

Application to the Office of Rail Regulation for a passenger track access agreement, or amendment to a passenger track access agreement under sections 17-22A of the Railways Act 1993

1. Introduction

Please use this form to apply to the Office of Rail Regulation (ORR) for:

- directions under section 17 of the Railways Act 1993 for a new track access contract. Section 17 allows companies who want the right to use a railway facility (including Network Rail's network) to apply to ORR for access if they are not able (for whatever reason) to reach agreement with the facility owner.
- approval under section 18 of the Railways Act 1993 for a new track access contract. Section 18 allows companies to apply for approval if they have agreed terms with the facility owner.
- approval of a proposed amendment (agreed by both parties) under section 22 of the Railways Act 1993 to an existing track access contract.
- directions under section 22A of the Railways Act 1993 for an amendment to an existing track access contract. Section 22A allows anyone seeking an amendment to an existing track access contract which allows the operation of more extensive services to apply for a compulsory amendment if they are not able (for whatever reason) to reach agreement with the facility owner.

If it is the facility owner, Network Rail will carry out a pre-application consultation. In this case fill in this form up to section 7.3. You should fill in the rest of the form after the consultation and before applying to ORR. If you are unhappy with the facility owner carrying out the consultation, you should ask ORR to do so. If this is the case, you should complete this form in full before submitting it to us.

The form sets out ORR's standard information requirements for considering applications. It cross-refers throughout to our [criteria and procedures](#) (C&Ps) and, where appropriate, to the [Industry Code of Practice](#) for track access application consultations (the Code of Practice). The C&Ps explain the process, timings and the issues we will expect to consider. You should use the published [model passenger track access contract](#) as your starting point when drafting the contract or amendments you want. Please read the C&Ps and the Code of Practice before applying.

We are happy to talk to you before you apply. Please contact us [here](#).

You can download a copy of this form, and of ORR's model track access contract, from the ORR website: www.rail-reg.gov.uk.

2. The application

2.1 Title of proposed contract or supplemental agreement:

73rd Supplemental Agreement

2.2 Contact details (Company and named individual for queries):

Facility Owner

Company: Network Rail Infrastructure Ltd
Contact individual: Chris Pearce
Job title: Customer Relationship Executive
Address: 5th Floor
5 Callaghan Square
Cardiff
CF10 5BT
Telephone number: 07825 919769
E-mail address: chris.pearce2@networkrail.co.uk

Beneficiary

Company: Arriva Trains Wales Ltd
Contact individual: Chris Dellard
Job title: Engineering & Access Planning Manager
Address: St Mary's House
47 Penarth Road
Cardiff
CF10 5DJ
Telephone number: 029 20720569
E-mail address: chris.dellard@arrivatw.co.uk

2.3 Licence and railway safety certificate: please state whether you intend to operate the services yourself or have them operated on your behalf.

Does the proposed operator of the services (a) hold a valid train operating licence under section 8 of the Railways Act 1993 or an exemption under section 7, **and** (b) hold a valid safety certificate under the Railways and Other Guided Transport Systems (Safety) Regulations 2006. If the answer to (a) **or** (b) is no, please state the point reached in obtaining a licence, exemption and/or safety certificate.

C&Ps paras 3.9-3.15

Arriva Trains Wales, as a franchised operator, holds a valid Train Operating Licence and an accepted Safety Certificate.

3. The proposed contract or amendment

3.1 Executive summary: please provide an executive summary of the proposed contract or amendment. This should cover the services, the commercial terms, and the reasons for making the application in the terms proposed. This information should be laid out clearly and concisely, and fully highlight the changes from the previous version of the contract (in the case of an amendment).

C&Ps para 3.22-3.28

Please also explain any important safety risks that have been identified arising from the proposal and how these will be controlled (by reference to the facility owner's safety authorisation and the train operator's safety certificate). **C&Ps paras 4.9-4.11**

Please also state the commencement and end dates for the proposal, and for new agreements or extensions to existing agreements, provide justification for the proposed length of the application, with reference to the [Railways Infrastructure \(Access and Management\) Regulations 2005](#). If you are a franchised operator, please state the expiry date of your franchise. **C&Ps paras 4.72-4.79**

73rd Supplemental Agreement: Proposal to extend North Wales/Chester-Manchester Piccadilly services to Manchester Airport, May 2016

Arriva Trains Wales seeks ORR's directions to enter into this Supplemental Agreement with Network Rail in order to extend some off-peak North Wales/Chester-Manchester Piccadilly services to Manchester Airport from May 2016.

