

## ACTIONS / POINTS TO NOTE FROM 28 OCTOBER 2015 NTF MEETING

ACTION	WHAT	WHO	WHEN
	<p><a href="#">15 2810 NTF Paper A - Performance Report NTF 1607</a></p> <p>Chris Burchell remarked that performance in P7 was poor (as referenced in Paper A) and expressed specific concern about the number of TSRs, particularly going into autumn and on the 18 month increase in TOC - self delays noting that a low number of TOCs is the main cause of the problem.</p> <p>Post meeting note there is activity within the ATOC Planning and Performance Forum to understand the causes of and causers of this trend and to gain assurance that plans are in hand. A report can be made to NTF.</p> <p>Phil Hufton explained cyclic top remains a big issue but twist failures and repeat failures continue to increase, adding that NR is still addressing the backlog of maintenance work.</p>		
	<p><a href="#">15 2810 NTF Paper B - EMT Three Greens - Smith</a></p> <p>Steve Hughes highlighted the performance benefit of replacing low cost components on inspection rather than on condition and the need for front-line staff expertise to be used in reviewing asset management processes, standards and practices.</p> <p>Ian Smith emphasised the benefit of having a stable and experienced pool of staff and a new readiness review process for projects which has led to an 80% improvement on possession overruns compared to last year.</p> <p>Phil Hufton explained that NR is strengthening the role of the scheme sponsor to help provide scrutiny of performance improvement plans and advised that Route Asset Management Plans are still being refined but are available for operators to view and that the ultimate goal is joint sponsorship by Routes and TOCs of asset management plans irrespective of the asset owner.</p> <p>The Chair praised the approach to maintaining critical assets, and requested the learning be shared across the routes.</p> <p>Members discussed the issues caused by key individuals moving roles and the need to rebuild working relationships. It was noted that succession management plans are key and that NR is now putting these in place.</p>	<b>PH</b>	<b>January NTF</b>
15 2810/01	<p><a href="#">15 2810 NTF Paper D - Winter Prep - Haddock Donnelly</a></p> <p>Brian Haddock explained that some of the risks highlighted in the paper have now been resolved but he remains concerned at the level of planning for implementing Key Route Strategies.</p>		

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	<p>Members commented that in many cases the work required for the December timetable change has delayed the development of A for B contingency timetables. Fiona Dolman received confirmation that mitigations exist between Routes and TOCs for handling KRS through real-time updates to TRUST where no contingency plan exists in ITPS.</p> <p>i) Fiona Dolma agreed to coordinate an update for each operator on their intention to provide contingency timetables and their current status to be shared with NTF in correspondence.</p> <p>ii) Brian Haddock raised an issue with conductor rail heating at Weymouth and Hazelmere following a renewals programme he will ensure this is resolved through the stage gate process.</p> <p>iii) Phil Hufton to ensure the renewals specification policy and practices ensure that existing functionality is recommissioned as part of the renewals process unless consciously agreed otherwise.</p> <p>iv) Phil Bearpark raised a risk in providing drivers for autumn and winter 2016 treatment trains given the reduction in drivers in the FOCs and their recruitment by passenger TOCs. Brian Haddock to ensure that the issue is picked up in time to be mitigated for next year and to give early comfort to NTF.</p>	<p><b>FD</b></p> <p><b>BH</b></p> <p><b>PH</b></p> <p><b>BH</b></p>	<p><b>06/11/15</b></p> <p><b>13/11/15</b></p> <p><b>31/12/15</b></p> <p><b>March NTF</b></p>
15 2810/02	<p><a href="#">15 2810 NTF Paper C - WRCC &amp; TRR update - Geldart</a></p> <p>Richard Geldart explained the programme is moving to using the baseline capability of each route to identify future actions.</p> <p>i) Richard to consider through the WRCC Programme Board with Phil Bearpark as NTF Champion how best to engage with Operators in a business as usual situation</p> <p>ii) Richard Geldart to review the governance arrangements for the programme following member challenge and provide comfort (or not) in a paper to note to 25 November NTF if possible or in correspondence before Christmas.</p> <p>Discussion moved on to the actions arising from the Transport Resilience Review and Richard explained that while the majority of recommendations have been delivered the action for the development of a Landowners Code has been delayed and is now tied to the review of lineside access legislation, with an expected completion date of March 2016.</p> <p>iii) Gary Cooper to confirm whether a further response to the Brown Review is due and if so when and build into future NTF plan</p> <p>Moving onto drainage, Richard advised members that a new Professional Head of Drainage role has been created to maintain focus on this issue.</p>	<p><b>RG</b></p> <p><b>RG</b></p> <p><b>GC</b></p>	<p><b>01/11/15</b></p> <p><b>18/12/15</b></p> <p><b>25/11/15</b></p>

