

BY EMAIL ONLY

21 July 2020

Nick Rowe
Regulatory and Track Access Manager
Transport for Wales
CVL Infrastructure Depot / Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT

**NOTICE OF APPROVAL OF THE CVL NETWORK CHANGE STANDARD FORMS
A TO X**

This notice is given pursuant to provisions contained in Condition GA1.5 (b)(v) of the CVL Network Code.

On 16 July 2020, Amey Keolis Infrastructure Limited (AKIL) submitted to the Office of Rail and Road (ORR) a proposal to introduce CVL Network Change Standard Forms A to X.

AKIL has submitted a written explanation of the reasons for introducing the proposed forms. It has provided details of the result of the consultation process, which was required by Condition GA1.5 (b)(v).

As required by Condition GA1.5 (b)(v), ORR now gives notice that it approves the CVL Network Change Standard Forms A to X. The Standard Forms shall become notice.

to this notice.



id Road



Standard Form A

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
Our ref:
Date:
Email: cvltrackaccess@amey.co.uk

To: see distribution list

Dear colleague,

Proposed G1 Network Change: [Enter details]

This Network Change notice is issued in accordance with Condition G1.1 of the Network Code and constitutes a formal proposal for a Network Change under that Condition.

Amey Keolis Infrastructure Limited (“AKIL”) wishes to implement the Network Change described above and is required under Condition G1 to give notice of its proposal to the parties shown on the attached distribution list. Condition G2 allows all affected train operators to consider the scheme and bring to AKIL’s attention any matters that concern them regarding the change. Train Operators may also assess the impact of the proposed change on their business and inform AKIL what the direct costs and benefits of implementing the change are likely to be (if any).

This Network Change notice outlines AKIL’s proposal to [insert 2-3 lines maximum giving a brief outline of the scheme]. *[If the proposal has been progressed using the Complex Projects Procedure, indicate to what extent that process has been followed or state that the Complex Projects Procedure is not being used].* A detailed specification of the scheme is set out in Appendix A to this letter and includes a plan showing where the work is to be done and the parts of the Network and associated railway assets likely to be affected. AKIL is proposing the change because [state reasons why the change is proposed] as detailed in Appendix A.

In accordance with Condition G1.2(d), AKIL is seeking comments from you and the persons listed in the attached distribution list to establish whether or not you are content for the change to be implemented. We invite you to consider the proposed scheme and forward your comments to us by [insert date 30 days minimum from date of this letter]. If a formal response is not received by this date, it will be deemed that you accept the proposal without compensation.

Please respond using the standard form (b), (c), (d) or (e) as appropriate, each of which can be located on AKIL's website. Please respond using the standard form (b), (c), (d) or (e) as appropriate, each of which can be located at [Enter to location of the forms on the CVL website].

Please send all responses electronically to cvltrackaccess@amey.co.uk .

Respondents should clearly indicate if they consider that all or part of their response is "sensitive information" as defined in Part A of the Network Code.

Please let me know if you require any further details to enable you to respond formally to this notice.

I look forward to receiving your response to enable the progression of this proposal.

Yours faithfully,

Sender's details

Appendix A

[Appendix to be used for detailed scheme specification. Information should be broken up into headed sections and should include, but not be confined to, the following headings:]

[Progress to date using the Complex Projects Procedure

[If this change proposal has been progressed using the Complex Projects Procedure, a detailed explanation should be provided of the progress to date and the results of any consultation undertaken under Condition G5 and Preparatory Works under Condition G6]]

Reasons for proposed change

[Include reasons as to why the change is proposed, as given in the main letter, with more detail if necessary. Also outline the effect intended or expected on the operation of the Network or on trains operated on the Network]

Specification of works

[To include a detailed scheme specification and a plan showing where the work is to be done and the parts of the Network and associated railway assets likely to be affected]

Proposed timescales

[To include proposed month(s) and year(s) within which work will be delivered. If it is not possible to give even an indication of timings, wording such as “Details of delivery dates are not yet known” is permissible. To include the following wording, “Possession requirements will be/have been negotiated through the normal planning process. Any associated Schedule 4 restriction of use compensation will be calculated through the normal Track Access Contract Schedule 4 process.]

Costs and compensation

[To include AKIL’s proposals (if any) for division of costs including any proposals for calculation or payment of Network Change compensation. If no details can be given the following wording should be used: “Network Change Compensation will be paid in line with Part G of the Network Code”]

Additional terms and conditions

[Include any additional terms and conditions to apply to the change e.g. requirement on the Train Operator(s) consulted to provide a preliminary response under either G1.4.1(a) or (b) (note that this may only be requested if response date for Train Operator(s) is 60 or more days from the date of this notice) and the proposed variation procedure outlined below]

Once this Network Change has become an established Network Change (as defined in Part G of the Network Code), AKIL may, if it wishes to make any modification to the terms or conditions (including as to the specification of the works to be done, their timing, the manner of their implementation, the costs to be incurred and their sharing, and the division of risk) on which the change was established, use the following variation procedure:

AKIL shall ensure the specific variation (or variations) is formally communicated to all parties to this notice (the original consultation notice) for consideration. The parties to the consultation shall consider and respond to the variation (or variations) in accordance with the procedures set out in Conditions G1 and G2 allowing for the changes in detail that must follow as a result of the procedure applying only to the proposed variation. It shall not be necessary for AKIL to re-issue the entire Network Change notice for consultation.

Distribution List

[Insert here

Standard Form B

Name of train operator
Address 1
Address 2
Address 3
Postcode
Date:
Our Ref:

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
AKIL reference: [xxxxxxx]

Dear

**[insert Train Operator's name] provision of preliminary response to proposed
G1 CVL Network Change:
(Location)
(Nature of Change)**

With reference to the CVL Network Change notice issued by Amey Keolis Infrastructure Limited ("AKIL") on [insert date] in relation to the proposed scheme to [insert nature of change and location] and the request that [insert Train Operator name] provide a preliminary response under Condition G1.4.3, this letter constitutes our response.

[Following wording to be used if appropriate]

[insert operator name] wishes AKIL to treat this response as "sensitive information" as that term is defined in Part A of the CVL Network Code. As such we will supply a non-sensitive version of this response as required under Part A of the CVL Network Code (Condition A3.5) for publication on the AKIL website.

