



TAP TSI

Telematics Applications for Passenger Services
Technical Specifications for Interoperability

TAP SC5	Version 02
SR	origin EN
06.03.12	status NA

TAP Phase one – Final minutes of the Fifth meeting of the STEERING COMMITTEE 10/01/12

1. Welcome

2. Adoption of the agenda

Adopted

3. Adoption of the minutes of TAP SteCo 4

Adopted with small corrections

4. Intermediate report: review and decisions

See in annex for the table analysing the comments received.

The **SteCo confirms that:**

- The **intermediate report** presents a **solid status overview** of work done so far and contains **no show stoppers**; the UITP and EPTO remarks on the Intermediate Report may have to be included in this assessment following further discussion of these organisations' feedback with the Commission.
- **Work can go ahead as planned**
- The initial results of **RU/ IM** are based on a **solid analysis; good progress** has been made **to converge with TAF TSI**, while the specificities of the passenger business are addressed; the statements on Train-ID will have to be re-assessed in conjunction with the TAF TSI community
- **Phase One** offers a **platform to prepare change requests**
- The **basic retail architecture** scenarios presented are **considered an appropriate starting point for low-cost solutions**; the Project Team shall take questions of centralisation vs. decentralisation of architecture elements into accounts
- Work on the **Full-Service Model** needs **to be extended beyond** the formal end of **Phase One**
- The report should be clear on what is covered by the regulation/ what goes beyond
- **SteCo is asked to stay on** until adoption of the revised Regulation (approx. mid-2013)
- **Team** is asked **to propose an organisational set-up for the next SteCo** meeting
- **SteCo** organisations **will help identify funding** options
- (For governance, see agenda item 5)
- There is a need for a common understanding of what is "settlement"/what is in, what is out. There will be an informal meeting among steering committee members to brainstorm on that.

There will be a separate meeting organised with co-chairs to tackle UITP and EPTO concerns before the next SteCo meeting. Feedback will be given at the next SteCo.

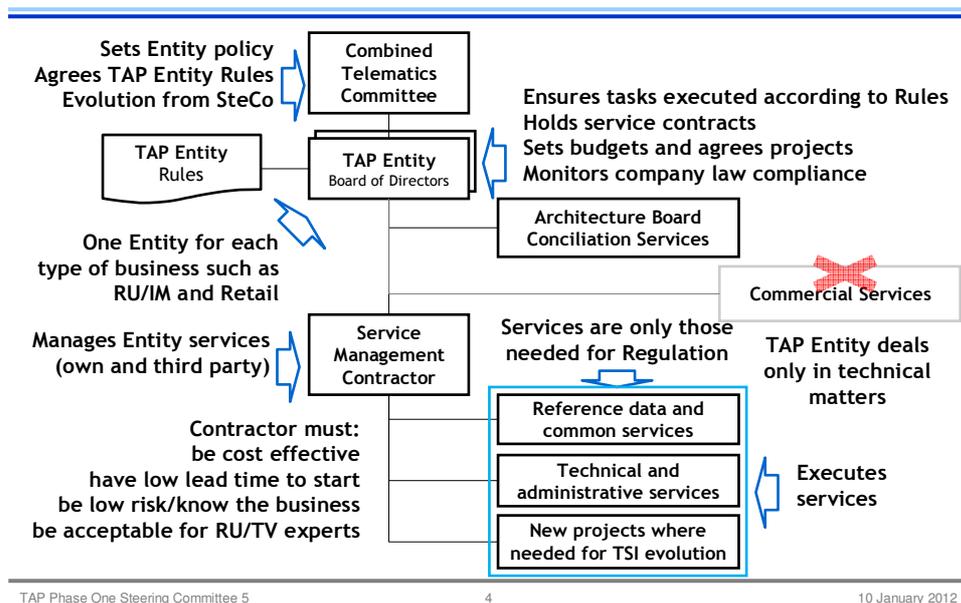
5. Governance and Master Plan

(a) discussions

See presentation.

The draft governance paper proposes one entity for each type of business such as retail and RU/IM. A TAP entity would consist of a board of directors, an architecture board and a service management contractor for reference data and common services, technical and administrative services.

