

## PAPER TO RDG BOARD

**Meeting Date:** 26 March 2019  
**Paper Title:** Minutes from last meeting  
**Author:** Naomi Rial  
**Sponsor:** Paul Plummer  
**Paper Date:** 12 February 2019  
**Reference:** Paper 1a

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**12 FEBRUARY 2019**

**RDG OFFICES, 200 ALDERSGATE STREET, LONDON EC1A 4HD**

### ATTENDEE LIST

Attendees	Organisation
Chris Burchell	Arriva
Andrew Haines	Network Rail
Paul Plummer	RDG
Dominic Booth	Abellio
Tim Shoveller	Stagecoach
Peter Strachan	Serco
Steve Montgomery	First Group
Jeremy Long	MTR
Robin Gisby	DOHL
David Brown	Go-Ahead
Alistair Gordon	Keolis
Jo Kaye	Network Rail
Julian Drury	Trenitalia
Mr Tanaka	Mitsui
Gary Cooper	RDG
Naomi Rial	RDG
Andy Bagnall	RDG

**Apologies:** Gordon Wakeford (RSG), Phil Whittingham (Virgin), Hans-Georg Werner (DB Cargo), Martin Griffiths (Stagecoach), Ernesto Sicilia (Trenitalia), Mark Thurston (HS2)

## MINUTES OF LAST MEETING

Item No.	Approval of record
1	<p>Chris Burchell welcomed everyone to the meeting, and in particular, to Mr Tanaka, representing Mitsui, for the first time.</p> <p>The minutes were accepted as a true and accurate record of the last meeting on 18 December 2018.</p> <p>Jo Kaye’s paper on improving the timetabling process was noted, with the Planning &amp; Production Board to provide input and governance.</p>

Item No.	RDG activity update			
2	<p><b>Chair Report</b></p> <p>On behalf of the board, Chris Burchell extended his thanks to Gary Cooper for his commitment to the industry and hard work over the years, noting his key role in NTF since 1999.</p> <p><b>CEO Report</b></p> <p>Paul Plummer confirmed Mark Gaynor’s appointment as Interim Director PEO with the search for the long-term successor underway. Deborah Lewis is now Chief of Staff to Paul Plummer and secretariat for RDG Board.</p> <p><b>100 day plan</b></p> <p>Andrew Haines gave an update on the 100-day plan which included the recommendations and the organisational model which supports it. Andrew emphasised the importance of cultural change within Network Rail and this being seen as an industry change. Briefing material will be supplied to OGs to support consistent briefing of member organisations.</p>			
1902.01	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Andrew Haines to provide briefing material on the 100 day plan changes to members</td> <td style="width: 20%; text-align: center;">Andrew Haines</td> <td style="width: 20%; text-align: center;">19/2/19</td> </tr> </table>	Andrew Haines to provide briefing material on the 100 day plan changes to members	Andrew Haines	19/2/19
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Item No.	Communications & Engagement Portfolio		
3	<p>Andy Bagnall summarised the proposed revised communications strategy on behalf of the industry, specifically seeking approval of metrics, the use of the 'Big Plan, Big Changes' strapline and the simplified organising story.</p> <p>Following a lively debate, the recommendations in the paper were agreed with an action on Andy to come back to the board with more detail regarding the budget and deployment plans, as well as how to incorporate communication to the industry workforce in the strategy and how to reflect reinforcement of current / short term communications needs within the plan.</p>		
1902.02	Andy Bagnall to provide more detail on the budget, inclusion of comms to industry workforce and how to reflect reinforcement of current / short term communications needs within the plan.	Andy Bagnall	01/03/19

Item No.	Today & Tomorrow's Railway portfolio		
4	<p><b>May 2019 timetable and rolling stock</b></p> <p>Members were supportive of RDG's appointment of Phil Hinde to coordinate a national view of risks around fleet introductions. The need to be clear and transparent about the objectives of this consolidated approach was recognised.</p> <p>There was agreement by members to write to the SOS by Friday 15 February setting out TOC positions on readiness for May 2019 timetable changes.</p>		

Item No.	Industry Reform portfolio		
5	<p><b>Williams review</b></p> <p>Members were supportive of attempting to agree a collective submission to the Williams review.</p> <p>There was consensus that focus should primarily be on what customers want with less emphasis on the form and structure of the industry. Also, there should be focus on the role of private sector generally and not just in franchising.</p> <p>Members were encouraged to continue supporting the working groups and to use bilateral conversations to feed in more radical views directly to RDG.</p>		

	<p>Members were asked to share their own submissions with RDG even if this is not for sharing with all members.</p> <p>Keith Williams is giving the George Bradshaw address on 26 February.</p> <p><b>Brexit update</b></p> <p>Paul Plummer summarised the position on Brexit preparedness, particularly around a no-deal scenario and the related risks. Broad support was given for Paul's letter to the SOS, with comments on drafting to be incorporated. A summary of discussions will be emailed to members following the Brexit meeting on Thursday. Andrew Haines also asked the RDG European team to clarify with Paul Collins what further information is required from Network Rail.</p>
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Item No.	Business plan & budget
6	<p><b>Budget</b></p> <p>The update on the RDG 19/20 budget was noted. The budget will be tabled for endorsement at the March Board meeting.</p>

Item No.	Meeting Close
7	No AOB