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Appendix A: XCTL dispute at V2 of the ARP

|         |    |                  |                  |              |               |  |  |  |  |       |            |   |
|---------|----|------------------|------------------|--------------|---------------|--|--|--|--|-------|------------|---|
| 4100921 | 45 | 02/02/2026 00:30 | 07/02/2026 05:30 | MILL RACE JN | BRIGHTSIDE JN |  |  |  |  | Amber | Severity 4 | <p>Disputed.</p> <p>Whilst XC are supportive of re-planning this access to be 1x 5-day rather than 3x 54hr, we do require a walking route to be constructed at Woodburn Jn to allow for reversals and a full timetable study. We are currently exploring the option of gaining route knowledge between Beighton Jn and Masborough Jn via Treeton and will continue to discuss progress with NR.</p> |
|---------|----|------------------|------------------|--------------|---------------|--|--|--|--|-------|------------|---|

## Appendix B: Emails between XCTL and NRIL back in March 2025

**From:** Denise Tate [REDACTED]  
**Sent:** Wednesday, March 5, 2025 1:55 PM  
**To:** Benjamin Shaw [REDACTED]; Graeme Whitehead [REDACTED]  
**Cc:** Matthew Higgins <[REDACTED]>; Alison White [REDACTED]  
**Subject:** RE: Woodburn Jn - Walking Route

OFFICIAL

Good afternoon both,

Is there any update on the provision of the Drivers' walkway at Woodburn Jn?

My colleagues in the route planning team are chasing it up for XC

Thank you

**Denise Tate**  
Denise.Tate@met.rail

**From:** Denise Tate [REDACTED]  
**Sent:** 07 March 2025 13:34  
**To:** graeme.whitehead [REDACTED]; benjamin.shaw [REDACTED]; Mark Chamberlain [REDACTED]  
**Cc:** Matthew Higgins [REDACTED]; Alison White [REDACTED]; Nick Morgan-Watson [REDACTED]; Rob [REDACTED]  
**Subject:** RE: Woodburn Jn - Walking Route

OFFICIAL

Good afternoon, Graeme,

I have had no luck finding the source of the acceleration of the Walkway "required by date" - I have copied Nick Morgan-Watson in and he is going to check if anyone in the XC business, maybe Ops, have raised this.

Thank you

Denise

*'Required by' dates appear to have moved from original assumption of Feb 2026 (advised by Cross Country) to November / December 2025. IF this could be clarified, this would be appreciated.*

**From:** Nick Morgan-Watson [REDACTED]  
**Sent:** Monday, March 10, 2025 9:18 AM  
**To:** Denise Tate [REDACTED]; Graeme Whitehead [REDACTED]; Benjamin Shaw [REDACTED]  
**Cc:** Matthew Higgins [REDACTED]; Alison White [REDACTED]; Rob Boze [REDACTED]  
**Subject:** RE: Woodburn Jn - Walking Route

OFFICIAL

Morning Denise & Graeme,

Hope you both had good weekends.

Although I have spoken to everyone I can think of who may have spoken to NR regarding the walking route, none have said it was them. I have however had confirmation from Ops Standards that November 2025 would be the preferred completion date as it would allow enough time for the Unions and Ops to inspect the walking route, check their happy with stop board markers and then any changes can be implemented prior to it being used in earnest in February 2026. So whoever from XC did raise that, was correct.

A November completion would also allow route contingency plans to be updated to include it as part of the Dec 25 TT refresh of the plans.

Kind regards,

# Appendix C: Confirmation that there is no funding available to construct the

From: Bushra Kousar [REDACTED]  
Sent: Wednesday, August 6, 2025 2:31 PM  
To: Matthew Higgins [REDACTED]  
Subject: RE: Cross Country One to One Minutes

Afternoon Matt  
Hope your well

Just getting back to you after the one-to-one meeting.

- 1) Thrybergh Diversions- We are still working on a plan on what to run and will let you know once this has been confirmed.
- 2) Holbeck depot -
  - When we have no access to Holbeck Depot can NR make sure that we have access to other depots such as Tyne and Craigentenny (get in and out of the depot) and, we cannot accept this when there is York to Darlington block. Just need to make sure XC can run North of York.
  - Also, we will not be able to accept access at Holbeck if there is Lichfield/Erewash diversions as this will causes issues with drivers for XC
- 3) Week 5 Moving the Altoft Jn to Leeds west Jn – Week 6 does not work for XC as we will be diverting via Barnsley which will mean we can't divert via Wakefield during that week, and this will be the same if we move that to week 7. Week 4 seems to work for XC as there is no other possession if that works for NR?

Also, just a quick one did you manage to get an update on the funding issue with the Woodburn Jn walking route could you let me know if this issue has been resolved please and what the latest update is? 😊

Kind Regards

From: Matthew Higgins [REDACTED]  
Sent: 07 August 2025 09:11  
To: Bushra Kousar [REDACTED]  
Cc: Alison White [REDACTED]  
Subject: RE: Cross Country One to One Minutes

OFFICIAL

Good Morning Bushra,

Thank you for getting back to me.

Please see my comments below:

- 1. Thrybergh Diversions – Please keep us updated once it's been determined what XC aspirations will be in relation to Swinton S&C renewals in weeks 6 & 7.
- 2. Holbeck Depot – We can provide consideration for the depots which are within the N&E / EC route and will look to remove any conflicts that impact upon Tyne & Holbeck, such as the Sunday night Midland route access.
- 3. Week 5 Midland Route Sun Night – Week 4 would be acceptable from NWR, I will propose to change to other impacted operators (There is disruption on the Leeds North West route, which may create a clash for Northern), with a view to issuing a late change request for the redating.
- 4. Woodburn Jn Walking Route – I have had it confirmed that at this time, there is no plan in place to build the walking route at Woodburn Jn. We would ask that XC provide details regarding passenger handling / revenue implications of only being able to run single sets via Woodburn Jn during the duration of the Attercliffe blockade for our consideration.

If you have any questions on the above, please let me know.

Thanks,

From: Tom Wyant  
Sent: 07 August 2025 15:58  
To: [REDACTED]; Bushra Kousar [REDACTED]  
[REDACTED] ul Howden [REDACTED]  
Subject: FW: Cross Country One to One Minutes

Afternoon Matthew,

Just wanted to follow up re the issues Woodburn Jn walking route.

Having the walking route extended is critical for XC to operate a robust train service during the blockade:

- 1. Single sets will not be possible as XC will already be running on a two hourly basis, it will result in unmanageable levels of overcrowding and the driver will not be able to walk through the train to change ends anyway.
- 2. If a walking route isn't built then XC will not be able to run a service north of Sheffield.
- 3. Rail replacement will therefore be required between Sheffield and Leeds which will add considerable risk to PAX handling at both Leeds and Sheffield – which will incur additional cost for staff and buses.
- 4. Platform capacity at either Leeds or York which will need to be factored in, which in turn would create further risk to XC able to turnaround services.
- 5. We have been clear that we need the walking route extended to accommodate 10 car Voyagers and have stated this in our CPPP response dated 06/08/2025.

Hope this clarifies the importance of Woodburn Junction having a walking route for 10 car Voyagers.