The following trains are proposed to extend to/from Manchester Airport.

Weekdays

1H83 07.45	Llandudno to Manchester Airport 10.15
1D35 10.37	Manchester Airport to Llandudno Junction
1H84 08.54	Llandudno Junction to Manchester Airport 11.15
1D36 11.37	Manchester Airport to Llandudno
1H85 09.45	Llandudno to Manchester Airport 12.15
1D37 12.37	Manchester Airport to Llandudno
1H86 10.44	Llandudno to Manchester Airport 13.15
1D38 13.37	Manchester Airport to Llandudno
1H87 11.44	Llandudno to Manchester Airport 14.15
1D39 14.37	Manchester Airport to Llandudno
1H88 12.53	Llandudno Junction to Manchester Airport 15.15
1D30 15.37	Manchester Airport to Llandudno

Saturdays

1H82 06.34	Llandudno to Manchester Airport 09.15
1D34 09.37	Manchester Airport to Llandudno
1H83 07.45	Llandudno to Manchester Airport 10.15
1D35 10.37	Manchester Airport to Bangor
1H84 08.45	Llandudno to Manchester Airport 11.15
1D36 11.37	Manchester Airport to Llandudno
1H85 09.45	Llandudno to Manchester Airport 12.15
1D37 12.37	Manchester Airport to Llandudno
1H86 10.44	Llandudno to Manchester Airport 13.15
1D38 13.37	Manchester Airport to Llandudno
1H87 11.44	Llandudno to Manchester Airport 14.15
1D39 14.37	Manchester Airport to Llandudno
1H88 12.44	Llandudno to Manchester Airport 15.15
1D30 15.37	Manchester Airport to Llandudno

cont.

1H89 13.31	Bangor to Manchester Airport 16.15
1D31 16.37	Manchester Airport to Llandudno
1H90 14.42	Llandudno to Manchester Airport 17.15
1D32 17.37	Manchester Airport to Llandudno
1H91 15.44	Llandudno to Manchester Airport 18.15
1D33 18.37	Manchester Airport to Chester

The rolling stock on this service is formed of 2- and 3-car Class 175s.

The through services from North Wales/Chester to Manchester Airport will build on Arriva Trains Wales' current Airport offering and will further improve the viability of train travel for airport passengers to and from North Wales.

Proposed contract terms

Amendments have been made to Table 2.1 (Passenger Train Slots) of Schedule 5 to insert additional rights in the HL08 service group and to Appendix 1 of Schedule 8 to update monitoring point weightings. No other additional rights are required. There are no departures from the published model track access contract. Arriva Trains Wales does not believe that any safety risks will arise from this proposed amendment.

3.2 Terms not agreed with the facility owner (for applications under sections 17 or 22A only): please set out here any areas of the application which have ***not*** been agreed, the reasons for the failure to agree and the reasons for seeking these provisions. ***C&Ps para 3.102***

Network Rail does not support Arriva Trains Wales' application for track access rights to extend any more of its North Wales/Chester-Manchester Piccadilly services to Manchester Airport. Network Rail initially validated and offered the Train Slots to Arriva Trains Wales, as listed in 3.1, for the May 2015 Timetable.

In December 2014 Network Rail's Sale of Access Rights (SOAR) Panel decided that Network Rail would not support Arriva Trains Wales' request for track access rights to underpin those validated Train Slots. The Train Slots were withdrawn from the May 2015 Timetable in February 2015. Network Rail subsequently rejected Arriva Trains Wales' Access Proposal for identical Train Slots for the December 2015 Timetable. The Train Slots were bid for a third time for the May 2016 Timetable.

At a Timetabling Panel Hearing of the Access Disputes Committee on 6th October 2015, the Panel found that Arriva Trains Wales was entitled to have its Access Proposal for the December 2015 Timetable accepted by Network Rail, subject to the normal processes of the Network Code. Taking into consideration the short time before the start of the December 2015 Timetable, the Panel did not direct Network Rail to accommodate the Train Slots in the December 2015 Timetable but did direct Network Rail to accommodate the Train Slots in the May 2016 Timetable, again subject to the normal processes of the Network Code. This application is for track access rights to commence from May 2016.

We have not seen any minutes from the meeting of the SOAR Panel but were advised by Network Rail that the Panel cited performance and reputational grounds for declining to support Arriva Trains Wales' request for track access rights. These were reiterated at the recent Timetable Panel Hearing and are summarised as follows.