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	iv) Given that the need for upgraded and maintained drains was the single biggest issue for the operators input to the resilience review Richard was asked to identify for each Route, how many sites have had drainage activities undertaken within the last 2 years.	<b>RG</b>	<b>18/12/15</b>
15 2810/03	<p><a href="#">15 2810 NTF Paper E1 - PIDD Update October 2015 - Durk</a></p> <p>Discussion centred on the question of providing central funding for some PIDD schemes.</p> <p>i) Members agreed to develop the TISL proposal</p> <p>ii) Jason Durk to work with Peter Wilkinson to identify where DfT support for funding improvement activity will speed up delivery.</p> <p>iii) RDG to consider how TOCs can be covered for residual value where they invest in PIDD.            Post meeting note: clarification from RDG policy given that ‘recent and future franchise competitions include provisions for bidders to propose investments both during the bidding stage and once a franchise is operational, building on the pre-existing provision for a fair valuation of designated Franchise Assets at any change of franchise. This is designed to encourage whole-life investment and ensure that emerging opportunities are not missed through an inadequate period of amortisation. The industry, recognising that passengers rightly expect high standards of information and assurance, particularly during times of service disruption, may wish to propose initiatives through NTF and PIDD which may trigger investment in equipment with asset lives that span franchises. We are seeking assurance from Rail Executive that such investment would be looked on favourably both in terms of inclusion within bids and through in-life contract variations that designate it as franchise assets and thus eligible for an efficient price to be determined at the point of a franchise change’.</p> <p>iv) Jason Durk is still collating the good practice on improving PIDD culture and will share this with NTF members.</p>	<p><b>JD</b> <b>JD</b> <b>GC</b></p> <p><b>JD</b></p>	<p><b>January NTF</b> <b>31 Nov</b></p> <p><b>January NTF</b></p> <p><b>31 Nov</b></p>
15 2810/04	<p><a href="#">15 2810 NTF Paper E2 - CI Strategy update NTF - Durk</a></p> <p>Jason Durk asked members for support to build an interface layer for programmes requiring a Darwin data feed, members agreed with the principle but asked that the Chief Information Officer’s (CIO) Forum endorse the proposal given the technical nature of the request.</p> <p>Post meeting note Jason Durk is to present at a CIO Forum’s Application Landscaping Workshop to get industry agreement and then Jason Webb (NRE CIO forum member) is to take proposal to next forum and has made contact with Carol Wharton. (Currently while released for Shaw review Susan Cooklin has handed over Chair role to Carol).</p> <p>Members queried whether the Connected Train Identity proposal was the best solution given other industry systems. Post meeting ATOC Engineering and NRE are in dialogue but are of the shared view that no other</p>	<b>JD/JW</b>	<b>November NTF</b>