Kind regards,

**From:** Matthew Higgins <[REDACTED]>  
**Sent:** 15 August 2025 15:20  
**To:** Tom Wyant [REDACTED] Bushra Kous [REDACTED]  
**Cc:** Alison White [REDACTED] Paul Howden [REDACTED]  
**Subject:** RE: Cross Country One to One Minutes

OFFICIAL

Good Afternoon Tom,

Thank you for the feedback you provided last week.

We will be reviewing your feedback early next week in connection with the walking route at Woodburn Jn and the concerns raised regarding passenger handling.

I will provide you feedback following this review.

Any questions in the meantime, please let me know.

Thanks,  
Matt

**From:** Matthew Higgins [REDACTED]  
**Sent:** 20 August 2025 14:51  
**To:** Tom Wyant [REDACTED] Bushra Kousa [REDACTED]  
**Cc:** Paul Howden [REDACTED]  
**Subject:** Woodburn Jn Walking Route

OFFICIAL

Good Afternoon Tom/Bushra,

Apologies I haven't come back to you sooner.

Following our internal review, including the feedback provided by CrossCountry, it has been determined that we won't be proceeding with constructing a walking route at Woodburn Jn.

It was expected that the works to install the walking route would be undertaken by the TransPennine Route Upgrade program, this now won't materialise in time for next February.

We have reviewed the possibility for the North & East route to fund the construction of the walking route but under the current challenging financial climate, there is no funding available for this.

The route via Woodburn Jn will still be available for diverted services in connection with the works North of Sheffield but will only be able to facilitate single sets.

If the walking route at Woodburn Jn is a requirement in connection with future TransPennine Route Upgrade works, the programme will determine if a walking route is installed at a later date.

I appreciate this won't satisfy the expectations from CrossCountry regarding the works North of Sheffield next year.

If you require any further information, please let me know.

Thanks,  
Matt

TW

Tom Wyant

To

Matthew Higgins; Bushra Kousar

Cc

Paul Howden

Follow up.

Completed on 09 September 2025.

Reply

Reply All

Forward

...

Wed 20/08/2025 16:04

Afternoon Matt,

We are disappointed by the decision that Network Rail will not be constructing a walking route to accommodate 10 car voyagers.

As I previously mentioned, running a single set, every two hours will create unimaginable levels of overcrowding on the service, which also means that the driver will not be able to walk through the train anyway. Therefore, this is completely unrealistic as a train service and for our passengers. I would have hoped that the other reasons I listed in my email on 07/08/25 explained the critical nature of having a walking route for double voyagers.

We would hope that the route reconsiders the decision to construct a walking route to allow a double set voyager. As it stands we will be disputing the access that Network Rail has requested.

Regards,

Appendix D: Requirements of the walking route

RE: Woodburn Walking Route - Part 2

Bushra Kousar [redacted]  
To Rob Bozeat; Heather Pritchard; katy.grand; Tom Wyant  
Cc Ross Hardy

Reply Reply All Forward

Wed 03/09/2025 08:58

This message is part of a tracked conversation. Click here to find all related messages or to open the original flagged message.

Hi All

Following from the meeting yesterday, I have spoken to the Ops standard team and our main two requirement for the walking route are:

It has to be long enough to accommodate a 10 car Voyager (234m)  
And we would require lighting in the area to minimise any risks

Any more questions please do let me know

FW: Walking Route - Woodburn

Heather Pritchard [redacted]  
To Bushra Kousar; Tom Wyant; Rob Bozeat  
Cc katy.grand; Ross Hardy

Reply Reply All Forward

Wed 03/09/2025 12:00

Follow up. Completed on 16 September 2025.

RE: Woodburn Walking Route - Part 2 Outlook item  
RE: Woodburn Jn - Walking Route Outlook item

Morning,

I hope this email finds you well. Following our discussion yesterday, I've attached the correspondence between TRU and Nick Morgan-Watson regarding the proposed specification for the Woodburn Junction walkway.

I believe the specification will need to be reviewed from an MVP perspective. In the meantime, thank you very much for checking with your Operations Standards team to confirm your two main requirements for the walking route:

- It must be long enough to accommodate a 10-car Voyager (234m).
- Adequate lighting should be provided to minimise any safety risks.

Rob has diarised another catch up call on Friday to enable us to update you re progress. Many thanks again for your support on this.

Notes - 05/09/25 Woodburn Junction- meeting with Cross Country

Heather Pritchard <[redacted]>  
To Rob Bozeat; katy.grand; Bushra Kousar; Matthew Higgins; Ross Hardy; Alison White; Tom Wyant  
Cc graeme.whitehead; Mark Chambers; ross.ashton2

Reply Reply All Forward

Wed 10/09/2025 07:37

RE: Woodburn Walking Route - Part 2 Outlook item

before Feb 2026

Delivery of Walkway:

- TRU Central has some money to support the development of this walkway – need to agree governance required to support delivery.
- Need to speak to Works Delivery about their capacity and capability to deliver the walkway.
- Action: Agree with Works Delivery that they have the capability and the availability to undertake the work – HP to speak to Graeme Whitehead (Senior Sponsor – TRU Central).
- Action: Rob, Ross and Katy to have a high-level understanding early next week.

Woodburn Junction Site Walkout:

- There needs to be a pre-walkout as well as a post-walkout (between XC Ops / NR Works Delivery).
- Need to agree on the specification from Cross Country (MVP /deliverability review).
- Need to agree on the delivery mechanism.

Risk Assessment:

- There is a risk the asset is not deemed acceptable for use in February 2026 – need to discuss risk management with GW – TRU Central.
- Team needs to form a view of the risk of the walkway not being up to standard within the build timescales.
- Alternatives should be sought if the walkway cannot be built to standard.

Notes - 05/09/25 Woodburn Junction- meeting with Cross Country

Heather Pritchard <[redacted]@co.uk>  
To Rob Bozeat; katy.grand; Bushra Kousar; Matthew Higgins; Ross Hardy; Alison White; Tom Wyant  
Cc graeme.whitehead; Mark Chambers; ross.ashton2

Reply Reply All Forward

Wed 10/09/2025 07:37

RE: Woodburn Walking Route - Part 2 Outlook item

- Alternatives should be sought if the walkway cannot be built to standard.

Walkway Build and Standards

- Priority is to build the walkway as soon as possible.
- XC Health and Safety rep needs to review the walkway post construction / prior to commissioning.

Ownership and Maintenance:

- Need to understand ownership moving forward after the walkway is installed.
- Route will not have any money in their CP7 maintenance budgets to support inspection or maintenance of the walkway.
- This will need to be discussed, agreed, and addressed. Also need to agree whether the walkway will be temporary or permanent installation (ie purely required to support Attercliffe and Thornhill blockades or whether required as legacy item)

Specification and Costs:

- Need to get the agreed specification across to works delivery ASAP.
- Works delivery will provide the cost and delivery dates.
- TRU Central hold the budget and has project management expertise – need to agree whether they can support PM of proposed installation.



Notes - 05/09/25 Woodburn Junction- meeting with Cross Country

HP

Heather Pritchard

To 

Rob Bozeat

; To 

katy.grand

; 

Bushra Kousar

; 

Matthew Higgins

; 

Ross Hardy

; 

Alison White

; 

Tom Wyant

Cc 

graeme.whitehead

; 

Mark Chambers

; 

ross.ashton2

✉

RE: Woodburn Walking Route - Part 2

Outlook item

↩ Reply

↩ Reply All

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⋮

Wed 10/09/2025 07:37

Meeting Purpose:

- Further the conversation about Woodburn Junction.
- To update Bushra and Tom on current position
- Determine and agree next steps.

