

## ACTIONS FROM 10 June 2015 NTF MEETING

ACTION	WHAT	WHO	WHEN
<b>15 1006/01</b>	<p><b>TRIP Programme Update (Formerly PPRP Phase 2) – Greg Sugden and Emma Pickard</b></p> <p>Greg outlined progress to date; OTMR data has been collected from every operator and the first wave of TPR changes for Northern and Great Western have been identified. Agreement on the changes need to complete by September to hit train planning timescales. He confirmed that freight would be represented at every TPR forum.</p> <p>The detailed CCF data used to analyse the train running times will be made available to operators in October. Greg confirm that this dataset contains freight as well as passenger services.</p> <p>Two project managers have been appointed and are the key contacts for the TPR reviews:</p> <p><b>Daniel Thompson:</b> LNW, Scotland, Wales and LNE/EM  <a href="mailto:Daniel.Thompson@networkrail.co.uk">Daniel.Thompson@networkrail.co.uk</a> tel. 07825257733</p> <p><b>William Paterson:</b> South East, Anglia, Western and Wessex  <a href="mailto:William.Paterson@networkrail.co.uk">William.Paterson@networkrail.co.uk</a> tel. 07515619568</p>		
	<p>i) Greg confirmed that the programme was aiming to get SRT changes into the time table from Dec 17. He was asked to consider if some of the simple changes (categories A-C) can be implemented as BAU without waiting for a timetable change and to for anything in categories D-F which becomes a problem to escalate to the relevant NTF member.</p>	<b>GS</b>	<b>On Going</b>
	<p>ii) Greg and Emma were asked to review Train Planner requirements/availability and identify any constraints and consider how to manage around that, for example could the change date be brought forward, could resource be found from elsewhere.</p>	<b>GS, EP</b>	<b>When known</b>
	<p>iii) Tim Shoveller said that guidance to train drivers needs to be right if the SRTs are to be met, he was asked to draft a problem statement with Gary Cooper for discussion at the July ATOC Operations Council</p>	<b>TS, GC</b>	<b>By 7 July</b>
	<p>iv) Gary Cooper nominated Jan's replacement to take over the role of theme Champion for better timetables. This was agreed with Jan post meeting. Two names have been proposed and Gary will</p>	<b>GC</b>	<b>July NTF</b>

ACTION	WHAT	WHO	WHEN
	advise Greg, Emma and NTF when Abellio have decided which one.		
15 1006/02	<b>Non-Track Assets – Robert Ampomah</b>		
	<p>Robert outlined a significant improvement in incident counts but noted that DPI is actually getting worse. A focus group has been set up looking at asset reliability at critical locations and the quality of asset installations, a similar effort is going in to improve fix times, noting that in some cases attempting an immediate fix can be worse for the train service than waiting until later in the day.</p>		
	<p>i) Chris Burchell asked again for information on the component targets for each asset type which are required if we are to meet planned PPM. Martin Frobisher suggested the Composite Reliability Index as a useful measure for Robert to explore. Neal Lawson to bring back to NTF.</p> <p>ii) Members questioned whether there was sufficient capability in the responders to identify faults quickly and repeated earlier requests for NR to consider whether something can be done to prevent shift changes happening during the morning and evening peaks, hampering response times when they are most critical.</p> <p>Neal Lawson reminded NTF of the BML study which found that different levels of asset performance were required to optimise PPM.</p> <p>iii) Robert was asked to escalate to NTF any delays with the rollout of GSMR software to version 3.4.1 or 3.5</p>	<p><b>RA NL</b></p> <p><b>RA NL</b></p> <p><b>RA</b></p>	<p><b>August NTF</b></p> <p><b>August NTF</b></p> <p><b>When needed</b></p>
15 1006/03	<b>Approach to Managing TSRs – Robert Ampomah</b>		
	<p>NTF noted that each Route has a plan against each TSR and raised the annual request that there should be a drive to get as many cleared before autumn/winter as possible.</p> <p>i) Gary Cooper was asked to try and find some old analysis done on the national number of TSRs and if there is a correlated performance impact.</p> <p>ii) Martin Frobisher noted that improving handback speeds can produce a significant performance benefit even if the TSR remains in place. NTF asked that NTF-OG review the progress of the work on the Operational mitigation of the performance impact of TSRs.</p> <p>Mark Hopwood reminded members that other third parties could help, e.g. noting that the DfT could help with the removal of level crossings</p>	<p><b>GC</b></p> <p><b>DM (NTFOG)</b></p>	<p><b>Now</b></p> <p><b>July NTFOG</b></p>