Governance of interoperability services



The steering committee is not against the proposal but still requests more info. Before deciding on the governance, it needs to agree on the design principles. The project team will produce another document with:

- Design principles
- Argumentation
- TAF integration
- funding

(b) preparation of TAF/TAP Master Plan kick-off meeting of 26 January 2012

This will be done bilaterally between PM and Com.

6. Options for Technical Documents B1-B2-B3 – full overview

See presentation.

To ensure that TAP TSI goals are met and implementation is future-proof, recent work is fed into Phase one as a basis for dynamic data exchange. It has an impact on work on technical documents B1-B2-B3 and B5. This would be fed into the ERA change management process. A change of the legal text would also be required.

Prior to agree on that, the steering committee is waiting for the result of the meeting between ERA and the project team on this issue.

7. Decisions on issues raised in the Progress Report of November and December

Interpretation of BP 4.2.2 (exchange of tariff data): ERA informed of its interpretation that RUs shall make available all their tariffs (incl. fare tables) to all other RUs. This interpretation is supported by the commission services. The Project Team holds the view that this would conflict with competition rules and with the political intention behind rail market liberalisation

There was no sufficient time to discuss this issue at the meeting of 10 January. CER will come with a letter detailing the issue so that a deeper analysis is made.

8. ERA Monitoring Report

This was included in the comments treated under point 4. See also powerpoint presentation

9. TAP change control management

ERA informed the Steering Committee that the baseline 1.1.1 of the TAP TSI ERA Technical Documents (agreed in the TAP CCM Board meeting in Sep 2011) was sent as ERA recommendation to EC on 20.12.2011. This baseline contains – as explained in earlier TAP Phase One Steering Committee meetings – the modification in the ERA Technical Documents B.1, B.4 and B.7 (+ code list).

In January 2012 EC has launched its internal consultation on this baseline. The aim is to present it to the RISC in March 2012.

ERA informed, moreover, that the meetings of the ERA TAF CCM WP will be held on 25.01, 22.02, 21.03 and 18.04.2012 in order to handle quickly the Joint Sector Group CRs. Consequently the first ERA TAF CCM Board will be held (jointly with the TAP one) in the mid of May 2012 to align the TAF CCM procedure with the delivery of the consolidated TAF implementation plans. The TAP CCM Board meeting in mid of June 2012 will be cancelled.

10. Next meeting

6 March , 9:00-12:00, CER premises

11. A.O.B

12. Closing

Annex

Agenda item 4: Intermediate Report – Review and Decisions Synthesis of stakeholder feedback¹

Overall:

- **No show-stoppers** identified, no “red alert” statements received
- **Feedback** given is **helpful** and provides good guidance for the remainder of the project.

Note:

In the following table, stakeholder **comments** made **to specific aspects of the Phase One intermediate report** are taken into account. Overall remarks on the Regulation, its scope and raison d’être should be dealt with separately. Remarks on **governance** will be dealt with en bloc in **agenda item 5** of this Steering Committee meeting.

Stakeholder remarks	Project Manager’s response
<p>1) <u>Reminder of established processes:</u></p> <p>TAP TSI is law and must be implemented. The project is not an opportunity to re-write the regulation, to withdraw what is not liked and to add "wishes". Change requests are not expected deliverables of Phase One, need to be duly justified and will have to follow the CCM process.</p>	<p>The team fully respects this, but also recognises that the project set-up involving a number of motivated experts from diverse backgrounds newly involved in TAP TSI offers an opportunity for identifying improvement options. This should be seen as a valuable by-product of the working platform that has been established. The team understands that this must not be the focus of work.</p> <p>Agenda item 6 (tariff data related Technical Documents) proposes a way forward, taking established processes into account.</p>
<p>2) <u>Positive monitoring approach by ERA:</u></p> <p>The monitoring emphasises positive messages/ facts from the intermediate report; digging into the details of negative elements would risk project delay.</p>	<p>The PM suggests critical remarks are addressed in the next ERA/ PM jour fixe on 24 January. It should be avoided that such remarks only appear at a later stage of the project or after submission of the final report.</p>
<p>3) <u>Coverage of requirements/ BPs:</u></p>	<p>This will be done. The overview table in the intermediate report outlines the</p>

