



# TRAFNIDIAETH CYMRU TRANSPORT FOR WALES

## TfW Rail Ltd Board minutes

**26 May 2023**

09:30 – 1300

Venue: Virtual

---

### Attendees

Peter Strachan (Chair), James Price, Heather Clash, Marie Daly, and Alexia Course.

In attendance: Ross Whiting (Sec).

The Chair welcomed everyone to the meeting.

#### 1a. Apologies for Absence

Jan Chaudhry Van der Velde sent his apologies.

#### 1b. Notice of Quorum

A quorum being present, the Chair welcomed everyone to the meeting and declared it open.

#### 1c. Declarations of Interest

None declared.

#### 1d. Minutes of previous meeting

The minutes from the meeting 28 April 2023 were approved as a true and accurate record. The latest Actions Log was noted.

### 2. Safety moment

The Board noted the safety moment information in the papers concerning the CVL ICC. Members considered the demarcation between activities and responsibilities from a safety management perspective, safety scenario planning and ensuring lessons learned from exercises.

### 3. Customer moment

The Board noted a presentation on station improvement contained in the meeting papers. Members agreed that a future ELT meeting should be held at St Patrick's house with a site visit to Cardiff Central Station to view and consider up-to-date plans [Action – Sec].

### 4. Chief Operations Officer report (Period: 01 (23/24) 01 April 2023 – 29 April 2023)

The Board received an update presentation on behalf of the Chief Operations Officer as contained in the meeting papers which noted that as with previous periods, rolling stock remained the most important issue amid the transformation programme. The Board was informed that the traincrew position was strong.

[REDACTED]

**5a. Safety Assurance Report**

*Leyton Powell joined the meeting.*

The Board noted the safety assurance report. Members’ attention was drawn to risks around the Aberdare line reopening and ORR, use of body worn cameras, the security review, learning from CAF 180 thermal events elsewhere, [REDACTED]

[REDACTED]

Members also received an update on draft RSSB customer incidents feedback, and it was noted that the full report is being reviewed.

**5b. Rail risk report**

The Board noted the report and agreed that a discussion would be held to determine how to ensure TfW Board and TfW Rail Board both have sight of and involvement in risk reports, and any necessary escalation process [Action – JP/LP].

**5c. Strategic KPI Report**

The Board noted the KPI report.

*Leyton Powell left the meeting.*

## 6. Commercial update

*Stephanie Raymond joined the meeting.*

[REDACTED]

The Board agreed that a paper would be brought to the June TfW Rail Board meeting which details a plan for ensuring revenue protection ticket scanning, and how improvements will be made to ensure the target of 80% is reached urgently **[Action – AC]**.

## 7. Financial review

The Board received a summary presentation on the papers contained in the meeting pack, including the main challenges to be aware of and work is being done to ensure planning through the year on capital spend, potential impact of upcoming industrial action, and work that is being undertaken on the budget for the next financial year in connection in the funding letter. It was agreed this budget would come to the TfW Rail Board prior to submission but may require decision by correspondence if timescales require this.

The Board considered and noted the TfW Rail ORR audit certificate and that it will be signed by Heather Clash.

*Stephanie Raymond left the meeting.*

## 8. Network Rail Performance

*Nick Millington joined the meeting.*


The Board received an update on Network Rail performance as contained in the meeting papers. Members welcomed the presentation and the approach, including the need to develop opportunity for mutual challenge between TfW Rail and Network Rail.

The Board agreed that Nick Millington should make it aware of any opportunities for improvement, and that a meeting would be held to discuss and develop what could be actioned **[Action – JP, JCVDV, NM]** and further invitations for Nick Millington to attend TfW Rail Board meetings, and joint activities such as customer measures and surveys.

Consideration was given to the target information included in the packs for both TfW and Network Rail, and how other partners could be encouraged to do the same, staff changes which may positively impact on modernising maintenance, and CP7 changes outside local control that may impact performance.

*Nick Millington, James Price, and Alexia Course left the meeting.*

It was noted that the Board was no longer quorate, but no further items required decision.



## **10. Any Other Business**

No further items.

The meeting ended and the Chair thanked everyone for their contributions.