Email: cvltrackaccess@amey.co.uk

Our Ref:

Date:

To: see distribution list

Dear colleague

CVL Vehicle Change Notice

Proposed Competent Authority Core Valley Lines (“CVL”) Vehicle Change

(Class)

(Description of Change)

This CVL Vehicle Change notice is issued in accordance with Condition F4 (Changes imposed by Competent Authorities) of the CVL Network Code and constitutes a formal proposal for a CVL Vehicle Change under that Condition.

[Insert Sponsor’s name] is required to implement the CVL Vehicle 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] [insert relevant TOCs name] and Seilwaith Amey Cymru /Amey Infrastructure Wales Ltd (“AIW”) are obliged under Condition F4 to comply with Conditions F2.1, F2.2 and F2.5 (other than Conditions F2.2(a)(vi) and F2.5.1 (b)(iii)(B) and (D)) in respect of that CVL Vehicle Change. This includes AIW giving notice of the required CVL Vehicle Change to the parties shown on the attached distribution list.

This notice outlines [insert relevant TOCs name] proposal to implement this Competent Authority CVL Vehicle Change by [insert a brief outline of the scheme]. A detailed specification of the required changes are set out in Appendix A to this letter and include all required changes to the Specified Equipment. This change has been proposed [state reasons why the change is proposed (Inc. benefits etc.)].

As outlined in Condition F4.3 each Access Party shall bear its own costs and losses arising from the implementation of the CVL Vehicle Change or the consequences thereof.

AIW is seeking comments from you and the persons listed in the attached distribution list on the proposed CVL Vehicle Change. We invite you to consider the proposal and forward your comments to us by [insert date – between 7 and 10 days before the response date]. If a formal response is not received by this date, you will be deemed to have no comments to make on the CVL Vehicle Change itself or on proposals for its implementation.

Please respond with comments using standard form (L) which can be found on AIW’s website. Wherever practically possible, 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 CVL Network Code.

Please note that this consultation is conducted without prejudice to the responsibilities of each affected Train Operator under Conditions G1.1 and G1.2 (other than Condition G1.2(e)(iv)) 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

**Distribution List**

Train Operators potentially affected by the CVL Vehicle Change.

The Office of Rail & Road

TfW

**Appendix A**

[Appendix to be used for detailed scheme specification and vehicle specification. Include, if necessary, more detail than provided in the main letter on reasons why the change is proposed and how it will alter the rolling stock.]

[Information should be broken up into headed sections and should include, but 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 NRAB acceptance certificate, and that the interface between the train and other vehicles, infrastructure, people or railway systems is safe (Route Acceptance).]

**Reasons for proposed change**

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

**Specification of Vehicle**

[To include a detailed description of the CVL Vehicle Change 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 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 CVL Vehicle Change**

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

**Additional terms and conditions**

[Include any additional terms and conditions to apply to the change 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 change 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 CVL Vehicle Change:**

**AIW’s Assessment of the impact of the proposed CVL Vehicle Change**

[include details of the impact proposed change 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 change; and details of any timetable changes]

**Proposed timescales**

[include proposed timetable for implementing the proposed change, including start and end dates]

**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*”. Consider use, if appropriate, of: “If, following confirmation from AIW that this CVL Vehicle Change has become an Established CVL Vehicle Change (as defined in Part F of the CVL Network Code), the Sponsor wishes to modify 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 Established CVL Vehicle Change is to be carried out, the following variation procedure will be used:

AIW 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 F2 and F3 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 AIW, on behalf of [insert Sponsor’s name], to re-issue the entire CVL Vehicle Change notice for consultation.]