Introductions:

- Rob Bozeat: Programme manager, access across TRU.
- Bushra Kousar: Eastern Region Project Planning Interface Manager, Cross Country.
- Matthew Higgins: Access Planning Manager, North and East Route.
- Katy Grand Sponsor, TRU, working with Heather.
- Ross Hardy: Programme Manager, North and East Route Planning and Performance.
- Ali White: Project Manager in the Route Planning and Performance team.
- Tom Wyant: Senior Timetable Programme Development Manager, Cross Country.

Heather Pritchard – Senior Sponsor – TRU Development

Woodburn Junction Walkway:

- There is a risk on TRU Programme's risk register - mitigation being the installation of Woodford Junction walkway.
- Walkway is required for the Attercliffe renewal – February 2026 and for the TRU 32-day blockade at Thornhill in 2027.
- Need to agree on the specification and delivery mechanism for the walkway.

Walkway Specification:

- Bushra stated the walkway needs to be long enough to accommodate a 10-car unit (234 meters).
- Lighting is required to minimise risk – need to agree whether this is temporary or permanent requirement.
- Foundation dug and hardcore dropped in with hard, compact, fine type 1 gravel tanked in on top to create a flat ground.
- Need to look at an MVP (most viable product) solution.
- Email received from Bushra (see attached) - please see below XC detailed requirements for the walking route:
  - Width of 1m throughout.
  - Foundation dug and hardcore dropped in, with hard, compacted fine type 1 gravel tamped in on top to create a flat, level walking route.
  - Fully lit.
  - Allows for 10m standage from the signal for reverse moves.
  - Be able to accommodate a 10-car Voyager formation (234m)
  - Cross Country want the walking route to be built for December pre-Christmas 2025 so that our Ops team can go out and do safety checks, and if there are any issues these can be resolved before Feb 2026

Appendix E: Agreed TRU team will be leading on the walkway

Woodburn Junction Walking Route update -12/09/2025

HP

Heather Pritchard

To 

graeme.whitehead

; 

katy.grand

; 

Alison White

; 

Rob Bozeat

; 

Ross Hardy

; 

Bushra Kousar

; 

Matthew Higgins

; 

Tom Wyant

Follow up. Completed on 15 September 2025.

✉

RE: Woodburn Walking Route - Part 2

Outlook item

↩ Reply

↩ Reply All

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Fri 12/09/2025 15:11

Introductions:

- Graham Whitehead - TRU Senior Sponsor Central.
- Alison White - Project Manager Route Plan and Performance team.
- Rob Bozeat - Programme manager looking at access across TRU.
- Ross Hardy - Programme Manager for north and Eastern Planning and Performance.
- Bushra Kousar- Scotland Eastern Region Project Planning interface – Cross Country.
- Matthew Higgins - Access Planning Manager for the development team in the North and East route.
- Tom Wyatt - Senior Timetable Programme Development Manager - Cross Country.

Background:

- Last week we discussed the need to install a dedicated walking route at Woodburn Junction.
- Bushra has circulated the specification.
- Graeme and Heather have been exploring how TRU should take this forward and agree the next steps.

Senior Sponsor Central Update:

- Target is to complete and deliver the drivers' walkway by Christmas 2025.
- The TRU Central delivery team will lead on this.
- The supplier will carry out the survey and design work:
  - Survey expected to be completed within the next 2–3 weeks.
  - Results should be available by the end of the first week of October 2025.
- Assurance with Cross Country will be required to confirm suitability for drivers.
- A key question remains: is the walkway to be treated as temporary or permanent?
  - RH's email of 12/09 noted that while a temporary solution could work, in practice it may be needed until at least Spring 2029 (given TRU uncertainties, Thornhill timelines, and Sheffield renewals).
  - If "temporary" is defined as shorter than this period, it may be more realistic to plan for permanence, or at least establish a clear transition plan.

Woodburn Junction Walking Route update -12/09/2025

HP

Heather Pritchard

To 

graeme.whitehead

; 

katy.grand

; 

Alison White

; 

Rob Bozeat

; 

Ross Hardy

; 

Bushra Kousar

; 

Matthew Higgins

; 

Tom Wyant

Follow up. Completed on 15 September 2025.

✉

RE: Woodburn Walking Route - Part 2

Outlook item

↩ Reply

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Fri 12/09/2025 15:11

- If "temporary" is defined as shorter than this period, it may be more realistic to plan for permanence, or at least establish a clear transition plan.

Design Considerations:

- RH raised whether the design allows for:
  - Drivers to exit a five-car unit and move between trains.
  - Flexibility to accommodate eight or nine-car units.
  - Continuous ground-level access along the train length.
- GW and HP believe the specification provided is the industry standard.
- Cross Country has supplied their own specification (see attached email).
- Design must avoid steps, as this would require precise driver alignment.
- RH stressed the need for a clear mechanism to reach ground level.
- The Off Standards Team will need to review the proposal.
- GW suggested arranging a walkout with Cross Country Operations both before and after installation.

Critical Dimensions:

- An email from Nick (Driver Standards, May last year) identified a 10m standage from ground signal SKI 401.
- The walking route must not extend beyond signal W217, which protects the possession.
  - This should not pose an issue, as the available distance (~300m) comfortably exceeds the 234m required.
- MH confirmed willingness to support access discussions if needed.
- Lighting should be considered carefully given the potential longevity of the installation.

Design Review and Risk Mitigation:

- Circulating the design for review will provide assurance that requirements are met.
- This collaborative review will help reduce risk and support delivery by Christmas 2025.

Timeline and Planning:

- The surveying and design organisation has been contacted, though the works delivery team has not yet been engaged.
- The design team will determine the most suitable subgrade, taking account of ground conditions and topography.
- Tentative dates from the construction team are expected shortly to confirm the programme and final delivery timescales.

# Appendix F: Meeting notes advising when the design will be complete and confirmation of the walking route being built

Woodburn Junction Walking Route Review 0 26/09/25

HP

Heather Pritchard

To

Ross Hardy;

Rob Bozeat;

Bushra Kousar;

Tom Wyant;

Alison White;

Matthew Higgins;

graeme.whitehead

Cc

katy.grand

 Follow up. Completed on 29 September 2025.

Reply

Reply All

Forward

Sun 28/09/2025 08:37

OFFICIAL

- Attendees:
- Graeme Whitehead
  - Alison White
  - Ross Hardy
  - Matthew Higgins
  - Bushra Kousar
  - Heather Pritchard
  - Apologies – Rob Bozeat

Key Action Items:

1. Issue purchase order for agreed price (due next week).
2. Programme confirmation – Contractor to provide programme once price agreement is formalised.
3. Confirm design status – clarify that it is Approved for Construction (AFC), not just outline/in principle.
4. Send email to Cross Country Trains (GW action) confirming Woodburn Walking Route is to be built
5. Engage Ross Hardy – review lessons learned from similar projects.
6. Confirm responsibility for lighting maintenance once design is finalised.