Yours sincerely,

Name

Title & Company name

Standard Form C

Name of train operator
Address 1
Address 2
Address 3
Postcode
Date:
Our Ref:

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
AKIL reference: [xxxxxxx]

Dear

**[insert Train Operator name] acceptance of proposed G1 CVL Network
Change:
(Location)
(Nature of Change)**

With reference to the CVL Network Change notice issued by Amey Keolis Infrastructure Limited (“AKIL”) on [insert date] in relation to the proposed scheme to [insert nature of change and location], this letter constitutes [insert operator’s name] formal response under Condition G2 of the CVL Network Code.

[Insert Train Operator’s name] considers that in relation to the proposed CVL Network Change [insert Train Operator’s name] should be entitled to compensation from AKIL for the consequences of the implementation of the change [in accordance with the compensation terms proposed under Condition G1] [or] [on terms other than those proposed (if any) under Condition G1].

[The following text may be used (if required and appropriate) as an alternative to the response above:[Insert Train Operator name] considers that the proposed CVL Network Change will have no material effect on the operation of our trains on the network and the change may be implemented by AKIL without the need for compensation to [insert name of Train Operator].]

[Following wording to be used if first option above is used:

To the extent that the information provided in the G1 CVL Network Change notice has enabled us to assess the likely effect of the proposed change, [a statement of the amount of compensation required and the methodology used to calculate this amount]/ [the methodology to be used to calculate the amount of compensation required as this actual amount cannot yet be determined][*use one or the other of these statements*], and the means by which the compensation should be paid is shown in Appendix A to this letter. Also included are security and/or assurance of payment provisions which we wish AKIL to provide* [* delete if not applicable].]

[Following wording to be used if appropriate]

[[insert Train Operator name] wishes AKIL to treat this response as “sensitive information” as that term is defined in Part A of the CVL Network Code. As such we will supply a non-sensitive version of this response as required under Condition A3.7 for publication on the AKIL website].

Yours sincerely,

Name

Title & Company name

Appendix A [delete if not required]

Standard Form D

Name of Train Operator
Address 1
Address 2
Address 3
Postcode
Date:
Our Ref:

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
AKIL reference: [xxxxxxx]

Dear

**[Insert Train Operator name] rejection of proposed G1 CVL Network
Change:
(Location)
(Nature of Change)**

With reference to the CVL Network Change notice issued by Amey Keolis Infrastructure Limited (“AKIL”) on [insert date] in relation to the proposed scheme to [insert nature of change and location], this letter constitutes [insert Train Operator’s name] formal response under Condition G2 of the CVL Network Code.

[Insert Train Operator name] considers that the proposed CVL Network Change satisfies the condition outlined in [delete those options not applicable and retain the applicable response(s)]

- Condition G2.1.1(a)(i) in that it would necessarily result in AKIL breaching [insert Train Operator’s name] Track Access Contract. As such [insert Train Operator name] objects formally to the change being made.
- Condition G2.1.1(a)(ii) in that it was not presented to [insert Train Operator name] by AKIL in sufficient detail as required under Condition G1.2. As such [insert Train Operator name] objects formally to the change being made.
- Condition G2.1.1(a)(iii) in that, if implemented, it would result in a material deterioration in the performance of our trains which cannot adequately be compensated for under Condition G2. As such [insert Train Operator name] objects formally to the change being made.
- Condition G2.1.1(a)(iv) in that the proposed change does not adequately take account of [insert Train Operator’s name] reasonable expectations as to the future use of this part of the Network. As such [insert Train Operator name] objects formally to the change being made.

- Condition G2.1.1(b) in that [insert Train Operator name] is prevented by Condition G5.7 from objecting to the proposed CVL Network Change under Condition G2.1.1(a), which has been progressed using the Complex Projects Procedure, but believes that progression of the proposal would not be to the benefit of the industry as a whole. This position has been reached taking into account the alternative solutions available and the progress made to date with the proposed CVL Network Change. As such, [insert Train Operator name] objects formally to the change being made.

Our reasons for the above response are as follows:

[insert reasons for the response]

[insert any additional comments relevant to AKIL taking this proposal forward e.g. probability of Train Operator accepting the scheme if certain changes are made etc.]

[If a operator has, by way of completing this form, rejected the CVL Network Change but wishes to reserve the right to claim compensation under G2.1.1(c) for the change if it goes ahead, the following wording should be used:]

[[Notwithstanding [insert Train Operator's name] rejection of this CVL Network Change proposal outlined above, [insert Train Operator name] believes it should be entitled to compensation should the change go ahead. Such compensation would be due [in accordance with the compensation terms proposed under Condition G1] *[or]* [on terms other than those proposed (if any) under Condition G1]. [insert Train Operator name] will provide a formal response to AKIL under Conditions G2.1.1(c) and G2.1.2 once its rejection(s) under G[2.1.1(a)] *[or]* [2.1.1(b)] have been resolved.]

[Following wording to be used if appropriate]

[[insert Train Operator name] wishes AKIL to treat this response as “sensitive information” as that term is defined in Part A of the CVL Network Code. As such we will supply a non-sensitive version of this response as required under Condition A3.7 for publication on the AKIL website.]

Yours sincerely,

Name

Title/ Company

Standard Form E

Name of consultee
Address 1
Address 2
Address 3
Postcode
Date:
Our Ref:

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
AKIL reference: [xxxxxxx]

Dear

**Comments on proposed G1 CVL Network Change:
(Location)
(Nature of Change)**

With reference to the CVL Network Change notice issued by Amey Keolis Infrastructure Limited (“AKIL”) on [insert date] in relation to the proposed scheme to [insert nature of change and location], [insert name of organisation] wishes to make the following comments:

[insert any comments here]

Yours sincerely,

Name

Title/ Company

Standard Form F

Name of Train Operator
Address 1
Address 2
Address 3
Postcode
Date:
Our Ref:

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
AKIL reference: [xxxxxxx]

Dear

**[insert Sponsor name] CVL Network Change proposal:
(Location)
(Nature of Change)**

This proposal is issued to Amey Keolis Infrastructure Limited (“AKIL”) in accordance with Condition G3.1 of the CVL Network Code and constitutes a formal proposal for a CVL Network Change under that Condition.

[Insert Sponsor name] wishes to implement the CVL Network Change described above. This notice outlines the details of the proposed scheme as required under Condition G3.2.

