
The South Hampshire Agreement

Rail Communications Protocol
June 2010

In partnership



SOUTH WEST TRAINS



Rail Communications Protocol

Transport for South Hampshire

Network Rail

South West Trains

Signed by and duly authorised for and on behalf of:

Transport for South Hampshire:

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Cllr Mel Kendal
Chairman of TfSH

Date:

Network Rail:

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Richard O'Brien
Route Director, Network Rail

Date:

South West Trains:

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Ian Johnston
Customer Services Director
South West Trains

Date:

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INTRODUCTION

This Rail Communications Protocol is between Transport for South Hampshire (TfSH)¹, Network Rail and South West Trains.

Collectively, these organisations form the 'Rail Communications Protocol Partners'. The key purpose of the Rail Communications Protocol is to promote effective co-ordination and proactive joint working between the five organisations.

A summary of the main areas for mutual working arrangements is provided, setting out the types of work it applies to and appropriate communications gateways. This is intended as a best practice framework but it is in no way contractually binding. The application of this document is restricted to the commitments outlined herein and it does not cover, or take precedence over any specific contractual engagements between the Rail Communications Protocol Partners or any regulatory obligations mandated by the Office of Rail Regulation.

The Rail Communications Protocol is a supporting document of the South Hampshire Multi-Area Agreement, submitted to Government by the Partnership for Urban South Hampshire in March 2010.

WORKING PRINCIPLES

The Rail Communications Protocol Partners agree to adopt the following principles to encourage the most effective working relationships:

- To identify and develop the most appropriate and effective contacts for regular communication and information transfer. This will encourage open and continuous communication between all parties and consultation e.g. Network Rail to be consulted on any activities affecting their network (particularly with third party works) and TfSH to be consulted at an early stage on any works and plans affecting the capability and capacity of the rail network in South Hampshire.
- To continue to take an open and transparent approach so that there is a common understanding of each other's aims, including a clear understanding of how Network Rail will manage its activities with respect to South Hampshire issues.
- To continue to work collaboratively and take a joint working approach to rail projects and other related work. With regards to major projects in particular we would consult jointly from the inception stage to ensure

¹ TfSH is a formally constituted Joint Committee of Hampshire County Council, Portsmouth City Council and Southampton City Council

that the overall requirements of each party are clearly specified and that these can be delivered efficiently and on time.

- To continue to cooperate and as far as possible reach an agreement of mutual benefit. This will enable all parties to clearly understand each other's aim and priorities. Where appropriate (and possible) to respect and adhere to each other's procedures.
- To foster constructive relationships including mutual understanding, trust between individuals, a commitment to manage issues proactively and to give advance notice of any initiatives to Protocol partners liable to be affected.

MEETINGS AND TERMS OF REFERENCE

The parties agree that the following arrangements will be set up to address communication and liaison at all levels in an efficient and effective way and will ensure that those attending meetings are properly briefed about the issues to be discussed. The aim of these meetings is to exchange information and ideas rather than undertake specific projects or tasks.

Chair's Meeting

The purpose of this meeting is to keep the Chair of TfSH informed on rail transport issues affecting South Hampshire and adjoining areas and for South West Trains and Network Rail to gain a sub-regional perspective of local rail issues. It will cover the following:

- Current industry issues
- Updates on projects in South Hampshire
- Strategic objectives for South Hampshire.

This meeting will be held annually and attended by the Chair of TfSH, TfSH Project Director, the Route Director from Network Rail and the Managing Director of South West Trains.

High Level Meeting

The purpose of this meeting is to discuss general industry issues and identify major issues for further discussion in specific / designated meetings and to determine policy in respect of the Rail Communications Protocol Partners working together. It will cover the following:

- High level policy and development of strategic objectives for South Hampshire's rail network
- Current rail industry issues
- Issues escalated from project and other joint working groups.

This meeting will be held every six months and attended by the TfSH Project Manager, the Network Rail Senior Network Planner / Route Enhancements Manager and the South West Trains Stakeholder Manager.

Liaison Meeting

The purpose of this meeting is to keep all Rail Communications Protocol Partners informed on various rail transport issues. It will cover:

- Current rail transport issues including major projects
- Issues relating to the TfSH area
- Interchange issues
- Franchise matters.