Decisions Needed:

- Walkway permanence: Confirm whether the walkway is permanent or temporary (leaning permanent, but must be agreed).
- Lighting power supply: Select the preferred option for power/lighting feed.

Next Steps / Milestones:

- Design completion – first 2 weeks of October 2025.
- Physical works – scheduled end of October through December (awaiting programme confirmation).
- Maintenance planning – post-design, define activities for 2026–2027.
- Specification checks – ensure design includes weed-proof membrane & drainage.

Top Priorities (Don't Waste Time Elsewhere):

1. Secure PO issuance (unlocks programme and delivery).
2. Confirm design is AFC (avoids delays/misunderstandings later).
3. Push contractor for programme once PO is issued (critical for resourcing & stakeholder alignment).
4. Email Cross Country Trains – external confirmation keeps momentum.
5. Decide permanence of walkway – affects design spec, costs, and maintenance responsibilities.

RE: Woodburn Junction Walking Route Review 26/09/25

GW

Graeme Whitehead

To

Heather Pritchard;

Ross Hardy;

Rob Bozeat;

Bushra Kousar;

Tom Wyant;

Alison White;

Matthew Higgins

Cc

katy.grand

 Follow up. Completed on 29 September 2025.  
You forwarded this message on 29/09/2025 15:39.

Reply

Reply All

Forward

Mon 29/09/2025 15:38

OFFICIAL

Good afternoon,

As requested on Friday's call, please accept this a written position on the Woodburn walking route.

TRU has instructed survey & design of the walking route in support of the disruptive access associated with the Attercliffe renewal in February, and the numerous TRU 'eye of the needle' possessions which necessitate diversions, with turnback at Woodburn Jn.

TRU is intending to deliver the walkway by approx December 2025, subject to the following:

- 1) Design confirming that the prospect is constructable in the designated location, and a temporary(?) lighting solution can be determined and agreed with local maintainer.
- 2) Delivery partners confirm resource & access availability, and the cost is proven as value for money vs benchmark rates.
- 3) Subject to completion of the above, project will seek a 'Decision to deliver' through TRU governance (late October / early November). And instruct delivery.

Kind regards,

Graeme Whitehead



# Appendix G: Discussion around the element of the walkway

**From:** Heather Pritchard [REDACTED]  
**Sent:** 15 November 2025 06:32  
**To:** Bushra Kousar [REDACTED]; Alison White [REDACTED]  
**Cc:** graeme.whitehead [REDACTED]; katy.grand [REDACTED]; Tom Wyant [REDACTED]; Rob Bozeat [REDACTED]; [REDACTED]  
**Subject:** Meeting Minutes: Woodburn Junction – Drivers Walkway Update - 14/11/2025

OFFICIAL

- Attendees:**
- Bushra Kousar
  - Matthew Higgins
  - Alison White
  - Heather Pritchard

**Apologies:** Katy Grand, Graeme Whitehead, Rob Bozeat, Tom Wyant

**1. Woodburn Junction Drivers Walkway – Project Update**

- Design Status**
- Civils design is expected this week, with a technical review planned next week by Harris (Civils PE).
  - E&P lighting design has been instructed and is due 1 December 2025.
  - The civils design will include two options:
    - GRP walkway
    - Gravel walkway(Both options have been agreed in principle with Duncan G.)
  - Lighting solution is likely to determine the MVP (minimum viable product) choice between GRP and gravel.

- Delivery Approach**
- **Works Delivery** have confirmed they can undertake the installation.
  - Delivery schedule will depend on the final design:
    - GRP installation expected to be quicker.
  - More clarity will be available in the next couple of weeks once designs are received.

- HAZID**
- HAZID session scheduled for 2 December 2025.
  - **ACTION:** CrossCountry (XC) to nominate a suitable attendee.

- Method of Working**
- **ACTION:** CrossCountry to provide a Method of Working.  
This is needed to support:
    - Completion of the design, and
    - Operational consultation via the Ops Training Working Group.

- 2. Access & Works Delivery Discussion**
- A detailed conversation with Works Delivery will be required later to understand:
    - How they intend to deliver the works,
    - What access is required, and
    - The earliest achievable delivery windows.
  - It was noted that:
    - There are very few Saturday nights with track access opportunities between now and Christmas.
    - This limited access will need to be considered when developing the delivery schedule.
    - Issue will be raised with Graeme on Monday.
  - Access planning will need joint exploration with:
    - Works Delivery representatives, and
    - Access planning colleagues.
  - The discussion should address:
    - What can realistically be delivered,
    - By when, and
    - What access is essential to support delivery.

- Operational Access Clarifications (from Matthew)**
- A workable Saturday night shift offers just over seven hours.
  - Typical access time starts around 00:40 to 07:40 on Sunday.
  - No Sunday night access is available.
  - Standard midweek Section 4 possessions cannot be obtained.
  - Only Section 5 possessions, once every six weeks, are feasible midweek.

**3. Meeting Follow-up Actions**

- Actions Agreed**
1. **HP to speak to Graeme Whitehead on Monday (17/11/25)** to discuss access constraints and opportunities.
  2. **HP to schedule two additional bi-weekly meetings** before Christmas.
    - Next meeting to be held in two weeks.
    - By then, designs are expected, enabling a clearer understanding of deliverables and programme timelines.
  3. **XC to provide a Method of Working** (critical for design finalisation and operational consultation).
  4. **XC to nominate an attendee for the 2 December HAZID session.**

Appendix H: Discussions around the lighting and walkout arrangements

Re: Woodburn Walking Route - Lighting Solution

Thomas Astle  
To Duncan Grainger; Neil Wignall; Richard Scarff; Shaun Trickett; Jackson Brown; Bushra Kousar; graeme.whitehead; Adam Sharp;  
Thomas Astle; Phil Leigh  
Cc Alex Richardson; Rachel Braid

Reply Reply All Forward

Wed 17/12/2025 14:11

If there are problems with how this message is displayed, click here to view it in a web browser.



OFFICIAL

Hi All,

Please find below a summary of the meeting and actions from todays meeting.

Lighting

- Battery powered lighting at waist height in an always on position agreed as the optimum solution.
- Duncan Grainger suggested that there is bollard lighting at Crofton (photo attached) in use that would be accepted - Shaun Trickett will confirm what product this is and share whether it is an appropriate solution.
- With a battery powered lighting solution some spares would be required.

February Blockade - Confirmed will be taking place from Monday 02/02 to Friday 06/02.

Temporary Lighting Solution - We will reconvene in the first week of January to review if a temporary lighting solution will be required for the February blockade.

XC Safety Checks - Duncan Grainger will look to visit site W/C 12/01. Shaun Trickett confirmed approx. 30m of walkway and some lighting should be installed.

New Lighting Design - Thomas Astle & Richard Scarff to confirm with Phil Leigh if battery powered lighting would require new design.

Walkway

- Updated costs for civils to be provided by Shaun & then Jackson will request the WAF setup.
- Once we receive design (expected Friday) NR engineer will review for turnaround early next week.