The proposed CVL Network Change seeks to [insert 2-3 lines maximum giving a brief outline of the scheme]. A detailed specification of the scheme is set out in Appendix A to this letter, including a plan showing where the work is to be done and the parts of the Network and associated railway assets likely to be affected.

The change is being proposed by [insert Sponsor name] because [state reasons why the change is proposed] as detailed in Appendix A.

In accordance with Condition G3.1 [insert Sponsor name] hereby gives permission for AKIL to consult with the persons specified in that Condition. [insert Sponsor name] requests that AKIL completes the consultation process no longer than 90 days* [* insert longer timescale if deemed by Sponsor to be suitable, noting the necessary written agreement required by the definition of “relevant response date” in Part G] from the date of issue of the appropriate G3 CVL Network Change. [Insert name of Sponsor] requires AKIL to comply with Conditions G3 and G4 to consult upon this proposal as necessary and provide a response to [insert Sponsor name].

Please let me know if you require any further details to enable AKIL to begin formal consultation of this proposal.

Yours sincerely,

Sender's name

Title, Train Operator name

Appendix A

[Appendix to be used for detailed scheme specification.

Information should be broken up into headed sections and should include, but not be confined to, the following headings:]

Reasons for proposed change

[Include (if necessary) more detail than provided in the main letter on reasons why the change is proposed. Also outline the effect intended or expected on the operation of the Network or on trains operated on the Network]

Specification of works

[To include a detailed scheme specification and a plan showing where the work is to be done and the parts of the Network and associated railway assets likely to be affected]

Proposed timescales

[To include proposed times within which work will be done including start and end dates]

Costs and compensation

[To include Sponsor's proposals (if any) for division of costs including any proposals for calculation or payment of compensation to AKIL or any Train Operator]

Additional terms and conditions

[Include any additional terms and conditions to apply to the change and/or the proposed variation procedure. The following wording may be used as the proposed variation procedure:

Once this CVL Network Change has become an established CVL Network Change (as defined in Part G of the CVL Network Code), the Sponsor may, if it wishes to make any modification to the terms or conditions (including as to the specification of the works to be done, their timing, the manner of their implementation, the costs to be incurred and their sharing, and the division of

risk) on which the change was established, use the following variation procedure:

AKIL shall at the request of the Sponsor and following a process in accordance with Condition G3.3.1(a) ensure the specific variation (or variations) is formally communicated to all parties to this notice (the original consultation notice) for consideration. The parties to the consultation shall consider and respond to the variation (or variations) in accordance with the procedures set out in Conditions G3 and G4 in respect of the proposed variation, allowing for the changes in detail that must follow as a result of the procedure applying only to the proposed variation. It shall not be necessary for AKIL to re-issue the entire CVL Network Change notice for consultation.]

Standard Form G

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
Our ref:
Date:

Email: cvltrackaccess@amey.co.uk

To: see distribution list

Dear colleague,

Proposed G3 CVL Network Change: (Location), (Nature of Change)

This CVL Network Change notice is issued in accordance with Condition G3.1 of the CVL Network Code and constitutes a formal proposal for a CVL Network Change under that Condition.

[Insert Sponsor name] wishes to implement the CVL Network Change described above and has, pursuant to Condition G3.1(b), given permission to Amey Keolis Infrastructure Limited (“AKIL”) to consult on its behalf with the parties shown on the attached distribution list.

The proposed CVL Network Change seeks to [insert 2-3 lines maximum giving a brief outline of the scheme]. A detailed specification of the scheme is set out in Appendix A to this letter, including a plan showing where the work is to be done and the parts of the Network and associated railway assets likely to be affected. Pursuant to Condition G3.3.1(c)(iv) AKIL’s own proposals in relation to the scheme are also identified in Appendix A.

The change is being proposed by [insert Sponsor name] because [state reasons why the change is proposed] as detailed in Appendix A.

In accordance with Condition 3.3.1(c) AKIL is seeking comments from you and the persons listed in the attached distribution list to establish whether or not you are content for the change to be implemented. We invite you to consider the proposed scheme and forward your comments to us by [insert date 60-90 days from date of this letter]. If a formal response is not received by this date, it will be deemed that you accept the proposal without compensation.

Please respond using the standard form (i), (j) or (k), each of which can be located on AKIL’s website.

Train Operators who may be materially affected by the change should, if compensation is being claimed, provide evidence of the impact of the proposed

change on their business and inform AKIL what the direct costs and benefits of implementing the change are likely to be, other than any such costs which are attributable to [insert Sponsor name] improving its ability to compete with other operators of railway assets. Such response should be of sufficient detail to enable AKIL to provide a comprehensive response to [insert Sponsor name] on your behalf as required under Condition G4.

Respondents should clearly indicate if they consider that all or part of their response is “sensitive information” as defined in Part A of the CVL Network Code.

Wherever practically possible, please send all responses electronically to [insert e-mail address of CVL Network Change Coordinator]. Please also send a signed hard copy of your response (excluding any appendices if these have already been e-mailed) to the above address.

Please let me know if you require any further details to enable you to respond formally to this notice.

If you feel that only [insert Sponsor name] will be able to answer your queries, please contact:

[Name of contact

Address 1

Address 2

Town/City

Postcode

Tel

E-mail]

I would appreciate a copy of any correspondence entered into.

I look forward to receiving your response to enable the progression of this proposal.

Yours faithfully,

Sender's name

Appendix A

[Insert detailed scheme specification and plans of the proposed work as provided by the Sponsor under G3.2. Information should be broken up into headed sections and should include the following headings:]

Reasons for the proposed change

a) [Insert Sponsor name's] comments

[Extract wording from the notice supplied by the Sponsor to AKIL under G3.2(a)(i)]

b) AKIL's comments

[Insert AKIL's estimate of the likely impact of the change on the operation and performance of the Network, as required under Condition G3.3.1(c)(iii)]

Specification of the work to be done (including plans)

a) [Insert Sponsor's name] proposal

[extract wording from the notice supplied by the Sponsor to AKIL under G3.2(a)(ii)]

b) AKIL's proposals

[If AKIL has no additional/ varying proposals, the following wording can be used: "AKIL has no further proposals which vary from those outlined above"]

Proposed timescales [To include proposed times within which work will be done including start and end dates] Note that if possession details are not yet known compensation will need to be discussed once they are.

a) [Insert Sponsor's name] proposal

[extract wording from the notice supplied by the Sponsor to AKIL under G3.2(a)(iii)]

b) AKIL's proposals

[If AKIL has no additional/ varying proposals, the following wording can be used: "AKIL has no further proposals which vary from those outlined above"]