¹ From DG MOVE, EIM, EPTO, ERA, UITP

<p>The final report should contain a section on all basic parameters, incl. 4.2.4 and 4.2.5.</p>	<p>structure of that report, not taking into account areas where work was not yet sufficiently mature at the time of writing.</p>
<p>4) <u>RU/IM communication</u> - <u>Reference data</u> related to <u>maintenance workshops</u>: statement on deletion should be duly justified in a change request</p>	<p>The statement will be revisited; it was reasoned that no Basic Parameter and message type in TAP TSI uses this information and that, if other TSIs use reference data related to maintenance workshops, these should deal with the subject.</p>
<p>5) <u>RU/IM communication</u> – A TAP TSI solution could be recommended for <u>long term planning</u> as an industry standard outside the Regulation.</p> <p>At this point, it is not foreseen that any advantage may arise from a non-mandatory TAP TSI development over the existing long term planning between European entities. This development must not compromise the implementation of TAP TSI.</p>	<p>The statement will be revisited in conjunction with TAF TSI. It is not intended to compromise the implementation of TAP TSI.</p>
<p>6) <u>RU/IM communication</u> – <u>Location reference</u> should be same for TAP and TAF.</p>	<p>The PM confirms the goal of TAP/TAF harmonisation. The statement in the report summarises passenger RU positions made in the course of the first phase of the project. The RU/ IM team will work together with TAF on how to best achieve this.</p>
<p>7) <u>RU/IM communication</u> – Analysis of <u>Train ID</u> showed little benefits for TAP RU/IM.</p> <p>Sector needs a clear indication about the direction.</p>	<p>The statements in the report are based on initial passenger RU feedback on the Train ID work done by TAF. The RU/ IM stream offered the first opportunity for a wider audience of passenger RUs to familiarise with the Train ID concept. The way forward will be aligned between the TAP and TAF project teams, and SteCos if necessary – in line with sector statements made at the RailNetEurope conference in December.</p>
<p>8) <u>RU/IM communication</u> – <u>Reference data and TAP locations</u>: it is suggested that the</p>	<p>From a passenger RU point of view attention is drawn to the need for retail related reference data that are</p>

<p>TAP Governance body maintains data for locations that include “stations” and “sales offices” in the common database. However, the primary locations for TAF reference files refer to Railways locations, maintained by national allocation bodies, for which “sales offices” and other such locations do not qualify. The way new types of locations are going to be introduced must be very clear. From a TAF TSI perspective, such non-railway locations must be, at most, secondary locations.</p>	<p>not covered in TAF reference files. This will be further investigated in conjunction with TAF TSI and with the Phase One governance work stream as work progresses.</p>
<p>9) <u>Retail (3.2.2)</u> - There are <u>no proposed conclusions</u>. Note is taken on the findings.</p>	<p>Chapter 8 “Issues and opportunities” of Appendix B contains a section on conclusion of the legacy surveys undertaken; the key elements had been presented to the SteCo on 4 October. In further reporting work, this will feature more prominently</p>
<p>10) <u>Retail architecture</u> – Architecture has to be <u>neutral</u> (product names should be mentioned as examples only) and <u>global</u> (Architecture scope is not to give a solution to newcomer RUs and ticket vendors only)</p>	<p>Agreed, wording will be changed.</p>
<p>11) <u>Retail architecture</u> – Reference is made to a registry. More detailed specifications are needed.</p>	<p>Work in progress.</p>
<p>12) <u>Retail architecture</u> – Reminder that according to TAP TSI, passenger code lists are managed by ERA</p>	<p>The basic scenario is to implement the Regulation as-is, including the Agency’s responsibility for managing the passenger code list. The idea suggested in the Intermediate Report is that the TAP governance body could be the point of contact and in charge of updating the reference data in line with ERA requirements. Here, ERA would still make the data available once they are validated in the ERA CCM process. This initial idea will be further discussed with ERA.</p>