Appendix I: Emails to arrange walkout for week commencing 12/01/2026/ Walking route not being ready in time

From: Duncan Grainger  
Sent: 05 January 2026 12:29  
To: Thomas Astle; Neil Wignall (Cross Country Trains); Richard Scarff; Shaun Trickett; Jackson Brown; Bushra Kousar; graeme.whitehead; Adam Sharp; Phil Leigh  
Cc: Alex Richardson; Rachel Braid  
Subject: RE: Woodburn Walking Route - Lighting Solution

You don't often get email from why this is important

Hi Tom

Happy New Year!

We are just looking to release our reps for a visit next week to see the lighting and start of the walking route, do you know when would be a good day to visit yet?

Kind Regards

From: Graeme Whitehead  
Sent: 07 January 2026 10:04  
To: Bushra Kousar; Shaun Trickett; Richard Scarff; Duncan Grainger; Thomas Astle; Neil Wignall; Jackson Brown; Adam Sharp; Phil Leigh  
Cc: Alex Richardson; Rachel Braid  
Subject: RE: Woodburn Walking Route - Lighting Solution

OFFICIAL

Good morning Bushra,

The schedule is as follows, however this does include some contingency so as a worst-case the walkway will be completed by 31<sup>st</sup> Jan – appreciating how close this is to the possession.

5<sup>th</sup> to 9<sup>th</sup> January take deliveries set up access point- site visits  
12<sup>th</sup> to 17<sup>th</sup> January installation week 1 5x night shifts  
19<sup>th</sup> to 24<sup>th</sup> January installation week 2 5x night shifts  
26<sup>th</sup> to 31<sup>st</sup> January installation week 3 5x night shifts

Duncan is coming to site next week, which will allow sight of the partially completed walkway – we can arrange a further visit W/C 26/01 to view the completed walkway. We are looking into temporary lighting options (again with a view to discussing with Duncan next week), as we don't think a permanent solution will be ready in time.

Kind regards,

Sent: 07 January 2026 09:59  
To: Shaun Trickett; Richard Scarff; Duncan Grainger; Thomas Astle; Neil Wignall (Cross Country Trains)  
From: Bushra Kousar  
Sent: 07 January 2026 10:51  
To: Graeme Whitehead; Thomas Astle; Phil Leigh  
Cc: Alex Richardson  
Subject: RE: Woodburn Walking Route - Lighting Solution

Thank for that Graeme, can you just confirm how much of the walkway would be built before the 26<sup>th</sup> Jan, as you stated the worse case the walkway will be completed by 31<sup>st</sup> Jan, does that just include the lighting that will be left or the actual physical walkway aswell

As you were aware we did say that the walkway should be completed by end of December. We don't want to be in a position where there isn't enough time for the reps to go out and give feedback.

Would it be possible to potential have the walkway done any earlier or sooner



# Appendix J: Holding dispute pending successful completion of walking route and sign off

On Fri, 26 Sept 2025 at 10:21, Andy Bower [REDACTED] wrote:

Hi All

Following some productive conversations with parties regarding the walking route and the train plan. We would like to make this a holding dispute instead of a hearing. The holding dispute is for the signing off of the walking route once build by reps and the receiving of a successful bid for the train plan. Thanks for all parties involved for helping to resolve some of the issues.

Thanks

Andrew Bower

**From:** Tamzin Cloke [REDACTED]  
**Sent:** 30 September 2025 11:29  
**To:** Andy Bower [REDACTED]  
**Cc:** Bushra Kousar [REDACTED]  
**Subject:** Re: RESCHEDULED: Hearing of (elements of) Timetabling Dispute TTP2712 - arrangements

**ACCESS DISPUTES COMMITTEE**

Dear Andy,

Thank you for your further reply on this matter. To confirm, from the information you have supplied and following the productive discussions between the Parties, I understand that XCTL now wishes for ADC to cancel the Hearing of TTP2712 currently planned to be held on Thursday 16th October 2025 but leave the dispute in place in case any further productive discussions do not finally resolve all of the issues currently in dispute under TTP2712.

Unless you respond otherwise by close of play today I will assume my understanding is correct and will make arrangements to stand down the Hearing Chair and Panel Members and cancel the planned Hearing of TTP2712 accordingly.

I would be grateful if you could please keep ADC updated with any continued developments with this dispute.

Nigel Oatway

## Appendix K: Cost of buses

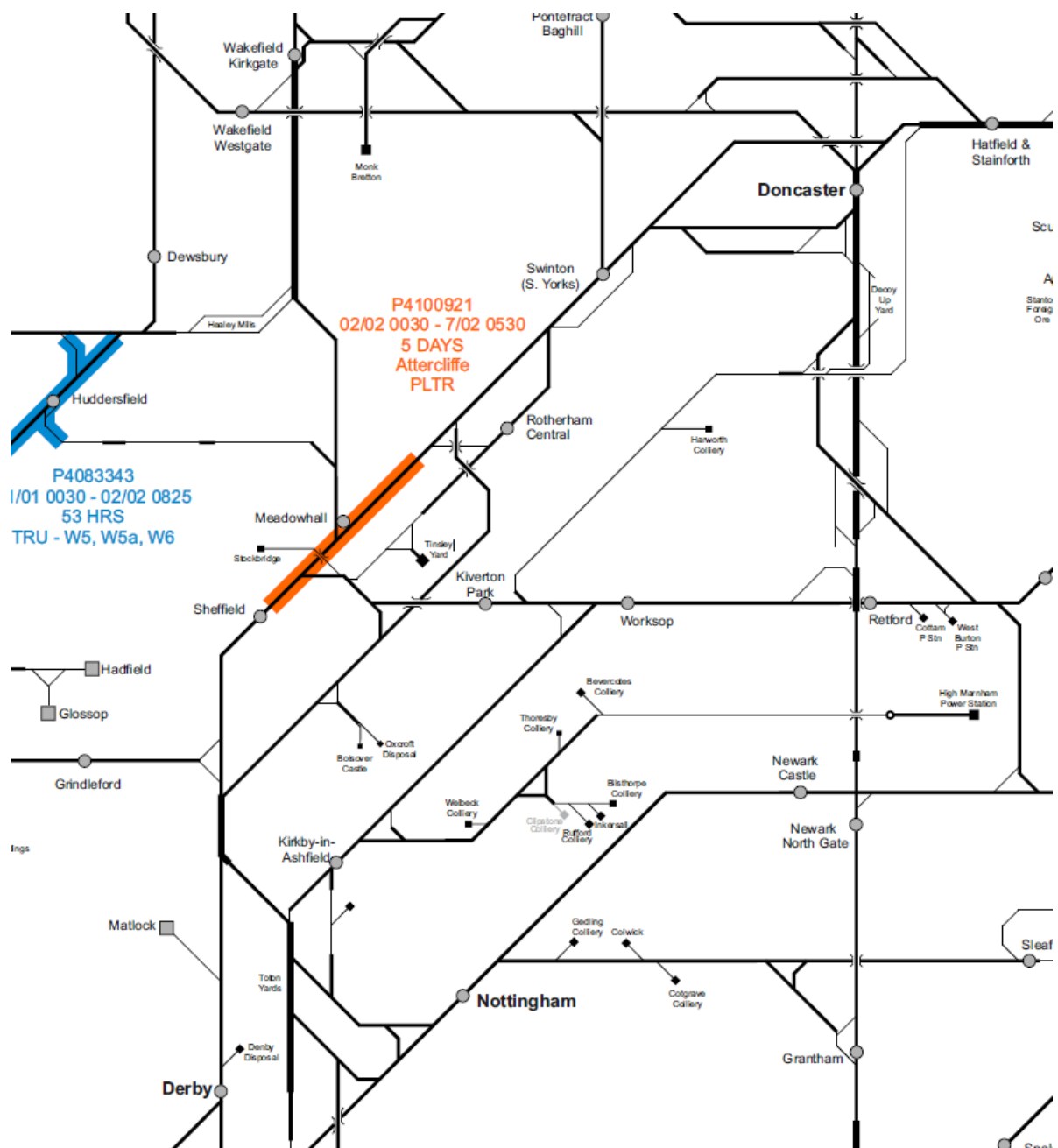
Based on pre-planned rates, the cost of buses across the blockade would be £xxx, excluding any additional costs such as coordinators, off-site parking at each location and signage which would also be required. XCTL would not be able to confirm these additional costs until it has all been planned but now noting that due to timescales, any road transport will need to be procured on an emergency rate, which will be more than the initial quoted estimate.