Proposals for division of costs and compensation

a) [Insert Sponsor's name] proposal

[extract wording from the notice supplied by the Sponsor to AKIL under G3.2(a)(iv)]

b) AKIL's proposals

[If AKIL has no additional/ varying proposals, the following wording can be used: "*AKIL has no further proposals which vary from those outlined above*". Consider use, if appropriate, of "*Compensation will be paid in line with Part G of the CVL Network Code*"]

Additional terms & conditions and Variation Procedure

a) [Insert Sponsor's name] proposal

[extract wording from the notice supplied by the Sponsor to AKIL under G3.2(a)(v)]

b) AKIL's proposals

[If AKIL has no additional/ varying proposals, the following wording can be used: "*AKIL has no further proposals which vary from those outlined above*". Consider use, if appropriate, of: "Once this CVL Network Change has become an established CVL Network Change (as defined in Part G of the CVL Network Code), AKIL will, if instructed by the Sponsor, use the following variation procedure if the Sponsor wishes to make any modification to the terms or conditions (including as to the specification of the works to be done, their timing, the manner of their implementation, the costs to be incurred and their sharing, and the division of risk) on which the change was established:

AKIL shall ensure the specific variation (or variations) is formally communicated to all parties to this notice (the original consultation notice) for consideration. The parties to the consultation shall consider the variation (or variations) in accordance with the procedures set out in Conditions G3 and G4 allowing for the changes in detail that must follow as a result of the procedure applying only to the proposed variation. It shall not be necessary for AKIL to re-issue the entire CVL Network Change notice for consultation.

Distribution List

[n.b. Sponsor to be copied in]

[Insert here]

Standard Form H

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
Our ref:
Date:

Email: cvltrackaccess@amey.co.uk

To: see distribution list

Dear colleague,

**Amey Keolis Infrastructure Limited (AKIL) provision of preliminary response to proposed G3 CVL Network Change:
(Location)
(Nature of Change)**

With reference to the notice of proposal for CVL Network Change sent by [insert Train Operator name] on [insert date] to AKIL and the CVL Network Change notice issued by AKIL on [insert Train Operator's name] behalf in relation to the proposed scheme to [insert nature of change and location], and the subsequent request that AKIL provides a preliminary response under Condition [G3.4.1(a)*] [G3.4.1(b)*] [*delete whichever, if any, is not applicable], this letter constitutes our preliminary response.

[For responses under G3.4.1(a) insert a preliminary estimate of those costs, losses and expenses referred to in Condition G4.2 which may be incurred by AKIL].

[For responses under Condition G3.4.1(b) insert a preliminary written response in respect of the proposed CVL Network Change. This shall be binding on AKIL unless indicated otherwise and shall include reasons if negative].

Yours faithfully,

Sender's name

Standard Form I

Name of Train Operator
Address 1
Address 2
Address 3
Postcode
Date:
Our Ref:

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
AKIL reference: [xxxxxxx]

Dear

**[insert Train Operator name] acceptance of proposed G3 CVL Network Change:
(Location)
(Nature of Change)**

With reference to the CVL Network Change notice issued by Amey Keolis Infrastructure Limited (AKIL) on behalf of [insert name of Sponsoring Train Operator] on [insert date] in relation to the proposed scheme to [insert nature of change and location], this letter constitutes [insert Train Operator's name] formal response as requested by AKIL under Condition G3.3.1(c) of the CVL Network Code.

[Insert responding Train Operator name] requires that AKIL communicates the comments below in its own response to [insert Sponsoring Train Operator name] under Condition G4.

[Insert Train Operator name] considers that in relation to the proposed CVL Network Change [insert Train Operator name] should be entitled to compensation for the consequences of the implementation of the change [in accordance with the compensation terms proposed under Condition G3] [or] [on terms other than those proposed (if any) under Condition G3].

[The following text may be used (if required and appropriate) as an alternative to the response above:[Insert Train Operator name] considers that the proposed CVL Network Change will have no material effect on the operation of our trains on the network and the change may be implemented without the need for compensation to [insert name of Train Operator].]

[Following wording to be used if first option above is used:

To the extent that the information provided in the G3 CVL Network Change notice has enabled us to assess the likely effect of the proposed change, [a statement of the amount of compensation required and the methodology used to calculate this amount]/ [the methodology to be used to calculate the amount of compensation required as this actual amount can not yet be determined][*use one or the other of these statements*], and the means by which the compensation should be paid is shown in Appendix A to this letter. Also included are security and/or assurance of payment provisions which we wish [insert Sponsor name] to provide* [* delete this sentence if not applicable].]

[Following wording to be used if appropriate]

[[insert Train Operator name] wishes AKIL to treat this response as “sensitive information” as that term is defined in Part A of the CVL Network Code. As such we will supply a non-sensitive version of this response as required under Condition A3.7 for publication on the AKIL website.]

Yours sincerely,

Name

Title & Company name

Standard Form J

Name of Train Operator
Address 1
Address 2
Address 3
Postcode
Date:
Our Ref:

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
AKIL reference: [xxxxxxx]

Dear

**[insert Train Operator name] rejection of proposed G3 CVL Network Change:
(Location)
(Nature of Change)**

With reference to the CVL Network Change notice issued by Amey Keolis Infrastructure Limited (AKIL) on behalf of [insert name of Sponsoring Train Operator] on [insert date] in relation to the proposed scheme to [insert nature of change and location], this letter constitutes [insert Train Operator's name] formal response as requested by AKIL under Condition G3.3.1(c) of the CVL Network Code.

[Insert responding Train Operator name] requires that AKIL communicates the comments below in its own response to [insert Sponsoring Train Operator name] under Condition G4.

[Insert Train Operator name] considers that the proposed CVL Network Change satisfies the condition outlined in [delete those options not applicable and retain the applicable response(s)]

- Condition G4.1.1(a)(i) in that it would necessarily result in AKIL breaching [insert Train Operator's name] Track Access Contract. As such [insert Train Operator name] objects formally to the change being made;
- Condition G4.1.1(a)(ii) in that [insert Sponsor name] failed to comply with its obligations under Condition G3.1 and a level of information to the extent reasonably necessary to inform us of the change and to enable us to assess the consequences for us of the change, as required under Condition G3.3.1(b), was not provided. As such [insert Train Operator name] objects formally to the change being made;
- Condition G4.1.1(a)(iii) in that, if implemented, it would result in a material deterioration in the operation of our trains on the Network which cannot adequately be compensated for under Condition G4. As such [insert Train Operator name] objects formally to the change being made;

- Condition G4.1.1(a)(iv) in that the proposed change does not adequately take account of [insert Train Operator's name] reasonable expectations as to the future use of this part of the Network. As such [insert Train Operator name] objects formally to the change being made.

