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| **Date** | **Item** |  |
| 8 Sep 23 | Letter | Proposal of trial of an additional afternoon/evening peak path for weeks 37, 43, 45 and 47. Invited operators to a meeting on 13 Sep to discuss in more detail. |
| 13 Sep 23 | Meeting | Discussed feedback from Week 33 and 15.5tph trial |
| 22 Sep 23 | Meeting | Continued discussion regarding 15.5 tph trial and agreed assumptions. Agreed to meet 4-weekly throughout winter 23/24 2 track |
| 13 Oct 23 | Meeting | NR discussed methodology for collecting performance data and how it would be presented. Agreed that longer dwell would be included at Reading for GWR trains. |
| 10 Nov 23  13 Nov 23 | Meeting  Email - Minutes | Presented performance data and discussed weeks to sue for demand data collection. All parties agreed to collect 10 weeks of data. All agreed to pause Sat 2TT workstream except for demand data collection. |
| 15th Dec 23 | Meeting | Reviewed performance data. |
| 23 Oct 23 | Letter | Request for passenger demand data for 10 weeks to assess Sat and Sun demand. Also asked for any passenger handling observations. |
| 7 Dec 23 | Email | Submission of demand data – GWR. GWR unable to provide the data over 10 weekends therefore provided loadings used by DfT instead. |
| 05 Jan 24  11 Jan 24 | Meeting  Email | 4 weekly operator engagement call – NR expressed key dates for 2TT and identified potential risks/issues  Minutes of Meeting issued – Highlighted sources and due dates for freight/passenger demand data and examines analytic process for data |
| 09 Feb 24  23 Feb 24 | Meeting  Email | 4 weekly operator engagement call – NR expressed Route concerns over dip in performance during 2TT  Minutes of Meeting issued – Highlighted operators concern over a reduction in tph and a position to maintain capacity |
| 01 Mar 24  05 Apr 24 | Meeting  Email | 4 weekly operator engagement call – NR identified operator's actions to improve performance  Minutes of Meeting issued – Highlighted the need to establish resilience during 2TT, and operators encouraged to deliver services promptly. |
| 21 Mar 24 | Email | Submission of demand data – HEX |
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| 9 Apr 23 | Email | Submission of demand data – MTR |
| 26 Apr 24  29 Apr 24 | Meeting  Email | 4 weekly operator engagement call. NR summarised review of winter 23/24 performance analysis.  Minutes of meeting issued – Highlighted significant dip in performance by operators as operators agreed to identify mitigations |
| 17 May 24 | Email | Decision Criteria issued |
| 21/05/2024  11:00 | Meeting | Demand data review with HEx |
| 22/05/2024  12:30 | Meeting | Demand data review with GWR |
| 22/05/2024  15:00 | Meeting | Demand data review with MTR |
| 24/05/24  29/05/24 | Minutes  Email | 4 weekly operator engagement call – NR outlined position after winter 23/24 2 track and discussed decision criteria.  Summarised demand data review.  Minutes of meeting - Highlighted performance data based on passenger demand data provided by operators. |
| 06/06/2024  13:30 | Meeting | Informal discussion between NR and GWR to explain methodology of analysis of GWR passenger demand data. |