[REDACTED]

## Appendix L: Timeline

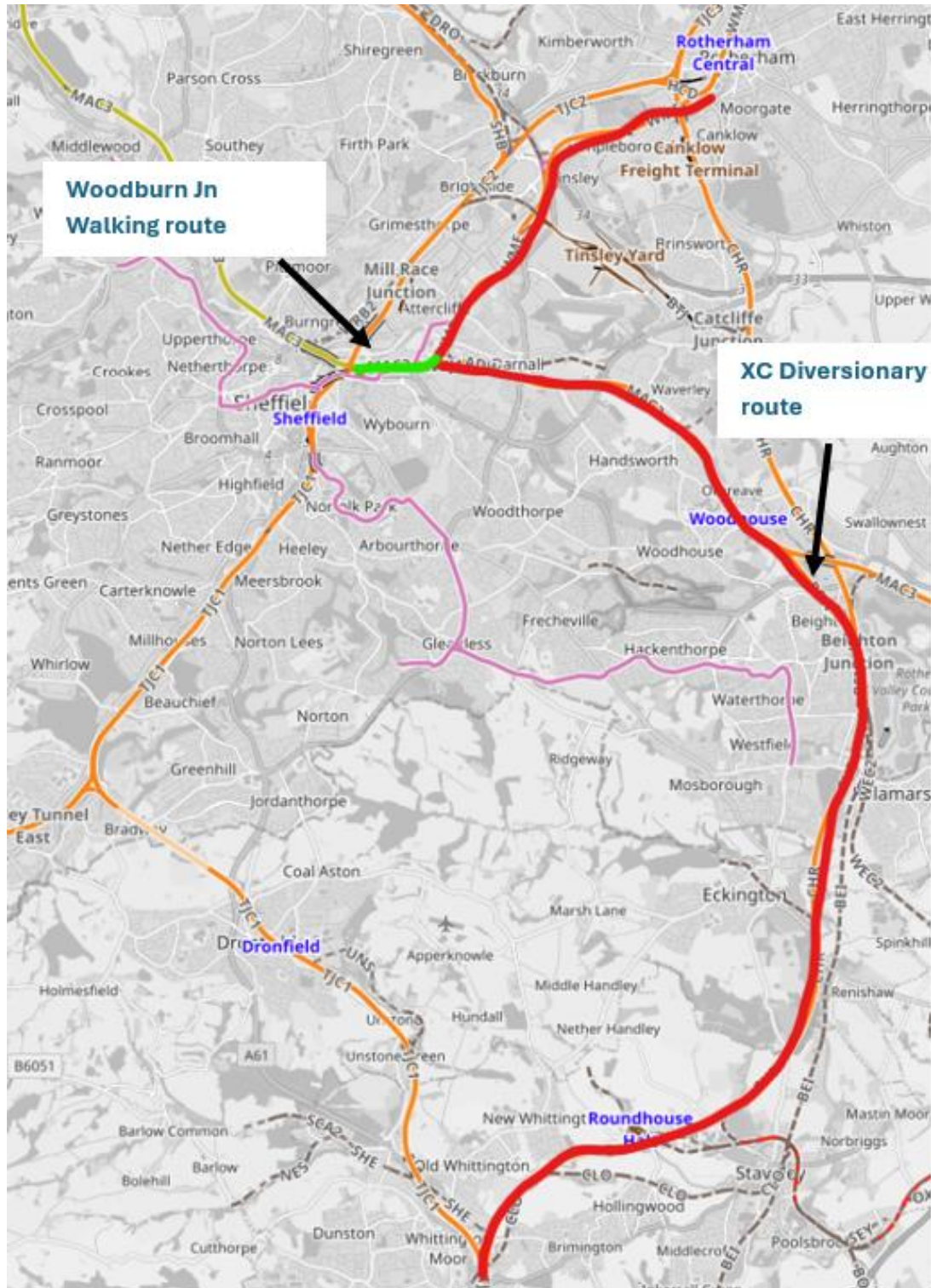
### Blockade Information:

- Attercliffe Down Plain Line Track Renewal north of Sheffield. The project involves replacing the existing rails and sleepers with new ones, blocking the route between Sheffield and Meadowhall between 00:30 Monday 2<sup>nd</sup> February 2026 to 05:40 Saturday 7<sup>th</sup> February 2026.
- The block prevents XCTL from running its normal route between Sheffield/Doncaster/Wakefield Westgate which means XCTL will have to divert services via Beighton Junction, Tinsley and Broughton Lane