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	<p>industry system (including Genius) can meet the requirement,</p> <p>Noting that the passenger information part of PIDD can only successfully occur if the preceding processes work successfully Paul Brogden agreed to look at the link between PIDD and Command and Control. Post meeting note; the PIDD ACOP and NR equivalent do already make this link.</p>		
15 2810/05	<p><a href="#">15 2810 NTF Paper F - BML Capacity Study - Gilbert</a></p> <p>Tim Gilbert and Nigel Best explained that much of the work of the original BML study has now been incorporated into the TRIP Programme. Their findings from this latest study suggest that planning to 15 second intervals can bring significant performance benefit but it does increase the complexity and triples the number of planning values. Fiona Dolman suggested that the work be picked by in the Digital Railway Programme – members did not agree to this. Instead Chris Burchell suggested applying the principles of this study in the most capacity stretched parts of the network. It was agreed that Fiona Dolman should lead an NTFOG Task and Finish Group to consider how to take the learnings from this study forward. Dean Johnson to facilitate the creation of the group, in particular to report back to NTF on applying 15 second planning CBA.</p>	<b>FD/DJ</b>	<b>March NTF</b>
15 2810/06	<p><a href="#">15 2810 NTF Paper G - TRIP update - Pickard Sugden</a></p> <p>Emma Pickard advised members that the TPR amendments identified by Wave 1 of the Programme will be passed to Operational Planning teams to deliver as the programme now focuses on Wave 2 analysis. She outlined the new ODA tool to members explaining that it is currently being trialled with VTEC and that short 2 week bursts of activity in areas with a large amount of subthreshold delay can identify a large number of issues requiring operational investigation.</p> <p>Operators draw TOC attention the offer made and for them to contact Emma <a href="mailto:emma.pickard@networkrail.co.uk">emma.pickard@networkrail.co.uk</a> should they want the analysis done.</p> <p>Fiona Dolman and Dave Scorey reinforced points initially made by Fiona and Dyan Crowther that the key to success is strong leadership of train planning teams from Director level with the focus on applying the process not seeking derogation.</p> <p>Peter Wilkinson expressed the Department’s desire for timetables which require a rigorous approach to driving.</p>	<b>TOC NTF Members</b>	<b>Now</b>
15 2810/07	<p><a href="#">15 2810 NTF Paper H - Christmas 2015 and New Year Engineering Works - Freeman</a></p> <p>i) Members noted the paper covered operational and programme readiness but failed to address Customer</p>	<b>FD</b>	<b>November NTF-</b>

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	<p>Handling Plan readiness despite requesting that it should (through the NTF Delivery Manager) and asked that this be covered in the note to NTF-OG and that these three points Operational, Programme Customer Handling Plan to form a standard basis for these papers going forward</p> <p>ii) Phil Hufton explained that there is a non-exec overview planned for the Christmas Engineering work and the summary outputs will be shared with NTF members, including TOC reps.</p> <p>iii) Details of who will be the National spokesperson and confirmation that the RDG Comms Team has engaged with NR and DfT comms teams was requested.</p> <p>iv) Fiona Dolman to include customer briefing in the ACOP.</p>	<p><b>DJ</b></p> <p><b>PH</b></p> <p><b>DJ</b></p> <p><b>FD</b></p>	<p><b>OG</b> <b>Future Papers</b></p> <p><b>November NTF</b></p> <p><b>November NTF</b></p> <p><b>May NTF</b></p>
15 2810/08	<p><a href="#">15 2810 NTF Paper I - December 2015 Timetable Change Brief - Freeman</a></p> <p>Fiona Dolman explained that while the Code of Practice for timetable change is still under development some of the principles have been trialled with GTR for Dec '15.</p> <p>Peter Wilkinson raised a concern with the platform occupation at Victoria and was advised by David Scorey that the changes are all off-peak and that there is a specific section on the changes to Victoria in the implementation plan for GTR.</p>		
15 2810/09	<p><a href="#">15 2810 NTF Paper J – Train Planner Resourcing - Leppard</a></p> <p>Members agreed that the paper dealt with reward, recognition and retention but doesn't address the question of whether the industry train planning establishment is sufficient.</p> <p>i) Peter Leppard to be stood down</p> <p>ii) Gary Cooper and Fiona Dolman to agree how to take national establishment work forward</p> <p>Post Meeting Note: Fiona and Gary agreed that Dominic Medway on his return to NR will review train planner establishment against anticipated project and BAU workload</p>	<p><b>GC</b></p> <p><b>DJ</b></p>	<p><b>Done</b></p> <p><b>January NTF</b></p>
15 2810/10	<p><a href="#">15 2810 NTF Paper K - Day A for B timetables - Freeman</a></p> <p>This paper and the resulting actions were covered in action 15 2810/1 on Winter Preparations.</p>		