Our reasons for the above response are as follows:

[insert reasons for the response]

[insert any additional comments relevant to AKIL/ the Sponsor taking this proposal forward e.g. probability of Train Operator accepting the scheme if certain changes are made etc.

[If a Train Operator has, by way of completing this form, rejected the CVL Network Change but wishes to reserve the right to claim compensation under G4.1.1(d) for the change if it goes ahead, the following wording should be used:]

[Notwithstanding [insert Train Operator's name] rejection of this CVL Network Change proposal outlined above, [insert Train Operator name] believes it should be entitled to compensation should the change go ahead. Such compensation would be due [in accordance with the compensation terms proposed under Condition G3] *[or]* [on terms other than those proposed (if any) under Condition G3]. [insert Train Operator name] will provide a formal response to AKIL under Conditions G4.1.1(d) and G4.1.2 once its rejection(s) under G4.1.1(b) have been resolved.]

[Following wording to be used if appropriate]

[[insert Train Operator name] wishes AKIL to treat this response as "sensitive information" as that term is defined in Part A of the CVL Network Code. As such we will supply a non-sensitive version of this response as required under Condition A3.7 for publication on the AKIL website.]

Yours sincerely,

Name

Title/ Company

Standard Form K

Name of Consultee
Address 1
Address 2
Address 3
Postcode
Date:
Our Ref:

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
AKIL reference: [xxxxxxx]

Dear

**Comments on proposed G3 CVL Network Change:
(Location)
(Nature of Change)**

With reference to the CVL Network Change notice issued by Amey Keolis Infrastructure Limited (AKIL) on behalf of [insert sponsoring Train Operator name] on [insert date] in relation to the proposed scheme to [insert nature of change and location], [insert name of organisation] wishes to make the following comments:

[insert any comments here]

[Following wording to be used if appropriate]

[insert consultee name] wishes AKIL to treat this response as “sensitive information” as that term is defined in Part A of the CVL Network Code. As such we will supply a non-sensitive version of this response as required under Part A of the CVL Network Code (Condition A3.5) for publication on the AKIL website under Condition GA3(b)(ii).]

Yours sincerely,

Name

Title/ Company

Standard Form L

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
Our ref:
Date:

Email: cvltrackaccess@amey.co.uk

To: see distribution list

Dear colleague,

Amey Keolis Infrastructure Limited (AKIL) acceptance of proposed G3 CVL Network Change:(Location) (Nature of Change)

With reference to the CVL Network Change notice issued by AKIL on behalf of [insert Sponsor name] on [insert date] in relation to the proposed scheme to [insert nature of change and location], this letter constitutes AKIL's formal response under Condition G4 of the CVL Network Code.

AKIL considers that in relation to the proposed CVL Network Change [delete the option(s) not applicable]:

- AKIL should be entitled to compensation from [insert Sponsor name] for the consequences of the implementation of the change [in accordance with the compensation terms proposed under Condition G3] [or] [on terms other than those proposed (if any) under Condition G3].; *[and]*
- [insert name of Train Operator(s) who have submitted a claim for compensation under Condition G4.1.1(d)] should be entitled to compensation from [insert Sponsor name] for the consequences of the implementation of the change [in accordance with the compensation terms proposed under Condition G3] [or] [on terms other than those proposed (if any) under Condition G3].;

[The following text may be used (if required and appropriate) as an alternative to the response(s) above:

- AKIL believes and has not been advised to the contrary by any Train Train Operator, that the proposed change will have no material effect on the maintenance or operation of the Network or the operation of any train on the Network and the change may be implemented without the need for compensation.

[Following wording to be used if one or both of the first two options above are used]

To the extent that the information provided in the Sponsoring Train Operator's proposal for CVL Network Change (issued under Condition G3.1) has enabled AKIL and other operators of railway assets consulted to assess the likely effect of the proposed change, [a statement/ statements of the amount of compensation required and the methodology used to calculate this amount]/ [the methodology/ methodologies to be used to calculate the amount of compensation required as this actual amount cannot yet be determined][*use one or the other of these statements*], and the means by which the compensation should be paid is shown in Appendix A to this letter. Also included are security and/or assurance of payment provisions which [AKIL and/or Train Operator(s)] wish [insert Sponsoring Train Operator name] to provide* [* delete if not applicable].

Yours faithfully,

Sender's name

Appendix A [use if necessary]

Standard Form M

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
Our ref:
Date:

Email: cvltrackaccess@amey.co.uk

To: see distribution list

Dear colleague,

Amey Keolis Infrastructure Limited (AKIL) rejection of proposed G3 CVL Network Change:(Location) (Nature of Change)

With reference to the CVL Network Change notice issued by AKIL on behalf of [insert Sponsor name] on [insert date] in relation to the proposed scheme to [insert nature of change and location], this letter constitutes AKIL 's formal response under Condition G4 of the CVL Network Code.

In light of AKIL's own assessment of the proposed CVL Network Change and the feedback received from those operators of railway assets consulted during the formal consultation, AKIL considers that the proposed CVL Network Change satisfies the condition outlined in [delete those options not applicable and retain the applicable response(s)]

- Condition G4.1.1(a)(i) in that it would necessarily result in AKIL breaching an access contract with another train operator. As such AKIL objects formally to the change being made;
- Condition G4.1.1(a)(ii) in that [insert Sponsor name] has failed in a material respect to comply with its obligations under G3.1 (despite being given a reasonable opportunity to remedy that failure). As such AKIL objects formally to the change being made;
- Condition G4.1.1(a)(iii) in that, if implemented, it would result in a material adverse effect on the maintenance or operation of the Network or of any train on the Network which cannot adequately be compensated for under Condition G4. As such AKIL objects formally to the change being made;
- Condition G4.1.1(a)(iv) in that the proposed change does not adequately take account of the reasonable expectations of AKIL [and/or] [insert name of Train Operator(s)] as to the future use of this part of the Network. As such AKIL objects formally to the change being made.