Map to show XCTL Diversionary route and location of walking route

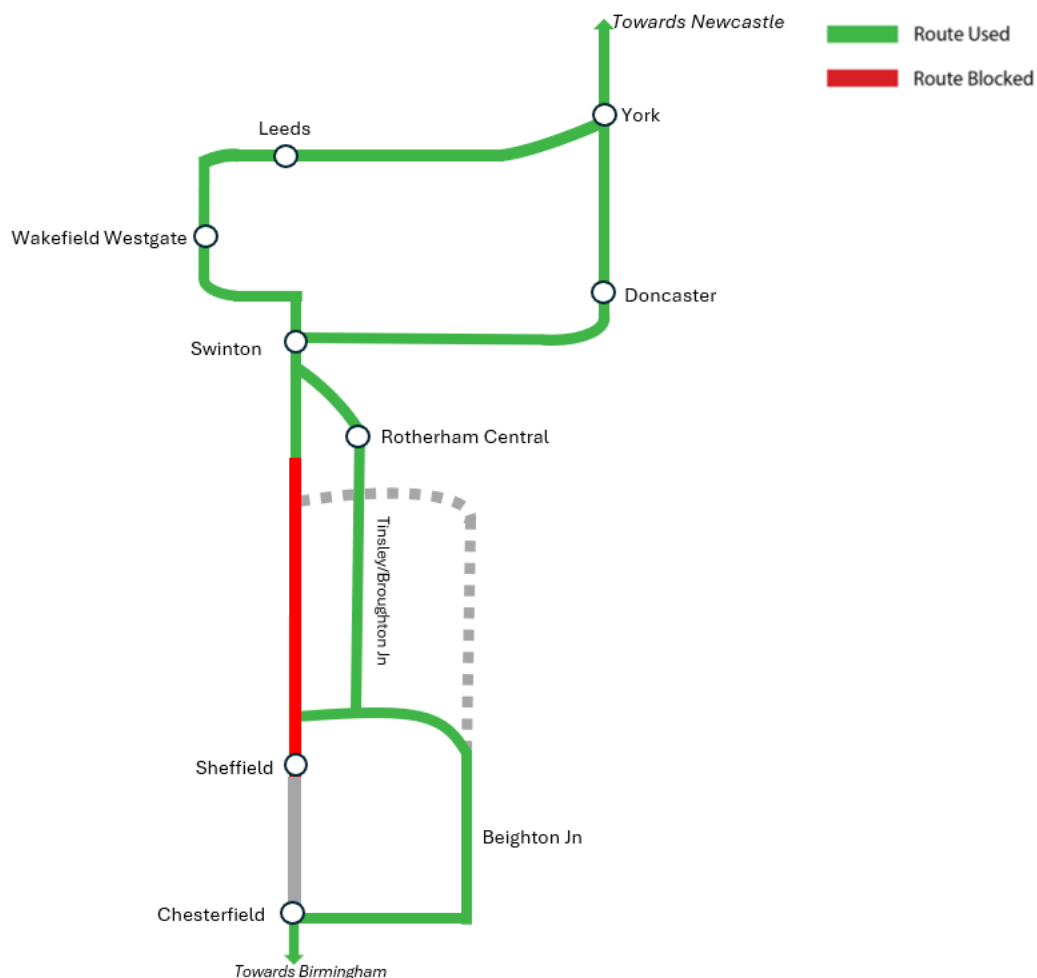




### **XCTL Train plan:**

#### **During this block XCTL will have-**

- 11 Southbound, 12 Northbound Anglo Scots services to divert via Beighton Jn, Tinsley and Broughton Lane
- In other hours Anglo-Scots run to/from Sheffield to the South-West
- Newcastle - Reading services will not run due to the Oxford and Didcot blockade at the same time which will help to ease crew pressure.
- All services in both directions are double sets
- No infill York to Edinburgh as we will be running a two hourly service



### **Other Operators Train Plan:**

#### **Northern:**

##### **Rotherham Central:**

Leeds to Rotherham via Moorthorpe stopper, shunts via Holmes Chord

Hull/Scarborough to Rotherham calling all stations Doncaster to Rotherham, shunts via Holmes Chord.

##### **Meadowhall:**

Meadowhall to Leeds stopper

Meadowhall to Leeds express

Meadowhall to Huddersfield

##### **Sheffield:**

Sheffield to Nottingham

Sheffield to Manchester

##### **RR:**

Rotherham to Sheffield

Meadowhall to Sheffield

Sheffield to Lincoln/Cleethorpes

Moorthorpe to York

#### **TPE:**

Liverpool to Sheffield

Doncaster to Cleethorpes with a bus in between

- **Bushra Kousar -Scotland and Eastern Region Project and Planning Interface Manager, CrossCountry**
- **Andy Bower: Senior Project and Planning Interface Manager, CrossCountry**
- **Paul Howden: Planning Manager, CrossCountry**
- **Tom Wyant- Senior Timetable Program and Development Manager, CrossCountry**
- **Neil Wignall: Driver Standard Manager CrossCountry**
- **Matthew Higgins Higgins - Access Planning Manager at Network Rail**
- **Rob Bozeat- Programme Manager TRU Access Team**
- **Heather Pritchard – TRU Sponsor**
- **Katy Grand – TRU Sponsor**
- **Ross Hardy: Programme and Planning Integration Manager Network Rail**
- **Graeme Whitehead- Sponsor Network Rail**
- **Thomas Astle: Project Manager Network Rail**
- **Richard Scarff: TRU Diversionary route project**
- **Geoff Hooper: Safety Assurance Engineer TRU**

### **Timeline of Events**

**November 2024, V2 Published:** the possession PPS/4100921 was published in (EAS) V2.

The Attercliffe block was Disputed in the V2 response from Nick Morgan Watson (Previous Scotland and Eastern Region Interface Manager at XCTL) with the following comments:

*Whilst XCTL are supportive of re-planning this access to be 1x 5-day rather than 3x 54hr, we do require a walking route to be constructed at Woodburn Jn to allow for reversals and a full timetable study. We are currently exploring the option of gaining route knowledge between Beighton Jn and Masborough Jn via Treeton and will continue to discuss progress with NRIL.*

**4<sup>th</sup> August 2025 – Bushra Kousar had a One to One with Matthew Higgins Higgins** where Matthew Higgins Higgins raised issues about funding the walking route but was not too sure about the exact update. During this one to one it was made clear that XCTL required a walking route which can accommodate a 10 car Voyager and that it's vital for it to be in place.

**6<sup>th</sup> August 2025:** CPPP were received on 1<sup>st</sup> August, and the possession was disputed on the 6<sup>th</sup> August based on constructing a walking route. The dispute comments are below:

*This possession is part of the Attercliffe blockade. XCTL service will divert via Beighton and terminate at Sheffield. XCTL will require NRIL to provide a full timetable study for the Anglo Scot services to divert via Beighton and terminate at Sheffield to ensure our services can be accommodated. Also, XCTL will require a walking route at Woodburn Jn to allow a through route for XCTL between Chesterfield and Wakefield/Doncaster when Sheffield is not available. The walking route must be long enough to accommodate a 10 - car Voyager and will need to be in place for Autumn so it can be signed off with reps before Christmas. The walking route is vital in preventing huge passenger handling issues. XCTL will continue to work with NRIL on the completion of the study and the walking route but will hold this access in dispute pending an acceptable study and successful completion of the walking route that meets XCTL requirements.*

**7<sup>th</sup> August 2025-** It was confirmed by NRIL that there were no plans in place to build a walking route at Woodburn Jn.

Email from Matthew Higgins regarding the funding issue:

*Woodburn Jn Walking Route – I have had it confirmed that at this time, there is no plan in place to build the walking route at Woodburn Jn. We would ask that XCTL provide details regarding passenger handling / revenue implications of only being able to run single sets via Woodburn Jn during the duration of the Attercliffe blockade for our consideration.*

Tom Wyant then chased this up to emphasise the importance of the walking route as running single set every two hours will create unimaginable levels of overcrowding on the service and the driver will also not be able to walk through. Also, a huge number of rail replacement buses will be required so having the walking route is essential.