This meeting will be held quarterly and attended by relevant staff from TfSH, Network Rail and South West Trains together with appropriate representation from Hampshire County Council, Portsmouth City Council and Southampton City Council.

WORKING ARRANGEMENTS

The areas of work dealt with by the Rail Communications Protocol Partners fall into three broad categories: Strategic, Project and Delivery based and Information Exchange.

Strategic

This covers longer term work and planning as well as more general liaison and consultation. This will include all parties working to maintain good relations with inter alia South Hampshire District / Borough Councils, Sustrans, the Three Rivers Rail Partnership and proactively leading and driving forward interchange development plans. Network Rail to fully involve, at the earliest stages the other key partners in the mutual development of Network Rail RUSs and other strategic planning documents. This will help to identify and define projects / work streams of mutual interest.

All parties agree to work together on Network Rail business planning issues which cover South Hampshire in order to inform the DfT and Office of Rail Regulation strategic processes appropriately (e.g. the High Level Output Statement and Periodic Reviews). Network Rail and South West Trains will be key stakeholders in the production of the Local Transport Plan 3, South Hampshire Joint Strategy and will provide input, expertise and feedback as required.

Projects and Delivery

This covers specific projects as well as the development and implementation of projects. The Rail Communications Protocol Partners agree to define and agree obligations and develop relevant agreements for such projects and their management and reporting arrangements. The development of projects will

be defined on a case by case basis. An aspirational, long-term list of projects is set out in the TfSH Rail Vision².

TfSH considers the following joint projects to be the top priorities for progressing:

1. The major redevelopment of Southampton Central station, following on from the National Stations Improvement Programme funded work. This forms a key element of the City of Southampton City Centre Action Plan (Major Development Quarter).
2. Substantial upgrading and improvements to Portsmouth Harbour station and adjoining Hard area as set out in the City of Portsmouth Local Development Framework.
3. Examination of the scope to re-open the Fawley freight-only line for passenger use to Southampton with intermediate stations at Hounslow, Marchwood and Hythe, as a way of reducing congestion on the highway network in the Waterside area and Southampton western approach.
4. Deep sea container traffic originating from the Port of Southampton is the main generator of rail freight movements to / from South Hampshire. The completion of the W10 (Southampton to Nuneaton) gauge enhancement project will accommodate an increasing modal share of this market. The partners will work on delivering subsequent freight enhancements to include:
 - The provision of a diversionary freight corridor (via Laverstock and Andover) cleared to W10 gauge.
 - Investigate the case for new passing loops and / or four tracks on the existing double track sections from Worting Junction to Shawford, from Eastleigh to St. Denys and from Northam Junction to Southampton Central.

Information Exchange

This covers the mutual exchange of information on a regular basis (outside of the various formal meeting structure set out above) so that all parties are kept informed on various rail transport issues affecting South Hampshire, particularly matters affecting the capability and capacity of the National Rail Network in South Hampshire. All parties should take account of this information in their planning activities.

South West Trains to provide full, timely and comprehensive consultation on timetable changes. Early engagement on any planned changes to the provision of rolling stock on services to and through South Hampshire to be

² Vision for the future of rail in Urban South Hampshire over the next 30 years, TfSH 10 July 2009

provided, on behalf of all relevant Train Operating Companies (TOCs); Southern, Cross-Country, First Great Western by South West Trains as the main TOC serving the area. South West Trains to inform TfSH of any proposed changes to station management and publicity.

Network Rail to provide full and timely information on investment and planning decisions, including the Network Rail Business Plan, Network Rail Discretionary Fund and other smaller schemes. Network Rail to engage with TfSH and its constituent Local Transport Authorities in planning for and provision of advance notice of significant engineering works.

COMMUNICATIONS GATEWAY

TfSH, the Network Development Team in Network Rail and South West Trains are responsible for the overall management of the relationships detailed within this Rail Communications Protocol. It has been agreed that this Protocol should be maintained as a 'live' document to reflect in particular the relationship between Network Rail, TfSH and South West Trains, which should be continuously developing and improving. As a result there is a process for updating the document and any amendments or suggestions should be fed into the single points of contact:

Network Rail	Alasdair Couper-Johnston
TfSH	Pete Brunskill
South West Trains	Phil Dominey