EUROPEAN COMMISSION
DIRECTORATE-GENERAL FOR MOBILITY AND TRANSPORT

Directorate B - European mobility network
B.2 - Single European rail area

TAP TSI

Telematics Applications for Passenger Services
Technical Specifications for Interoperability

9TH TAP STEERING COMMITTEE MEETING

3RD JULY 2012
53, AVENUE DES ARTS, BRUSSELS

DRAFT MINUTES

Attendees: Patrizio Grillo (DG MOVE) Co-chair; Libor Lochman (CER) Co-chair; Isabelle Vandoorne (DG MOVE); William Bird (DG MOVE); Robert Parkinson (ECTAA); Michael Purcell (EIM); Rian van der Borgt (EPF); Mickael Varga (ERA); Svend Leirvaag (ETTSA); Rütger Fenkes (TAP Phase 1 Project Manager); Sebastian Naundorf (TAP Phase 1); Dominique Margottin (TAP Phase 1); Ugo Dell'Arciprete (TAP Phase 1); Chris Quéree (TAP Phase 1); Simon Fletcher (UIC); Marc Guigon (UIC); John Lutz (UIC - TAF Deployment team); Alexander Stussi (UITP)

1 Adoption of agenda

The proposed agenda was adopted

2. Minutes of previous Steering Committee (15th May)

The minutes of the previous meeting were approved.

It was commented that a list of those present should also be included in the minutes.

A short discussion was held on the issue of access to tariff data. The outcome of the previous week's meeting (DG MOVE and COMP/ERA/CER) was communicated and it was agreed that this item should be included on the agenda of the next TAP SteCo.

3. Feedback on Initial Assessment

ERA (MV) made a presentation on its initial assessment of the deliverables.

ERA proposed that the phase one deliverables "Implementation Guides" should be incorporated into 454/2011 as technical documents. As explained in previous Steering Committee meetings this was neither supported by the TAP Project Team nor by the sector members of the Steering Committee.

Mention was made of the continuing issue relating to the delivery of the Benefit Assessment. TAP Project Team (RF) explained that delivery of the benefit assessment was in hand, together with ERA, and that other documents were anticipated to be ready by 12th July 2012 following a scheduled meeting of the Project Team with ERA and ticket vendor and RU representatives on 10 July.

ERA indicated that its comments to the completed deliverables would be made available by October 2012. RF reminded that the updated architecture deliverables were reviewed by ERA before the Steering Committee meeting and that the ERA feedback to the Project Team is not reflected in today's ERA presentation; other comments in the presentation were no longer up-to-date either and were not all taking into account what was discussed between ERA and the Project Team in two all-day sessions following official project delivery on 13 May.

DG MOVE (PG) indicated that ERA's recommendations should be submitted by the date anticipated in the legislation (13th July 2012) on the basis of the documents that had been received by that date.

Actions:

ERA to submit its recommendations by the due date of July 13th 2012.

TAP Project Team to submit outstanding deliverables to ERA as soon as possible.

DG MOVE to clarify comments on PRM content.

4. Legal status of deliverables

This item had been touched upon in the previous item.

It was introduced by the TAP Project Team (TAP PT). Despite the decision at the previous SteCo meeting that this item should be resolved prior to the current SteCo there has not currently been an agreement on this issue.

DG MOVE (PG) reminded that according to the principle of better regulation not each and every detail should be set in law. One solution could be technical documents that are not referred to in the TSI: in such case they would not be mandatory but could be considered as standards used to complement the basic regulation. Another solution could be "means of compliance (MOC)" as currently used within the aeronautics sector; such MOC are developed and published by EASA. They are not mandatory but if used they provide a presumption of conformity with the legislation. However this solution would request a modification of the interoperability directive or the ERA Regulation.

A discussion took place on the inter-relationship between TSIs and UIC fiches and the need to ensure their alignment. UIC (SF) recognised the need for a mechanism to make sure that TSI/UIC fiches were consistent but pointed out that UIC fiches also applied to organisations not based in Europe.

Action:

Item to be considered at the next SteCo Meeting.

5. Confirmation of approval of deliverables

It was pointed out that letters confirming approval of the TAP deliverables were required from the Representative Bodies.

DG MOVE reported that one such letter had been received from UITP.

Action:

Representative bodies submit such letters confirming their approval of the TAP deliverables.

6. Transition phase

TAP PT (RF) made a presentation on the activities carried out since the previous SteCo and those to be carried out between Phase One and Phase Two – the Phase Two transition period. The principle elements were the set-up & funding and complementary activities (Masterplan, governance, retail architecture, CCM and RU/IM continuation project).

The Steering Committee had already previously agreed to stay on to supervise the above activities. DG MOVE will update the rules of procedure accordingly.

The Steering Committee confirms the Phase One Project Team should stay on to carry out these activities; the Project Team confirms it is happy to do so.

Following explanation by RF that the PRINCE2 project management methodology requires the Steering Committee to close a project, the Steering Committee confirmed that Phase One has been completed

7. Masterplan adjustment

RF drew attention to the point that the retail implementation is anticipated for 2016 and highlighted the actions needed to be taken to ensure this. A suggested approach was given for implementation planning.

A workshop is planned for 25th September which would involve stakeholder associations, NSAs, NCPs and other invitees. It would concentrate on obligations, retail issues, RU/IM architecture and methodologies, templates and the timeline for implementation of the Master plan.

Decision:

Practical aspects of the Master plan kick off meeting agreed.

Action:

Letter of invitation should be prepared for signature by DG MOVE.

Documents would be prepared by the Project Team in the second half of August/beginning of September.

8. Any other business

Intensive dialogue is currently taking place on the Full Service Model involving ECTAA-ETTSA-CER outside the regulatory framework. CER members have agreed to work voluntarily on the exercise. Other organisations and ticket vendors are invited to join.

9. Date of next meeting

Next meeting of TAP SteCo was agreed for 28th September at 10.00 hrs with a joint TAF/TAP SteCo at 12.00 hrs.