NRIL responded with the below and still refused to build a walking route even after our frustration

*Following our internal review, including the feedback provided by CrossCountry, it has been determined that we won't be proceeding with constructing a walking route at Woodburn Jn. It was expected that the works to install the walking route would be undertaken by the TransPennine Route Upgrade program, this now won't materialise in time for next February. We have reviewed the possibility for the North & East route*

*to fund the construction of the walking route but under the current challenging financial climate, there is no funding available for this. The route via Woodburn Jn will still be available for diverted services in connection with the works North of Sheffield but will only be able to facilitate single sets. If the walking route at Woodburn Jn is a requirement in connection with future TransPennine Route Upgrade works, the programme will determine if a walking route is installed at a later. I appreciate this won't satisfy the expectations from CrossCountry regarding the works North of Sheffield next year.*

*XCTL wanted to know the cost of the walking route, and it was suggested that the walking route would cost around £210k - £250k by NRIL*

### **Monday 1<sup>st</sup> September – One to One meeting Bushra Kousar with Matthew Higgins**

- Matthew Higgins expectation was that the walking route was going to be constructed by the TRU team, and they were only told a month ago that the team does not have funding to facilitate this.
- We raised our concerns of not having the walking route: Cost, overcrowding, buses, facilities for the buses, wider industry impact, Fleet recycling issues, can't terminate at Leeds and York, customer and stakeholder feedback
- NRIL confirmed there was no funding, so the next step is in XCTL hands

### **Tuesday 2<sup>nd</sup> September: Meeting held with Rob Bozeat, Sponsors (Heather and Katy) and Tom Wyant**

- XCTL requested a hearing from Tamzin
- Had a call with Rob Bozeat and Sponsors and we were told that the TRU team were not aware that they were supposed to build the walking route for FEB 2026 as that is an off-route project and not part of the TRU. They were planning to build the walking route for 2027 Thornhill blockade
- The next steps are that Sponsor will speak to NRIL north and east team (Ross Hardy) and try and work something out. The TRU team said they may be able to transfer the funds over to the N&E route to construct the walking route for Feb.
- But current state still remains no funding available yet.
- Emails were sent to discuss the requirement of the walking route

### **4<sup>th</sup> September 2025 meeting to discuss hearing with Ross Hardy, Rob Bozeat, Bushra Kousar, Andy Bower, Paul Howden, Tom Wyant**

- NRIL were still not confident if there was funding available and waiting for TRU to confirm
- Other options were explored with XCTL – Learning the old road and have route conductors. However, these were not feasible for XCTL

- Issues were raised regarding capacity studies. Study was not complete on time, and a decision was made after a couple weeks that there will be no capacity study being done for this and Operators should build as per aspiration

#### **5<sup>th</sup> September 2025 Meeting with NRIL and Sponsors**

- TRU project asked for the requirement of the walking route. XCTL had conversation with Ops team and outlined the requirements and confirmed that the walking route should be built by Christmas 2025
- Separate meetings were held regarding the study on the timetable roadmap meeting

#### **12<sup>th</sup> September 2025 Meeting with NRIL and Sponsors**

- It was discussed that TRU central delivery team will lead on the walking route. The supplier will carry out the survey and design work and will be completed in approximately 2-3 weeks and results should be available by start of October.
- XCTL needed to confirm the suitability for driver. Still not sure if the walking route will be permanent or temporary.
- XCTL to confirm if walking route is to be build ground level- XCTL confirmed a ground level walkway constructed n GRP grid walkway. If a raised walkway is built, then we would require handrails. Rear clear markers would require for various combination of train length and signal sighting required to ensure lateral off set is completed correctly

#### **26<sup>th</sup> September 2025 Meeting with NRIL, XCTL and Sponsor**

- Catch Up Meeting: XCTL asked for a written confirmation of the walking route to be constructed. Contractors will provide a detailed programme once the price is agreed.
- Confirm the design status and clarify that it is approved for construction not just outline in principle.
- Design will be completed first 2 weeks of October 2025, and physical work will begin end of October through December but waiting confirmation

#### **24<sup>th</sup> October 2025: Meeting held with Tom Wyant, Graeme Whitehead, Alison White, Matthew Higgins, Ross Hardy, Heather Pritchard**

- Design teams were drawing on research insights to inform and refine their proposal
- Discussions were ongoing to support the completion by Christmas 2025
- Lighting is instructed and design is due 1<sup>st</sup> December.
- Options were being explored, including a plunger system for car stops that would allow drivers to activate lighting



- Discussion being held with Duncan regarding either a GRP or Gravel walkway

**14<sup>th</sup> November – Meeting with Graeme Whitehead, Matthew Higgins, Katy Grand, Tom Wyant, Bushra Kousar**

- Design is due this week and civil element will be reviewed next week
- Options being discussed about whether the walkway will be GRP or gravel
- Work delivery has confirmed they are able to deliver the works
- HAZID meeting to be organised for 2<sup>nd</sup> December

**2<sup>nd</sup> December: HAZID meeting with Bushra Kousar, Duncan Grainger, Thomas Astle and other members who will be constructing the walking route**

- Meeting was held to discuss the HAZID of the walking route and the specification/Requirements.
- Discussion about safety measures

**9<sup>th</sup> December 2025: Meeting held with Bushra Kousar, Graeme Whitehead and team (Richard Scarff, Alex Richardson), Neil Wignall**

- GRP ordered and arriving before Christmas.
- Design taking slightly longer
- Advised in the meantime they will do some work on the ground and will start construction of walkway 3<sup>rd</sup> Jan
- Duncan will lead on the walkout in January
- Discussion was ongoing regarding a permanently lit walkway as it not possible for driver to manually activate it.
- Explored other options for light such solar lighting and temporary options
- Start with prep work such as dropping materials and levelling the ground potentially next week W/C 15<sup>th</sup>

**17<sup>th</sup> December 2025: Lighting Solution meeting with Duncan Grainger, Bushra Kousar, Graeme Whitehead, Thomas Astle and his team (Richard Scarff, Shaun Trickett, Jackson Brown, Alex Richardson).**

- XCTL not wanting a high-level lighting as long as it meets lux standard
- Shaun (sponsor) to get temporary one to have a look
- Duncan confirmed they can use the same lighting as the one in Crofton Depot
- Duncan requested for a first walk out 12<sup>th</sup> Jan and second end of Jan (W/C 26<sup>th</sup>)

- Project said it will be possible as they will have some of the walkway installed by then at least 30m.

#### **5<sup>th</sup> Jan 2026: Email**

- Duncan sent email out to confirm the day for the walkout W/C 12<sup>th</sup> January to see the lighting and the start of the walking route.
- Project advised they now will be starting work on 12/01/2026 and haven't started on the 3rd of January due to line blockage approvals and design being late
- Advised for walkout to be the following week commencing 19<sup>th</sup> January which was not acceptable by XCTL

#### **7<sup>th</sup> Jan 2026: Email**

- An email sent to XCTL by Graeme Whitehead to advise that the walking route will not be complete until the 31st of Jan latest
- Still haven't decided on lighting solutions and are looking into temporary lighting options

#### **7<sup>th</sup> Jan 2026: Meeting held with Graeme Whitehead, Tom Wyant, Bushra Kousar, Andy Bower, Paul Howden, Duncan Grainger, Thomas Astle and team (Alex Richardson, Richard Scarff, Shaun Trickett, Jackson Brown) and Matthew Higgins**

- Urgent meeting was requested
- Concerns raised around not having enough time for health and safety reps to sign the walking route before the driver diagrams are confirmed
- Project said they have some challenges with the design which caused the delay.
- The materials will be delivered Thursday/Friday, and work will begin next week.
- Duncan requested that we have a walk out earlier than the 19th of Jan due to the nervousness and project not sticking to timescales
- The diagrams are issues on 28<sup>th</sup> so the walking route need to be signed of before that.
- Agreement that the walkout will now be organised for Thursday 15<sup>th</sup> Jan, Thursday 22<sup>nd</sup> Jan and Tuesday 27<sup>th</sup> Jan.