



TfW Rail Ltd Board Minutes

2 February 2024

0900 – 1400

Venue: Llys Cadwyn, Cardiff and online

Attendees

James Price (Chair), Heather Clash, Jan Chaudhry Van der Velde, Marie Daly, Alexia Course and Peter Strachan.

In attendance

Julian Edwards (Associate NED) and Jeremy Morgan (Sec).

The Chair welcomed everyone to the meeting.

1a. Apologies for Absence

None.

1b. Notice of Quorum

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

1c. Declarations of Interest

There were no declarations of interest.

2. Safety moment.

Overall, operations Genesis and Garland were positive. 148 people being refused travel due to behavioural issues. The operations were a good investment in time and included enlisting a good number of volunteers.

3. Customer moment

The Board were updated on accessibility and inclusion refresher training.

4. Minutes and Action

Minutes of the meeting 5 January 2024 were approved as an accurate record. The Actions Log was updated and noted.

The Board discussed the merits of appointing line managers for individual routes and agreed this should be discussed at a future meeting [**Action Jan Chaudhry Van der Velde**].

5. Chief Operations Officer report

Board received and noted an overview of the COO's report. The review focussed on:



- Performance has improved and whilst there have been rolling stock shortages due to the severe Autumn weather conditions requiring additional tyre turning, the wheel repair programme was well-managed. All KPI targets have been achieved and more challenging targets are being reviewed. Levels of customer satisfaction and complaints have reflected the better performance. Overall, there is a positive trajectory of general improvement heading into the Spring. Cancellations due to lack of staff are nearly non-existent.
- Work continues with DB Cargo to deal with the shortage of locomotives for the MKIVs. The Board noted that the first 5+2 unit went into service during the period. The Board discussed optimum timing for launching communications around the First Class service.
- [REDACTED]
- The ORR Chief Executive and the Chief Inspector of Railways (HMRI) visited the Cardiff Bay line in mid-January to discuss TfW's application for conversion to non-mainline status. A way forward is being developed whereby line of sight signalling can be implemented to avoid significant costs of designing and building a short-life full heavy rail signalling scheme for the Bay.
- [REDACTED]

5.1 Strategic KPI Report

Board noted the report but agreed that trend data would be useful [Action Jan Chaudhry Van der Velde].

5.2 Safety Assurance Report

Board noted the report.

6. Performance sub-committee terms of reference

Board approved the terms of reference for the Operational Performance Board sub-committee.

7. Long distance service development

Piers Croft joined the meeting.

The Board were updated on the following:

- (1) Brand name for Premier Service. The Board agreed there is merit in each service is individually named.

- (2) [REDACTED]



[REDACTED]

Piers Croft left the meeting.

8. Options for end state WCB fleet deployment

Colin Lea joined the meeting.

The Board considered a paper setting out options for WCB fleet deployment based on fundamental changes since KA's original franchise bid. [REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

Colin Lea left the meeting.

9. Financial review

Stephanie Raymond joined the meeting.

The Board noted the overview of Rail Period 10 (P10) and forward look. The Board particularly noted the favourable position on revenue in year to date, with a significant uplift in P10, but noted the expected drop in P11.

[REDACTED]

10. Budget

The Board noted the changes since the last version was tabled.

Stephanie Raymond left the meeting.

11. Rail risk dashboard

Board noted the rail risk dashboard and agreed to look at in more detail at the next meeting.

12. Class 197 commercial update

Owen Clutterbuck and Rob Hale joined the meeting.

The Board considered a paper providing strategic direction to the MSA commercial team on how it should engage with CAF [REDACTED]

[REDACTED]



[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Owen Clutterbuck and Rob Hale joined the meeting.

13. Rolling Stock strategy

The Board discussed a paper seeking approval to confirm future rolling stock strategy direction with respect to each post transformation sub-fleet.

[REDACTED]

[REDACTED]

[REDACTED]

14. Business plan

Michael Pearce joined the meeting.

The Board were updated on progress with TfW's annual business plan.

Michael Pearce left the meeting.

There being no other business, the Chair thanked everyone for their contributions and closed the meeting.