The reasons for the above response are as follows:

[insert reasons for the response from both AKIL and other affected operators as appropriate]

[insert any additional comments relevant to taking this proposal forward e.g. probability of AKIL / other Train Operators accepting the scheme if certain changes are made etc.]

[If AKIL has, by way of completing this form, rejected the CVL Network Change either on its own behalf and/or on behalf of a Train Operator, and a rejecting party wishes to reserve the right to claim compensation for the change under G4.1.1(c) or G4.1.1(d) if it goes ahead, the following wording should be used:]

[Notwithstanding [AKIL's] [and/or] [insert Train Operator's/Train Operators' name(s)] rejection of this CVL Network Change proposal outlined above, [AKIL [and/or] [insert operator name(s)] believe(s) it/they should be entitled to compensation should the change go ahead. Such compensation would be due [in accordance with the compensation terms proposed under Condition G3] [or] [on terms other than those proposed (if any) under Condition G3]. AKIL will provide a formal response to [insert Sponsor's name] under Conditions G4.1.1(c), G4.1.1(d) and G4.1.2 once the rejection(s) under G4.1.1(a) or (b) have been resolved.].]

Yours faithfully,

Sender's name

Standard Form N

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
Our ref:
Date:

Email: cvltrackaccess@amey.co.uk

To: see distribution list

Dear colleague,

Notice of intended Scope for a CVL Network Change using the Complex Projects Procedure: (Location) (Nature of Change)

This notice of intended Scope is issued in accordance with Condition G5.4 of the CVL Network Code and constitutes a formal notice under that Condition.

AKIL wishes to develop the CVL Network Change described above using the Complex Projects Procedure. The relevant consultation required under Conditions G5.2 and G5.3 has now been concluded and in order to proceed towards a CVL Network Change proposal, AKIL is required under Condition G5.4 to issue this notice of intended Scope to all affected Train Operators for consultation. Condition G5.5 allows each affected Train Operator to consider the intended Scope and advise AKIL whether it agrees to it.

In summary the intended Scope covers [insert 2-3 lines maximum giving a brief summary of the proposals contained in the Scope]. A detailed explanation of the intended Scope is set out in Appendix A to this letter.

In accordance with Condition G5.5 AKIL is seeking comments from you and the persons listed in the attached distribution list to establish whether or not you agree to the Scope. We invite you to consider the proposal and forward your comments to us by [insert date 30 days minimum from date of this letter]. If a formal written response is not received by this date, it will be deemed that you have agreed to the Scope as if you had given notice to AKIL under Condition G5.5(a).

Please respond using either standard form (o) or (p) which can be located on AKIL's website. Wherever practically possible, please send all responses electronically to cvltrackaccess@amey.co.uk. Please also send a signed hard copy of your response (excluding any appendices if these have already been e-mailed) to the above address.

Respondents should clearly indicate if they consider that all or part of their response is "sensitive information" as defined in Part A of the CVL Network Code.

Please let me know if you require any further details to enable you to respond formally to this notice.

I look forward to receiving your response to enable the progression of this proposal.

Yours faithfully,

Sender's name

Appendix A

[Appendix to be used for detailed specification of the Scope.

Information should be broken up into headed sections and should include, but not be confined to, the following headings:]

Details of the proposed CVL Network Change

[This should include as much detail as AKIL can reasonably make available about the proposed change]

Reasons for the proposed CVL Network Change

[Include reasons as to why the change is proposed, as given in the main letter, with more detail if necessary. Also outline the effect it is intended or may reasonably be expected to have on the operation of the Network or on trains operated on the Network]

Reasons why the CVL Network Change should be established in accordance with the Complex Projects Procedure

[Outline why this is preferable to issuing a G1 CVL Network Change notice straight away e.g. size of the proposed project, complexity, extended timescales, need for development of technology etc.]

Draft plan of the intended stages of work to be done under the Complex Projects and a timetable

[E.g. the preparatory works to be undertaken and their timings, timescales for issue of a full G1 CVL Network Change notice]

Any other information

[Include any other information which AKIL reasonably believes an affected Train Operator may reasonably require to understand the proposed CVL Network Change]

Distribution List

[Insert here]

Standard Form O

Name of Train Operator/consultee

Address 1

Address 2

Address 3

Postcode

Date:

Our Ref:

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
AKIL reference: [xxxxxxx]

Dear

**Acceptance of G5 Notice of intended Scope
(Location)
(Nature of Change)**

With reference to the Notice of intended Scope G5 CVL Network Change notice issued by Amey Keolis Infrastructure Limited (AKIL) on [insert date] in relation to the proposed scheme to [insert nature of change and location], this letter constitutes [insert Train Operator's name] formal acceptance of the Scope under Condition G5.5 of the CVL Network Code.

[Following wording to be used if appropriate]

[insert Train Operator/ consultee name] wishes AKIL to treat this response as "sensitive information" as that term is defined in Part A of the Network Code. As such we will supply a non-sensitive version of this response as required under Part A of the CVL Network Code (Condition A3.5) for publication on the AKIL website.]

Yours sincerely,

Name

Title & Company name

Standard Form P

Name of Train Operator/consultee

Address 1

Address 2

Address 3

Postcode

Date:

Our Ref:

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
AKIL reference: [xxxxxxx]

Dear

**Rejection of G5 Notice of intended Scope
(Location)
(Nature of Change)**

With reference to the G5 Notice of intended Scope notice issued by Amey Keolis Infrastructure Limited (AKIL) on [insert date] in relation to the proposed scheme to [insert nature of change and location], this letter constitutes [insert Train Operator's name] formal response under Condition G5.5 of the CVL Network Code.

[Insert Train Operator name] considers that there is a reasonable likelihood that, if the Scope were to be proposed as part of a CVL Network Change under Condition G1, [Insert Train Operator name] would be likely to succeed in preventing the CVL Network Change being established solely due to it being entitled to give notice under Condition G2.1.1(a) that one or more of the following Conditions apply: [delete those options not applicable and retain the applicable response(s)]

- Condition G2.1.1(a)(i) in that it would necessarily result in AKIL breaching [insert Train Operator's name] Track Access Contract.
- Condition G2.1.1(a)(ii) in that it was not presented to [insert Train Operator name] by AKIL in sufficient detail;
- Condition G2.1.1(a)(iii) in that, if implemented, it would result in a material deterioration in the performance of our trains which cannot adequately be compensated for under Condition G2;
- Condition G2.1.1(a)(iv) in that the proposed change does not adequately take account of [insert Train Operator's name] reasonable expectations as to the future use of this part of the Network.