- Performance between Manchester Piccadilly and Slade Lane Jn. Network Rail LNW Route believes that performance between these locations is particularly sensitive and that an extension of Arriva Trains Wales' services would likely affect train performance in the area and also likely further afield. It cited TransPennine Express' 'fifth path', an additional hourly service between Leeds and Manchester, that has had a severe impact on the operator's PPM with knock-on effects to other lines and operators. It points out that, with a number of services already running to the Airport, the introduction of additional services will result in tighter headways and a reduction in turnaround times for existing services. It cited the Blackpool North to Manchester Airport service which would have 8 minutes' turnaround time compared to the current 14 minutes.
- The industry's reputation if services are withdrawn when the rights expire. LNW Route states that there is broad agreement with DfT over the outputs of the work at Manchester Airport (specifically the new 4th platform) in relation to the wider Northern Hub programme, which would enable a new service to run to the Airport from the Calder Valley route via the new Ordsall Chord and the Castlefield Corridor. LNW Route considers that Arriva Trains Wales' requested rights would have to be removed at that point and so the service extensions would be withdrawn, creating a reputational risk to Network Rail and the wider rail industry in the area.

cont.

Arriva Trains Wales has the following comments.

- Performance. We have been able to consider the performance of our North Wales/Chester-Manchester Service Group as a whole: the Moving Annual Average 0-5 PPM figure for arrivals at Manchester Piccadilly from North Wales/Chester is currently 93.7% which includes longer-distance trains from Llandudno and Holyhead. Network Rail has not elaborated on the relevance of the TPE 'fifth path' which we understand was fully supported by Network Rail when it was introduced. The validated Train Slots that Network Rail originally offered Arriva Trains Wales were fully compliant with Train Planning Rules and we expect the same to be the case for May 2016. [*Validated Train Slots have since been offered.*]
- Reputation. Network Rail appears to have concluded that capacity exists between Manchester Victoria and Manchester Airport for a new service to operate from the Calder Valley upon completion of the Ordsall Chord. Arriva Trains Wales does not believe that Network Rail's apparent wish to reserve capacity can be a valid reason for Network Rail to make any decisions on whether to support operators' requests for access rights. We do not know on what grounds the SOAR panel chose to consider this issue when it is not one of the terms of reference of the Panel. Unused capacity is currently available and so passengers would immediately benefit from the additional journey opportunities that the service extensions will provide. Passengers in the wider Manchester area are likely to experience many changes to services over the next few years and we should not be holding back from delivering a worthwhile improvement to journey opportunities out of a suggested nervousness of possibly confusing people should timetables change in the future. Many of our stakeholders in North Wales and Cheshire have strong aspirations for better connectivity with Manchester Airport to support both business and tourism in the region, and we are keen to make the most of this opportunity to help facilitate this.

3.3 Departures from ORR's model passenger track access contract: please set out and explain here any:

- areas where the drafting of the application changes ORR's published template passenger track access contract (as appropriate, cross-referencing to the answers below). Please also explain why these departures have been made. **C&Ps paras 2.34-2.37**
- instances where the proposal departs from the charging and/or performance regimes established by ORR's latest periodic review (or subsequent interim reviews) as reflected in ORR's model passenger track access contract, including the financial implications (e.g. establishment of an access charge supplement or rebate). **C&Ps paras 5.1-5.44**
- new processes (e.g. a self-modification provision) which have been added. Please also demonstrate fully how this new process is robust and complete. **C&Ps paras 6.2-6.3**

None.

4. The expression of access rights and the use of capacity

4.1 Benefits: please set out what specific benefits the proposal will achieve. Please provide full descriptions of any new rights required, as compared to the previous contract (in the case of an amendment). Please also describe any significant changes in the pattern of services, their benefits to passengers and any impact on other operators, including freight operators. Please provide a fully marked-up version or document comparison of any tables in Schedule 5 which are being modified as a result of this application. **C&Ps paras 4.26-4.35**

The proposals provide regular direct trains between North Wales/Chester and Manchester Airport for most of the day which will reduce the overall journey time for rail passengers and make rail a more attractive option for airport users. Direct trains are particularly valued by airport passengers. This would be the only direct service on the route from North Wales/Chester including from Warrington.

The changes help to fulfil a stated aspiration in Arriva Trains Wales' Franchise Agreement to make journeys between North Wales and Manchester Airport more attractive to passengers. Arriva Trains Wales has carried out detailed research into the customer benefits of providing a more frequent service. This has demonstrated that a regular hourly service during the day is key to unlocking the suppressed demand for Airport travel on this route.

cont.