ACTION	WHAT	WHO	WHEN
<b>15 1006/04</b>	<p><b>Contingency Arrangements at London Termini – Gary Cooper and Phil Hufton</b></p> <p>It was agreed that Richard Morris and Nick Ambrose would be limited as described in Phil’s and Gary’s covering note. Some builds were given – the BTP (Paul Brogden) should be involved and as well as the 4 proposed reviews key interchange locations should be added.</p> <p>Richard and Nick also to produce a good practice guide for industry to use and this to be ready in time for the opening of Birmingham New Street. They are also to reconsider the appropriate groupings of stations for the reviews, add key interchanges that TOCs nominate to them noting that Marylebone could be part of the contingency for Paddington or Euston as an example.</p> <p>Members agreed that the Morris/ Ambrose/Brogden involvement would cease at this point and that the work would be owned by the industry to test against Birmingham New Street and facilitate future reviews.</p> <p>a) Gary Cooper to draft a letter from the NTF Chair to TOC and Route Managing Directors setting out what is agreed and its context</p> <p>b) To brief Richard Morris</p>	<p><b>GC</b></p> <p><b>GC</b></p>	<p><b>w/c 15/06</b></p> <p><b>w/c 15/06</b></p>

ACTION	WHAT	WHO	WHEN
<b>15 1006/05</b>	<b>PIDD – Jason Durk and Beth Batty</b>		
	Members agreed for Jason to replace Chris Scoggins as the PIDD Champion		
	Good progress in delivering the actions was noted and members agreed to the requested deadline extensions. Discussion centred on whether the delivery of actions was making a difference to the culture around PIDD.		
	Mark Hopwood pointed out that we are good at dealing with the facts but often miss the softer human issues. Do customer facing staff have the right levels of skills and confidence? If controllers note down on paper the changes they will implement later in the day, giving station staff iPads won't make them better informed.		
	i) Owing Groups were asked to raise a statement their TOCs progress with PIDD 45. Jason Durk will provide template TOCs to respond in time for early August NTF	<b>JD NTF TOC members</b>	<b>30 June 29 July</b>
	ii) Members agreed the principle of centrally funding some of the technical changes required to deliver PIDD but requested visibility of a draft process and a business case for each item which required to be funded centrally. Jason to provide where required.	<b>JD</b>	<b>TBC</b>
iii) Alan Price stated there was insufficient reference to PIDD in local plans. This will form part of the ATOC Operations Council July Review	<b>BB/GC</b>	<b>July Ops Council</b>	
iv) The new recommendations proposed following the Christmas Engineering work overruns were agreed in principle, subject to Jason completing the analysis and feasibility.	<b>JD</b>	<b>August NTF</b>	
v) Members also agreed to change the wording used to notify customer of a fatality to the wording suggested by IDG and the National Suicide Prevention Group and requested the supporting research be shared.	<b>GC</b>	<b>w/c 15/06</b>	
vi) Members noted that agreeing to the changes in the paper via this discussion at NTF constituted change control as required.			
<b>15 1006/06</b>	<b>Customer Information Strategy – Jason Durk</b> Jason explained that the funding was not signed off yet and the sticking point is the sharing of the IPR.	<b>JD</b>	<b>By 15 July</b>

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	Members requested visibility of the Darwin PIS system and Jason agreed to send a video of the system in action.		
<b>15 1006/07</b>	<p><b>What we measure – Stephen Draper</b></p> <p>Members discussed and were content with the progress to date in developing the thinking behind new metrics for CP6.</p> <p>Stephen requested member nominations for the communications professionals workshop 13:00 – 16:00 at ATOC/RDG on 29 June. Please mail <a href="mailto:hannah.moxon@raildeliverygroup.com">hannah.moxon@raildeliverygroup.com</a> and <a href="mailto:Richard.EllisHobbs@networkrail.co.uk">Richard.EllisHobbs@networkrail.co.uk</a>.</p>	<b>All</b>	<b>By 17/06</b>
<b>15 1006/08</b>	<p><b>Right Time starts showing on RTPPM Screens</b></p> <p>Members supported the implementation of the new screen as long as reasons were visible and a review undertaken (by NTF Delivery Manager)</p>	<b>DM</b>	<b>January 2016 NTF meeting</b>
<b>15 1006/09</b>	<p><b>Papers for noting</b></p> <p>Nigel Jones made members aware that the building of HS2 would likely mean that freight would be moving raw materials longer distances on the network. It was agreed that the August NTF would be used for a closer look at freight successes, challenges and issues.</p> <p>Lindsay Durham requested a correction for the Freight section of the Performance messaging.</p> <p>The Chair requested that figures for the lead indicators for all workstreams be supplied for the July meeting.</p> <p>Members noted the good work to produce the baseline weather capability maps. The ORR stated that some of the initiatives in local resilience plans remain unfunded, Richard Geldart (new workstream owner) to be invited to a future NTF to report progress against the baseline in each Route.</p>	<p><b>DM</b></p> <p><b>LD, GC</b></p> <p><b>NTF members</b></p> <p><b>DM</b></p>	<p><b>August NTF</b></p> <p><b>Now</b></p> <p><b>July NTF</b></p> <p><b>September NTF</b></p>

\*Key to non NTF members: GS = Greg Sugden, EP =Emma Pickard, RA = Robert Ampomah, JD = Jason Durk, BB = Beth Batty, SD = Stephen Draper