As such [insert Train Operator name] does not agree to the Scope.

Our reasons for the above response are as follows:

[insert reasons for the response]

[insert any additional comments relevant to AKIL taking this proposal forward e.g. probability of Train Operator accepting the Scope if certain changes are made etc.]

[Following wording to be used if appropriate]

[[insert Train Operator name] wishes AKIL to treat this response as “sensitive information” as that term is defined in Part A of the CVL Network Code. As such we will supply a non-sensitive version of this response as required under Condition A3.7 for publication on the AKIL website under Condition GA3(b)(ii).]

Yours sincerely,

Name

Title/ Company

Standard Form Q

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
Our ref:
Date:

Email: cvltrackaccess@amey.co.uk

To: see distribution list

Dear colleague,

**Proposed G9 Competent Authority CVL Network Change
(Location)
(Nature of Change)**

This CVL Network Change notice is issued in accordance with Condition G9 (Changes imposed by Competent Authorities) of the CVL Network Code and constitutes a formal proposal for a CVL Network Change required as a result of a Change of Law or the Direction of a Competent Authority.

Amey Keolis Infrastructure Limited (AKIL) is required to implement the CVL Network Change described above as a result of [a Change of Law*] [a Direction of a Competent Authority (namely [insert name of CA])*] [* delete whichever is not applicable] and is obliged under Condition G9.1(a) to comply with Conditions G1.1 and G1.2 in respect of that CVL Network Change. This includes giving notice of the required CVL Network Change to the parties shown on the attached distribution list.

This notice outlines AKIL's proposal to implement this Competent Authority CVL Network Change by [insert 2-3 lines maximum giving a brief outline of the scheme]. A detailed specification of the scheme is set out in Appendix A to this letter and includes a plan showing where the work is to be done and the parts of the Network and associated railway assets likely to be affected. This change has been proposed [state reasons why the change is proposed] as detailed in Appendix A.

As outlined in Condition G9.1(c) each Access Party shall bear its own costs and losses arising from the implementation of the CVL Network Change or the consequences thereof.

In accordance with Condition G1.2(d), AKIL is seeking comments from you and the persons listed in the attached distribution list on the proposed CVL Network Change. We invite you to consider the proposed scheme and forward your comments to us by [insert date 30 days minimum from date of this letter]. If a formal response is not received by this date, it will be deemed that you have no comments to make on the CVL Network Change itself or on AKIL's proposals for its implementation.

Please respond using the standard form (r) which can be located on AKIL's website. Wherever practically possible, please send all responses electronically to [insert e-mail address of CVL Network Change Coordinator]. Please also send a signed hard copy of your response (excluding any appendices if these have already been e-mailed) to the above address.

Respondents should clearly indicate if they consider that all or part of their response is "sensitive information" as defined in Part A of the CVL Network Code.

Please note that this consultation is conducted without prejudice to the responsibilities of each affected Train Operator in respect of alterations to railway vehicles and Services as outlined under Condition G9.1(b).

Please let me know if you require any further details to enable you to respond formally to this notice.

I look forward to receiving your response to enable the progression of this proposal.

Yours faithfully,

Sender's name

Appendix A

[Appendix to be used for detailed scheme specification. More detail than provided in the main letter on reasons why the change is proposed, may also be included.

Information should be broken up into headed sections and should include, but not be confined to, the following headings:]

Reasons for proposed change

[Include reasons as to why the change is proposed, as given in the main letter, with more detail if necessary. Also outline the effect intended or expected on the operation of the Network or on trains operated on the Network]

Specification of works

[To include a detailed scheme specification and a plan showing where the work is to be done and the parts of the Network and associated railway assets likely to be affected]

Proposed timescales

[To include proposed times within which work will be done including start and end dates. If it is not possible to give even an indication of timings, wording such as “*Details of possessions are not yet known. However, any required possessions will be consulted with all parties through the normal planning process*” is permissible]

Variation Procedure

[Include any additional terms and conditions to apply to the change and the proposed variation procedure outlined below]

Once this CVL Network Change has become an established CVL Network Change (as defined in Part G of the CVL Network Code), AKIL may, if it wishes to make any modification to the terms or conditions (including as to the specification of the works to be done, their timing, the manner of their implementation, the costs to be incurred and their sharing, and the division of risk) on which the change was established, use the following variation procedure will be used:

AKIL shall ensure the specific variation (or variations) is formally communicated to all parties to this notice (the original consultation notice) for consideration. The parties to the consultation shall consider and respond to the variation (or variations) in accordance with the procedures set out in Conditions G1 and G2 allowing for the changes in detail that must follow as a result of the procedure applying only to the proposed variation. It shall not be necessary for AKIL to re-issue the entire CVL Network Change notice for consultation.

Distribution List

[Insert here]

Standard Form R

Name of Train Operator/consultee

Address 1

Address 2

Address 3

Postcode

Date:

Our Ref:

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
AKIL reference: [xxxxxxx]

Dear

**Comments on proposed G9 Competent Authority CVL Network Change
(Location)
(Nature of Change)**

With reference to the Competent Authority G9 CVL Network Change notice issued by Amey Keolis Infrastructure Limited (AKIL) on [insert date] in relation to the proposed scheme to [insert nature of change and location], [insert name of Train Operator/organisation] wishes to make the following comments:

[insert any comments here]

[Following wording to be used if appropriate]

[insert Train Operator/ consultee name] wishes AKIL to treat this response as “sensitive information” as that term is defined in Part A of the CVL Network Code. As such we will supply a non-sensitive version of this response as required under Condition A3.7 for publication on the AKIL website.]

Yours sincerely,

Name

Title/ Company

Standard Form S

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
Our ref:
Date:

Email: cvltrackaccess@amey.co.uk

To: see distribution list

Dear colleague,

**Notice of Amey Keolis Infrastructure Limited (AKIL) entitlement to implement proposed G1/ G5 [delete as applicable] CVL Network Change:
(Location)
(Nature of Change)**

The consultation period for the CVL Network Change described above has now ended and AKIL considers it expedient to confirm that it believes Condition G10.1.1 has been satisfied such that AKIL is entitled to implement the proposed CVL Network Change.

