Email: cvltrackaccess@amey.co.uk

Our Ref:

Date:

To: see distribution list

Dear colleague

Core Valley Lines (“CVL”) Vehicle Change - Variation Notice

Proposed Variation to CVL Vehicle Change: (Class of Train/Sponsor)

(Description of Change)

With reference to the CVL Vehicle Change notice issued by Seilwaith Amey Cymru /Amey Infrastructure Wales Ltd (“AIW”) on behalf of [Insert Sponsor’s name] on [insert date] and the Establishment of proposed CVL Vehicle Change notice issued on [insert date], this Variation Notice constitutes a formal notification of a variation to the above established CVL Vehicle Change.

[Insert Sponsor’s name] wishes to consult relevant industry parties on this variation to the above CVL Vehicle Change. Condition F2.5.1 (c) allows all affected train operators to consider this variation and bring to AIW's attention any matters that concern them. Train Operators may also assess the impact of the proposed variation on their business and inform AIW what the costs, losses, expenses and benefits of implementing the variation are likely to be (if any).

This CVL Vehicle Change Variation Notice outlines [insert Sponsor’s name] proposal to [insert an outline of the original CVL Vehicle Change and the proposed variation (and any associated CVL network change requirements if relevant)]. A detailed specification of the changes to the class [insert class] operated by [Insert Sponsor’s name] is set out in Appendix A. [Insert Sponsor’s name] is proposing the variation because [state reasons why the variation is proposed].

AIW has detailed its estimate of the likely impact of the variation on the operation of the CVL network in Appendix B as required under F2.5.1 (b) (ii) and its own proposals in relation to various matters relating to the proposed CVL Vehicle Change as required under F2.5.1(b)(iii).

AIW must respond to this proposed variation by [insert date by when response is required] [(as specified in the original CVL Vehicle Change notice)]. AIW is seeking comments from you and the persons listed in the attached distribution list to establish whether or not you are content for the variation to be implemented. We invite you to consider the proposed variation to the established CVL Vehicle Change and forward your comments to us by [insert date between 7 and 10 days before the relevant response date]. If a formal response is not received by this date, you will be deemed to have accepted the proposal (including any offer of compensation) and to have no issues to raise with regard to the proposed variation.

Please respond using the appropriate standard form (e), (f) or (g), each of which can be found on AIW’s website.

Train Operators who may be materially affected by the variation should, if compensation is being claimed, provide evidence of the impact of the proposed variation on their business and inform AIW what the costs, direct losses, expenses (minus the benefits) of implementing the variation 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, in line with F3.2 and F3.3. Such response should be of sufficient detail to enable AIW to provide a comprehensive response to [insert Sponsor name] on your behalf.

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 cvltrackaccess@amey.co.uk .

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’s name] will be able to answer your queries, please contact:

[Name of contact

TOC

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

**Distribution List**

Train Operators potentially affected by the CVL Vehicle Change

The Office of Rail & Road

TfW

**Appendix A**

[Appendix to be used for details of the variation itself, including relevant supporting details from the original scheme specification and vehicle specification. Include, if necessary, more detail than provided in the main letter on reasons why the variation is proposed and how it will alter the rolling stock.]

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

**The following information has been provided by [Insert Sponsor’s name]:**

**Technical Acceptance**

[Details confirming that the train itself meets the necessary technical standards (Engineering Acceptance) and confirmation of the AIW acceptance certificate, and that the interface between the train and other vehicles, infrastructure, people or railway systems is safe (Route Acceptance).]

**Reasons for proposed variation**

[Include (if necessary) more detail than provided in the main letter on reasons why the variation is proposed.]

**Specification of Vehicle**

[To include a detailed description of the variation detailing the proposed physical changes to the R/S and a plan showing the parts of the CVL Network and associated railway assets likely to be affected, if applicable.]

**Details of where new R/S will operate**

[Including any variation to the information contained in the original notice as to where it currently runs/where it will run and details of current speeds and weights followed by proposed speeds and weights.]

**Details of CVL Network and associated works required to facilitate the variation to the CVL Vehicle Change**

[Include details of any CVL Network Change or any related changes that are being undertaken to facilitate the variation to the CVL Vehicle Change, if they are substantial and significant to understanding the scope of the overall scheme.]

**Additional terms and conditions**

[Include any additional terms and conditions to apply to the variation as specified in the Sponsor’s proposal notice to AIW]

**Any other material facts**

[Include any other additional material facts that cannot be encompassed by the above headings, describe the effect intended or expected on the operation of the CVL Network or on trains operated on the CVL Network to enable AIW and any person specified in Condition F2.1(b) to assess the likely effect of the proposed variation on its business and its performance of any obligations or the exercise of any discretions which it has in relation to railway services.]

**Appendix B**

**The following are AIW’s proposals in respect of the proposed variation to the established CVL Vehicle Change:**

**AIW’s Assessment of the impact of the proposed variation**

[include details of the impact proposed variation will have on the operation and performance of the CVL Network]

**AIW’s proposals to facilitate CVL Vehicle Change**

[include the following details: Arrangements and proposed terms for CVL Vehicle Change; arrangements for determining and paying compensation in respect of the variation; and details of any timetable changes]

**Proposed timescales**

[include proposed timetable for implementing the proposed variation as part of the overall CVL Vehicle Change, including start and end dates]

**AIW’s proposals for the division of costs and compensation**

[include division of costs for carrying out the variation and any additional terms and conditions]

**Additional Terms and Conditions**

[If AIW has no additional/ varying proposals, the following wording can be used: “*AIW has no further proposals which vary from those outlined in Appendix A*”.]

**Description of differences in proposals**

[explain any differences between Sponsor’s own proposals]