<p>13) <u>Retail architecture</u> – In the Final Report clear “shall” architecture requirements shall be given (which part of the system has to do what at which time etc.)</p>	<p>This is planned.</p>
<p>14) <u>Retail architecture</u> – The Final Report should state how data and information quality will be ensured through the chosen architecture. It should also state the mandatory creation of additional transparent and publicly accessible documents dealing with the rules for data validation etc.</p>	<p>This is planned.</p>
<p>15) <u>Retail architecture</u> – The Final Report should describe – at least in the FSM – the <u>additional central components</u> of the architecture and their <u>associated central services</u>. It should also describe the additional <u>de-central components</u> of the architecture and their <u>associated central services</u>.</p> <p>Modern IT (such as cloud based concepts) should be taken into account; the degree to which central components are needed should be challenged</p>	<p>This will be done as part of the overall TAP TSI architecture design, taking FSM considerations into account.</p> <p>There is good architecture expertise in the project, taking such concepts into account. The PM considers it essential that the TAP architecture will be flexible enough to accommodate future technical developments.</p>
<p>16) <u>Retail architecture</u> – The Final Report should state for <u>print@home</u> tickets how the PKI will be managed.</p> <p>It should also contain the binding <u>architecture for the PRM assistance</u>.</p> <p>The Final Report should moreover contain – probably as annexes – the <u>architecture Implementation Guides</u>.</p>	<p>This will be part of the Implementation Guide for indirect fulfilment.</p> <p>This will be done.</p> <p>All implementation guides, including the ones for architecture, will be annexed to the final report. It is recommended, though, not to annex the implementation guides to the re-published Regulation.</p>
<p>17) <u>Full-service model</u> – A roadmap of implementation of the full-</p>	<p>A roadmap for the post-Phase One FSM work and a proposal how this</p>

<p>service model would be welcome.</p> <p>The Final Report should moreover contain – probably as annex – the FSM Implementation Guide.</p>	<p>could be organised will be proposed.</p> <p>The magnitude and complexity of the topics in scope of FSM will not allow for Phase One delivery of an FSM implementation guide. This needs to be re-assessed subject to the follow-up work that will be proposed.</p>
<p>18) <u>Full-service model</u> – The final report should state how settlement (not addressed neither by the Regulation nor Phase One) will be implemented.</p>	<p>The team shares the understanding that settlement is not in scope of the Regulation, but points out that it is in scope of the FSM stream and thus addressed in the Phase One project. The Work Stream leader suggests to start with standardising the settlement methodology. Settlement as such, however, is not a new concept as in practice today it is always done in line with the processes agreed between the product owner/ carrier and the retailer. The final report will address what a standardised settlement process could be like. The level of detail is subject to further work in the FSM stream.</p>
<p>19) <u>Special considerations for PRM</u> – Re BP 4.2.6.1, attention is drawn on the fact that the info provided to passengers should be accessible in accordance with PRM TSI.</p>	<p>This will be taken into account.</p>
<p>20) <u>Commercial and economic feasibility, economic evaluation</u></p> <p>The economic impact of TAP TSI is not yet understood or taken into account in the TAP TSI Phase One. The project team has not yet presented any business case to demonstrate the cost and the benefits brought by TAP TSI. TAP TSI implies an additional cost burden to the sector, which would need to be recovered through higher ticket prices or higher subsidies or both.</p> <p>The final report should clearly state that not only the “total lowest” cost of</p>	<p>The Commission adopted TAP TSI based on a Cost-Benefit-Analysis. While the request to demonstrate both cost and benefits brought by TAP TSI is understood, the team holds the view that it is not up to Phase One to quantify the benefits of TAP TSI at large.</p> <p>The team confirms that total lifecycle costs to realise the requirements of the Regulation will be assessed, both from the rail sector and the ticket vendor point of view. This can only</p>

<p>the rail industry but also that of the Ticket Vendors have been taken into account. Costs should be understood here as LCC.</p>	<p>be done once the solution proposals are stable and initial focus will have to be on the cost of central elements and services. A key evaluation criterion for architecture and governance proposals is the lowest cost aspect, but there may indeed be additional costs to meet the obligations of the Regulation.</p> <p>The methodology of economic evaluation will be further refined at an ERA/ Project Team meeting on 31 January.</p>
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