If any Train Operator disputes AKIL's entitlement to implement the change it should, in accordance with Condition G10.1.3 advise this to AKIL by [insert date 21 days after the date of this notice] using the standard form (t), which can be located on AKIL's website, giving full particulars of your reasons.

If no objection is received by that date, AKIL's entitlement to implement the change will be confirmed in accordance with G10.1.3 and will become an established CVL Network Change as defined in Part G of the CVL Network Code. Should there be any proposed future variations to the established CVL Network Change, I will contact you again.

Thank you for your co-operation in processing this proposal as required under Part G of the CVL Network Code.

Yours faithfully

Sender's name

Distribution List

[Insert here]

Standard Form T

Name of Train Operator
Address 1
Address 2
Address 3
Postcode
Date:
Our Ref:

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
AKIL reference: [xxxxxxx]

Dear

**[Insert Train Operator name] rejection of Amey Keolis Infrastructure Limited (AKIL) entitlement to implement proposed G1 CVL Network Change:
(Location)
(Nature of Change)**

With reference to the notice issued by AKIL on [insert date] outlining its entitlement to implement the CVL Network Change proposal to [insert nature of change and location], [insert Train Operator's name] in accordance with Condition G10.1.3 of the CVL Network Code dispute AKIL's entitlement to implement the CVL Network Change.

[Insert Train Operator name] considers that Condition G10.1.1 has not been satisfied because [state full reasons].

[Following wording to be used if appropriate]

[[insert Train Operator name] wishes AKIL to treat this response as "sensitive information" as that term is defined in Part A of the CVL Network Code. As such we will supply a non-sensitive version of this response as required under Condition A3.7 for publication on the AKIL website.]

Yours sincerely,

Name

Title/ Company

Standard Form U

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
Our ref:
Date:

Email: cvltrackaccess@amey.co.uk

To: see distribution list

Dear colleague,

**Notice of [insert name of Sponsor] entitlement to instruct Amey Keolis Infrastructure Limited (AKIL) to implement proposed G3 CVL Network Change:
(Location)
(Nature of Change)**

The consultation period for the CVL Network Change described above has now ended and [insert name of Sponsor] considers it expedient to confirm that it believes Condition G10.2.1 has been satisfied such that [insert name of Sponsor] is entitled to instruct AKIL to implement the proposed CVL Network Change.

If any Train Operator disputes AKIL's entitlement to implement the change it should, in accordance with Condition G10.2.3 advise this to AKIL and [insert name of Sponsor] by [insert date 21 days after the date of this notice]. Standard form v, which can be located on AKIL's website, may be used for this purpose.

If no Train Operator objection is received by that date, and subject to no notice being sent by AKIL to [insert name of Sponsor] by [insert date 34 days after the date of this notice] rejecting [insert name of Sponsor]'s entitlement to instruct AKIL to implement the change, this entitlement will be confirmed in accordance with G10.2.3. The CVL Network Change proposal will then become an established CVL Network Change as defined in Part G of the CVL Network Code. Should there be any proposed future variations to the established CVL Network Change, I will contact you again.

Yours faithfully,

Sender's name

Distribution List

[Insert here]

Standard Form V

Name of Train Operator
Address 1
Address 2
Address 3
Postcode
Date:
Our Ref:

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
AKIL reference: [xxxxxxx]

Dear

**[Insert Train Operator name] rejection of [insert name of Sponsor]’s entitlement to instruct Amey Keolis Infrastructure Limited (AKIL) to implement proposed G3 CVL Network Change:
(Location)
(Nature of Change)**

With reference to the notice issued by AKIL on [insert date] outlining [insert name of Sponsor]’s entitlement to instruct AKIL to implement the CVL Network Change proposal to [insert nature of change and location], this letter constitutes [insert Train Operator’s name] formal rejection of that position under Condition G10.2.3(b) of the CVL Network Code.

[Insert Train Operator name] considers that Condition G10.2.1 has not been satisfied because [state full reasons]. As such, [insert name of Sponsor] is not entitled to instruct AKIL to implement the proposed CVL Network Change.

[Following wording to be used if appropriate]

[[insert Train Operator name] wishes AKIL to treat this response as “sensitive information” as that term is defined in Part A of the CVL Network Code. As such we will supply a non-sensitive version of this response as required under Condition A3.7 for publication on the AKIL website.]

Yours sincerely,

Name, Title/ Company

Standard Form W

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
Our ref:
Date:

Email: cvltrackaccess@amey.co.uk

To: see distribution list

Dear colleague,

AKIL rejection of Sponsor's entitlement to instruct Amey Keolis Infrastructure Limited (AKIL) to implement proposed G3 CVL Network Change:

(Location)

(Nature of Change)

With reference to the notice issued by AKIL on [insert date] on [insert name of Sponsor]'s behalf outlining [insert name of Sponsor]'s perceived entitlement to instruct AKIL to implement the CVL Network Change proposal outlined above, this letter constitutes AKIL's formal rejection of that position under Condition G10.2.3(a) of the CVL Network Code.

AKIL considers that Condition G10.2.1 has not been satisfied because [state full reasons]. As such, [insert name of Sponsor] is not entitled to instruct AKIL to implement the proposed CVL Network Change.

[Following wording to be used if appropriate]

[AKIL wishes to treat this response as "sensitive information" as that term is defined in Part A of the CVL Network Code. As such we will publish a non-sensitive version of this response as required under Condition A3.2 for publication on the AKIL website.]

Yours faithfully,

Sender's name

Standard Form X

Transport for Wales CVL Infrastructure Depot/Ty Trafnidiaeth
Trefforest Industrial Estate
Pontypridd
Wales
CF37 5UT
Our ref:
Date:

Email: cvltrackaccess@amey.co.uk

To: see distribution list

Dear colleague,

**Establishment of proposed G1/G3/G5 [delete as applicable] CVL Network
Change:
(Location)
(Nature of Change)**

The consultation period for the CVL Network Change described above has now ended and I am pleased to advise that any objection, comment or query received has been satisfactorily resolved.

As such the change has now become an established CVL Network Change as defined in Part G of the CVL Network Code. The works necessary to achieve the established CVL Network Change can now be undertaken. Should there be any proposed future variations to the established CVL Network Change, I will contact you again.

Thank you for your co-operation in processing this proposal as required under Part G of the CVL Network Code.

Yours faithfully,

Distribution List

[Insert here]