Welsh Government has confirmed that it strongly supports our proposals. Arriva Trains Wales is aware that there is also support from Local Authorities, MPs and Assembly Members for direct services between North Wales/Chester and the Airport.

Making use of the additional capacity at Manchester Airport provided by the new Platform 4 ensures that the business benefits of this investment can quickly start to be realised by the rail industry.

In all cases the extensions from Manchester Piccadilly to Manchester Airport are accommodated within the turnaround times of the existing services that currently occupy Mayfield Loop at Piccadilly. Only incremental costs are incurred in extending the services to the Airport, while generating additional revenue for the industry.

4.2 Adequacy: please set out how you have satisfied yourself that there is enough network capacity for the services in the proposal. Please also set out whether there are any implications for overall network performance and the facility owner's maintenance and renewal activities. **C&Ps paras 4.12-4.45**

The rights sought are to support Train Slots that have been bid to Network Rail for the May 2016 Timetable. The same Train Slots were previously bid for the May 2015 Timetable (which were fully validated by Network Rail and were included in its May 2015 Timetable Offer to Arriva Trains Wales before being withdrawn) and also bid for the December 2015 Timetable (which were rejected by Network Rail). At a Timetabling Panel Hearing of the Access Disputes Committee on 6th October 2015, the Panel found that Arriva Trains Wales was entitled to have its Access Proposal for the December 2015 Timetable accepted by Network Rail, subject to the normal processes of the Network Code. Taking into consideration the short time before the start of the December 2015 Timetable, the Panel did not direct Network Rail to accommodate the Train Slots in the December 2015 Timetable but did direct Network Rail to accommodate the Train Slots in the May 2016 Timetable, again subject to the normal processes of the Network Code. This does not change Network Rail's position on Arriva Trains Wales' plans to seek track access rights. Arriva Trains Wales believes that extending the existing services using available capacity will have a negligible performance impact which is strongly outweighed by the many benefits that the service extensions will bring. Network Rail has not indicated any performance detriment in quantifiable terms.

Arriva Trains Wales already operates a small number of trains to/from Manchester Airport which has demonstrated demand for a through service from North Wales that does not necessitate a change of trains. This proposal will strengthen the current offering, providing a better spread of services during the day which is particularly important for Airport traffic, and so will improve the attractiveness of rail travel between North Wales and Manchester Airport. Making better use of the current long layovers of the trains at Manchester Piccadilly by continuing to the Airport improves the efficiency of the unit and traincrew resources.

Network Rail has not raised any concerns with its maintenance and renewal activities as a result of these proposals.

4.3 Flexing rights: please provide a general description of the extent of any limitations on the facility owner's flexing rights in the proposal. Please provide the rationale for the extent of any limitation on the flex provided, including any changes to pre-existing services, and the extent to which the provisions have been agreed with the facility owner. **C&Ps paras 2.27-2.33**

None.

4.4 Journey time protection: please describe whether the proposed contract gives journey time protection to any services (by establishing maximum journey times, fastest key journey times or maximum key journey times), and explain the reasons for this, with reference to ORR's criteria. **C&Ps paras 8.90-8.103**

None.

4.5 Specified equipment: please give full details of any changes to specified equipment (rolling stock), including timescales, and how much of the vehicle and route acceptance procedure in the Network Code (Part F) has been completed. Please explain whether you have, or will have, the rolling stock necessary to exercise the rights being sought. **C&Ps paras 8.87-8.90**

None.

4.6 Franchise obligations: please explain whether the proposed services are necessary to fulfil obligations under a franchise or concession agreement. **C&Ps paras 4.3-4.4**

The extension of North Wales/Chester-Manchester Piccadilly services to Manchester Airport is a listed aspiration in Arriva Trains Wales' Franchise Agreement. Welsh Government and local stakeholders strongly support Arriva Trains Wales' proposals which make better use of existing resources while creating new journey opportunities.

4.7 Public funding: please state whether (and if so to what extent) the proposed services are subject to financial support from central or local government (other than the Department for Transport or Transport Scotland), including Passenger Transport Executives. Please also provide a point of contact at that body. **C&Ps paras 3.52, 4.25, 4.35-4.39**

This service extension requires no public funding. The proposal makes more efficient use of vehicles and train crew. The small additional running costs will be outweighed by the revenue generated.

