of record
1	<p>Chris Burchell welcomed everyone to the meeting.</p> <p>Keolis UK Limited have fulfilled the criteria for Full RDG membership and Alistair Gordon is agreed as the representative on the RDG Board.</p> <p>The Board noted the tragic accident this week where a contractor working on a possession was struck outside the possession limits near South Croydon. The Board expressed sympathy and was given a brief description of what is already known.</p> <p>The Minutes from last meeting</p> <p>The minutes from the last meeting held on 18 September 2018 were agreed as a true and accurate record.</p> <p>Action updates</p> <p>Actions are either complete prior to the meeting or on the agenda for discussion.</p>

Item No.	RDG activity update			
2	<p>CEO Report</p> <p>Paul Plummer referred Board members to the priority dashboard reports.</p> <p>Paul noted a correction to the wording about the Ombudsman in the CEO report that now reads: <i>'Customer Board members for the Owning Groups have agreed to mitigate the impact of Network Rail's partial membership by covering the cost of settling claims where infrastructure is the root cause.'</i></p> <p>Andrew Haines asked whether there was adequate Network Rail representation for stations and Jeremy Long thought that representation is quite good, but an additional route person would be helpful.</p> <p>Paul highlighted the need to engage with Board members or their Finance Directors/CFOs in relation to the RDG budget discussions.</p> <p>Paul will come back to the Board having reviewed the current Board priorities.</p>			
1811.01	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Paul to propose revised RDG Board priorities for agreement</td> <td style="width: 20%;">Paul Plummer</td> <td style="width: 20%;">March meeting</td> </tr> </table>	Paul to propose revised RDG Board priorities for agreement	Paul Plummer	March meeting
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Item No.	Approvals and endorsements
3	<p>Paul Plummer sought approval for the establishment of a Nominations Committee, primarily to review the person specification of the Chair role and consider Chris Burchell's tenure as he nears two years in the role. Members of the Committee will be Chris Burchell, Andrew Haines, David Brown and Paul Plummer. Proposal agreed.</p>

Item No.	Today and Tomorrow's Railway Portfolio		
4	<p>Paul McMahon joined the meeting to provide an update on timetable progress. He reported that there are no show-stopper red risks for December 2018 and that many of the RAG statuses reported in the paper have been updated since recent TOC deep dives have taken place. Board members confirmed where risks still remain currently, they are confident in their plans to mitigate any serious or widespread impact on customers.</p> <p>Jo Kaye reported that the D26 May 2019 offer will be with operators by next Friday as per agreed timescales (except for a recent GTR weekend bid). For December 2019 Crossrail is the most significant factor to consider. Paul McMahon will report back to the Board in correspondence about the updated RAG status for the May 19 timetable – particularly in relation to the treatment and options around any continuing red risks, given where we are in the timetable process.</p> <p>Andrew Haines plans to bring back proposals to improve the BAU timetabling process in February.</p> <p>Performance</p> <p>The proposal to extend the RDG Board meeting to provide strategic leadership on train performance was approved. In future there will be a 'Part B' to RDG Board and Gary Cooper will bring back more detail on this proposal for the December RDG Board meeting.</p> <p>People plan</p> <p>Gary Cooper updated the Board on the development of the 'People Plan' in time for the November roundtable with the SOS. There was support for the development of a long-term employee engagement plan and Gary will share an update at December RDG Board.</p>		
1811.02	AH to come back to the February Board on proposals to improve the BAU timetabling process	Andrew Haines	February meeting

1811.03	Paul McMahon to update the board in correspondence on the RAG statuses following recent deep dives	Paul McMahon	16/11/18
1811.04	Gary Cooper to present more detail on the new Part B of the RDB Board meeting, providing strategic leadership on train performance	Gary Cooper	December meeting
1811.05	Gary Cooper to provide an update on the People Plan	Gary Cooper	December meeting

Item No.	Customer Portfolio
5	There was support for the direction of travel regarding the Fares Review, with emphasis on presenting customer requirements and inputting to the Williams Review and government where choices will need to be made. It was also noted that further work needs to be completed to develop a clear and simple narrative about potential changes to meet those customer requirements through the programme board, followed by further discussion at RDG Board in December.

Item No.	Industry Reform Portfolio
6	John Thomas gave an update on RDG progress with input to the Williams Review, including a recent positive meeting with Keith Williams. The Board endorsed the key issues to address, that were outlined in the paper, with the addition of how to attract more private sector capital; ensuring that proposals are biddable (including taking into account implications of infrastructure risk transfer) as well as resilient to changes in circumstances and consideration of net cost contracts. John asked for continued support from members, in particular with sharing insights and ideas, as well as resources.

Item No.	Meeting close
7	A.O.B. None raised