

# **LEEDS, LANCASTER & MORECAMBE COMMUNITY RAIL PARTNERSHIP**

## **TERMS OF REFERENCE**

### **1. Aims**

- 1.1 To develop the Leeds to Morecambe (Heysham Port) line as a showpiece inter-regional railway with well used trains, a high level of community involvement, attractive station facilities, good co-ordination with other forms of transport and a service that meets the needs of local people and visitors and in so doing provides value for money for passengers and taxpayers.
- 1.2 To develop the line as a national demonstration project that focuses on the development of Gateway Stations to areas of natural beauty.
- 1.3 To develop links with adjacent Community Rail Partnerships especially the Furness Line Community Rail Partnership.
- 1.4 To develop links with the Settle Carlisle Railway Development Company and associated groups.
- 1.5 To develop links with local and regional organisations to provide a stakeholder reference group.
- 1.6 To develop innovative fare schemes for the line.
- 1.7 To look at opportunities to retail local rail tickets at locations away from the staffed stations.
- 1.8 To improve the financial viability of the service to ensure a secure future for the line.

### **2. Objectives**

#### **2.1 To attract more passengers to the service in order to:**

- 2.1.1 Improve access to work, education, shops and the countryside.
- 2.1.2 To enable the line to play a more effective part in contributing to the local transport network through relieving congestion especially into the urban centres of Leeds and Lancaster and providing a more sustainable way to access the countryside.
- 2.1.3 To improve the long-term viability of the service by reducing the support required per passenger.
- 2.1.4 To improve the service in order to justify enhancements to the type of trains used on the line and the frequency of the service.

### **3. Implementation**

#### **3.1 To provide improved rail services and facilities through:**

- 3.1.1 Improved station facilities.
- 3.1.2 Improved information for users and visitors.

- 3.1.3 Improved train connections at the key stations of Lancaster & Leeds and also at Skipton and Carnforth.
- 3.1.4 Improved park and ride facilities.
- 3.1.5 Improved quality of rolling stock.
- 3.1.6 Improved service frequencies.
- 3.1.7 Improved journey times
- 3.1.8 New station facilities where appropriate.
- 3.1.9 Develop stations as gateways to the local community.
- 3.1.10 Improve walking routes between stations and their hinterland.

3.2 All projects will be assessed through the development of an appropriate Business Case or Market Assessment and where funds are likely to be available for implementation.

### 3.3 **Sustainable Development**

3.3.1 To develop links with regeneration and tourism agencies in the corridor to ensure that the railway is at the heart of sustainable development strategies. This may include:

- 3.3.2 Links with the housing market renewal.
- 3.3.3 Links with environmental projects.
- 3.3.4 Encouraging community enterprise along the line.
- 3.3.5 Links with tourism initiatives.

### 3.4 **Community Involvement**

- 3.4.1 To encourage community participation, particularly at stations.
- 3.4.2 To support and encourage the work of line user groups.
- 3.4.3 To establish and support 'station partnerships' wherever possible.
- 3.4.4 To encourage community art initiatives at stations and on the train.
- 3.4.5 To develop links with local schools and colleges.
- 3.4.6 To encourage local railway staff involvement in the CRP.
- 3.4.7 To involve local and regional organisations in informing the work of the partnership through the development of a stakeholder reference group.

### 3.5 **Landscape**

3.5.1 To develop the railway as a means of accessing the natural landscape, country parks and other recreational facilities.

### 3.6 **Communication**

3.6.1 To develop a website jointly with Community Rail Lancashire.

## 4. **Partnership Area**

4.1 The partnership will cover the railway line between Skipton and Morecambe (Heysham Port) and the rail service between Leeds and

Morecambe. The communities of Skipton, Bentham Carnforth and Morecambe will form the core area.

- 4.2 The Leeds, Lancaster & Morecambe Community Rail Partnership will work closely with Community Rail Lancashire and other Community Rail Partnerships.

## **5. Management of the Community Rail Partnership**

### **5.1 Management Group**

The Leeds, Lancaster & Morecambe CRP is a company limited by guarantee and has ten appointed directors who form the core management group:

- **Graham North** – North Yorkshire County Council (also representing West Yorkshire Combined Transport Authority by arrangement)
- **Richard Watts** – Lancashire County Council
- **Pete Myers** – Northern Rail
- **David Bousfield** – Lancaster, Morecambe & District Rail User Group
- **Richard Rollins** – Lancaster & Skipton Rail User Group
- **Rod Tickner** – Aire Valley Rail User Group
- **Drew Haley** – Settle Carlisle Development Company
- **Jim Trotman** – Furness Line & Lakes Line Community Rail Partnerships
- **Gerald Townson** – Friends of Bentham Station

**Other Bodies** - representatives to be nominated by the named body

- 1 representative from Virgin East Coast trains
- 1 representative from Craven District Council
- 1 representative from Lancaster City Council
- 1 representative from Network Rail
- Other representatives may be invited to join the group

- 5.1.1 The Community Rail Partnership Officer will form an ex officio member of the Partnership.

- 5.1.2 Lancashire Community Rail Development Officer will form an ex officio member of the Partnership.

- 5.1.3 A Company Secretary will be appointed by the directors and will form an ex officio member of the group.

- 5.1.4 A representative from both the Association of Community Rail Partnerships and the Department for Transport may attend as an ex officio members of the group.

### **5.2 Remit**

- To set and guide the strategic framework for the development of the Leeds to Morecambe (Heysham Port) railway line.

- To set the agenda for the line's development in terms of building business cases for rail service developments and enhancements; interchange developments; station developments and infrastructure improvements in partnership with the railway industry.
- To develop a 5 to 10 year strategy for the line and agree an annual Action Plan.
- To take on and manage appropriate staff to undertake the agreed Action Plan targets.
- To monitor and review the Action Plan during the year.
- Handle all media relations relevant to the line.
- To meet at least every 3 months or more frequently if the volume of business requires. A meeting of the Management Group will be quorate if there is one tenth of the membership or five members, whichever is the greater, present.
- The Management Group will appoint a Chairman and Secretary and other officers as required. All officers to be appointed on an annual basis with an AGM to be held not more than fifteen months after the holding of the preceding Annual General meeting.
- The Management Group may establish sub groups to bring forward projects for implementation. Any sub groups that are established will be issue focused and will use the specialist knowledge of the individuals within the particular sub group. Sub groups will work within the terms of reference of the Community Rail.
- The Management Group will employ staff to assist with the delivery of the agreed Action Plan.

## 6. Funding

- 6.1 Members of the Leeds, Lancaster & Morecambe Community Rail Partnership will identify on an annual basis the funding required to deliver the Action Plan.
- 6.2 Where appropriate Members of the Partnership and/or the Community Rail Partnership Officer will develop funding bids.