4.8 Passenger Focus: please state whether (and if so to what extent) the proposed services have been discussed with Passenger Focus. Please also provide copies of any relevant correspondence. **C&Ps para 4.39**

Transport Focus have been briefed on the proposals and support the application.

4.9 Route utilisation strategies (RUSs): if applicable, please state which RUSs (including the Freight RUS) are considered relevant to this application and whether the proposed rights are consistent with that RUS. If the proposed rights are not consistent, please explain the reasons for this. **C&Ps paras 4.5-4.8**

The relevant RUSs are the Freight RUS, North West RUS and Wales RUS. Arriva Trains Wales believes that the proposal is consistent with those RUSs.

5. Incentives

5.1 Train operator performance: please describe any planned projects associated with the operation of the proposed services aimed at improving your performance. **C&Ps paras 4.26-4.36**

Arriva Trains Wales' services between North Wales/Chester and Manchester already achieve high levels of performance with trains terminating at Piccadilly from Chester currently running at 93.7% PPM. Nonetheless, and consistent with the introduction of any new services, Arriva Trains Wales intends to put in place an implementation plan to ensure a smooth transition. This includes communications to customers and staff, additional monitoring on the network by operational staff and in the Control, a specific focus on daily conference calls and a formal review of the first few weeks of the timetable's operation.

5.2 Facility owner performance: please describe any planned projects associated with the operation of the proposed services aimed at improving the facility owner's own performance. **C&Ps paras 4.26-4.36, 5.1**

We would expect Network Rail to put its usual measures in place to help support changes to the timetable.

5.3 Monitoring of services: would all proposed services be monitored for performance throughout their journeys, consistent with our policy in paragraph 5.50 of the criteria and procedures? If not, please state the reasons for this is in line with the permissible circumstances described in paragraph 5.51 of the criteria and procedures. **C&Ps paras 5.50-5.56**

Yes.

5.4 Performance regime changes (for applications under sections 17 or 22A only): where applicable, please provide justification for any changes to Schedule 8 of the track access contract in the proposal. If necessary, please provide any relevant information in support of the changes proposed. **C&Ps para 5.38-5.40**

N/A

6. Enhancement

6.1 Enhancement details: where the proposal provides for the delivery of any network enhancements, or the services in the proposal are subject to any planned network enhancements, please give full details of the relevant enhancement schemes, including a summary of outputs from the scheme, timescales and the extent to which the network change procedure in the Network Code (Part G) has been completed (where appropriate, by reference to submissions made under ORR's enhancement reporting framework). **C&Ps paras 4.80**

None.

6.2 Enhancement charges: please confirm that the arrangements for the funding of any network enhancements are consistent with ORR's [Policy Framework for Investments](#), and summarise the level and duration of payments, and the assumed rate of return (see chapter 3 of the Conclusions document). **C&Ps paras 5.6, 5.12-5.14**

None.

7. Other

7.1 Associated applications to ORR: please state whether this application is being made in parallel with, or relates to, any other current or forthcoming application to ORR (e.g. in respect of track, station or light maintenance depot access contracts). **C&Ps paras 3.18-3.19**

None.

7.2 Supporting information, side letters and collateral agreements: please:

- state here any relevant information in support of the proposal, including a list and explanation of any other material being submitted (and supply copies with the application). **C&Ps para 4.33**
- confirm here that the whole of the proposal between the parties has been submitted with this application and that there are no side letters or other documents which affect it. **C&Ps paras 6.12-6.16, 6.21**

We have attached a draft of the proposed 73rd Supplemental Agreement.

We confirm that there are no side letters or collateral agreements in connection with this amendment.

7.3 Confidentiality exclusions: please list any parts of your application which you have excluded on the grounds of confidentiality, from the version of the proposed contract sent to consultees for any pre-application consultation process, and provide reasons. If there has been no pre-application consultation, you should state any parts of the application and proposed contract you want us to exclude from publication. **C&Ps paras 3.29-3.34, Code of Practice: 18-22**

None.

Note: Where a pre-application consultation is to be undertaken in line with the Code of Practice, the remainder of this application should not be completed until after that consultation has been completed

8. Pre-application consultation

8.1 The consultation: has a pre-application consultation been carried out in line with the Code of Practice? If yes, please:

- state who conducted the consultation;
- list all train operators, franchising authorities and any other parties that were consulted, stating which parties responded and attach their responses and any associated documentation to this form; and
- state the period allowed for the consultation. If this was less than 28 days, please explain the reasons for this.

If a pre-application consultation has not been carried out, please explain the reasons and whether any informal discussions have been held with any third parties who might be affected by this application and the nature of any concerns which they raised. **Code of Practice: 11-15,**

Arriva Trains Wales conducted a 28-day consultation with a closing date of 3rd December 2015. The following were consulted: Network Rail; Cross Country Trains; East Midlands Trains; First Greater Western; London Midland; Merseyrail; Northern Rail; First/Keolis Transpennine Express; First ScotRail; Virgin Trains; Freightliner; GB Railfreight; West Coast Railway Company; Hutchison Ports UK; MDS Transmodal; Roadways Container Logistics; Rail Freight Group; Colas Rail; Harsco Rail; DB Schenker; Direct Rail Services; Devon & Cornwall Railways; CTRL (UK) & Union Railways North; Pre Metro Operations; Alliance Rail; Renaissance Trains; GO-OP; Department for Transport; Welsh Government; Merseytravel; Transport for Greater Manchester; Centro; Passenger Focus; West Yorkshire Combined Authority and Festiniog Railway.

The following consultees responded: Network Rail; Northern Rail; First/Keolis Transpennine Express; Welsh Government; West Yorkshire Combined Authority; Merseytravel; First Great Western Railway; Transport for Greater Manchester; and Transport Focus. Department for Transport also sent a letter directly to ORR, which we were copied into for information.

We also received letters and emails of support for our application from MPs, AMs and business groups.

All correspondence is attached.

8.2 Resolved issues: please set out any issues raised by consultees which have been satisfactorily resolved. You may wish to refer to responses attached to this form. Please explain any changes as a result of the consultation. **Code of Practice: 47-48**

Please see attached correspondence. We were not able to fully resolve issues raised by the following consultees: Network Rail; Northern Rail; First/Keolis Transpennine Express; West Yorkshire Combined Authority; Merseytravel; and Transport for Greater Manchester.

8.3 Unresolved issues: please set out any issues raised by consultees which have **not** been satisfactorily resolved, including any correspondence with that consultee. You may wish to refer to responses attached to this form. Please explain why you think these issues should not stop ORR approving the application. **Code of Practice: 45**

Please see attached correspondence. We were not able to fully resolve issues raised by the following consultees: Network Rail; Northern Rail; First/Keolis Transpennine Express; West Yorkshire Combined Authority; Merseytravel; and Transport for Greater Manchester.

Correspondents raised concerns regarding performance. We replied to those correspondents to explain that we have considered the impact on performance and noted that the timetable between Manchester Piccadilly and Manchester Airport performs well. The Moving Annual Average 0-5 PPM figure for Arriva Trains Wales' arrivals at Manchester Piccadilly from North Wales/Chester is currently 93.7% which includes longer-distance trains from Llandudno and Holyhead. The paths offered by Network Rail for the May 2016 are fully compliant with Train Planning Rules.

Northern Rail and First/Keolis Transpennine Express both raised concerns regarding revenues. We replied to them to explain that we had carried out extensive revenue modelling which gives us the confidence to submit our application and that we would be sharing full details with ORR.

9. Certification

*Warning: Under section 146 of the Railways Act 1993, any person who, in giving any information or making any application under or for the purposes of any provision of the Railways Act 1993, makes any statement which he knows to be false in a material particular, or recklessly makes any statement which is false in a material particular, is guilty of an offence and so liable to criminal prosecution **C&Ps para 3.40***

In the case of agreed applications under section 18 or 22, Network Rail should fill in the required information in the box below. For disputed applications under section 17 or 22A, the applicant should fill in the required information.

I certify that the information provided in this form is true and complete to the best of my knowledge			
Signed	Chris Dellard	Date	12 th January 2015
Name (in caps)	CHRIS DELLARD	Job title	Engineering & Access Planning Manager
For (company)	Arriva Trains Wales		

10. Submission

10.1 What to send: please supply, in hard copy, the signed application form, one copy of the proposed contract or amendment, with copies of any documents incorporated by reference (other than established standard industry codes or other documents) and any other attachments, supporting documents or information. **C&Ps para 3.39**

Please also supply the application form, the proposed contract or amendment and, where possible, any other supporting information, in electronic form, by e-mail or on disc, **in plain Microsoft Word format** (i.e. excluding any macros, auto-para or page numbering, or other auto-formatting). **C&Ps para 3.37-3.38**

10.2 Where to send it:

Manager, Track Access Team
Directorate of Railway Markets and Economics
Office of Rail Regulation
One Kemble Street
London
WC2B 4AN