

EAST LANCASHIRE COMMUNITY RAIL PARTNERSHIP AND CLITHEROE LINE COMMUNITY RAIL PARTNERSHIP JOINT ACTION PLAN 2020



Please note: all activity is being affected by the Covid19 pandemic

(To be) Adopted at the AGM on the 23rd April, 2020

Version updated 13th April 2020

0. Contents

1. Introduction
2. Community Rail Development Strategy
3. Action Plan initiatives
4. **Activity Plan**

Appendices:

Appendix 1	Terms of Reference for the East Lancashire CRP
Appendix 2	Terms of Reference for the Clitheroe Line CRP
Appendix 3	Service Level Commitment between CRL and Arriva Rail North.
Appendix 4	Active station partnerships that work with the CL and EL CRPs.
Appendix 5	The management committee
Appendix 6	EL & CL CRP project summary and update 2020/21
Appendix 7	Financial update
Appendix 8	Passenger Footfall Data
Appendix 9	Marketing and promotional Plan

The Clitheroe Line Community Rail Partnership
is a member of the
Association of Community Rail Partnerships



The East Lancashire Community Rail Partnership
is a member of the
Association of Community Rail Partnerships



I. Introduction

- I.1 Welcome to the 2020 Action Plan for the East Lancashire and Clitheroe Line CRP's.
- I.2 Both partnerships are delighted to have been accredited by the DfT - for more details see section 2 below.
- I.3 The Action Plan considers known activities for the calendar year 2020 but, as ever, new developments will take place over the course of the plan and it may need to be updated to reflect these. These changes will be reported to the meetings of the East Lancashire & Clitheroe Line CRPs (Community Rail Partnerships) Joint Management Group. The financial information contained in the appendices is for the 2020/21 financial year. Further financial information is contained in the CRL Business Plan which can be viewed at www.communityraillancashire.co.uk/crl-accountability/.
- I.4 Since starting to draft this Action Plan the world and the UK have been overtaken by the **Covid19 pandemic**. For a period this will have a significant effect on the projects and engagements that Community Rail Lancashire (CRL) and the 2 CRPs will be able to carry out. It is not known how long lockdown and the restrictions on rail travel will last but when things become more normal again there will be an uphill task to resell the railway to people who have been told to stay away.
- I.5 This Action Plan fits into a longer-term plan for both lines as set out in the Terms of Reference see appendices 1 and 2. The Action Plan bases its assumptions on the aspirations of the partners to the CRPs as well as known sources of funding. However, as austerity is leading to significant changes to the availability of funding from local authorities some of the original assumptions are being challenged. It is, therefore, very welcome that Northern Trains Ltd (NTL) is committed to working with and support community rail partnerships and station partnerships through ComREG (Community Rail Executive Group). The commitment is set out in the signed Service Level Commitment which covers the 4 Lancashire CRPs which directly make up CRL. The full SLC is at appendix 3. ComREG had been reviewing the SLC with a view to amending it in the light of experience. At the time of writing this Action Plan it is not known if NTL will continue with this.
- I.6 The plan recognises the formation of CRL as a not for profit company, limited by guarantee. CRL offers new opportunities for community rail in Lancashire to expand its range of activities, especially its educational engagement work.
- I.7 This Action Plan specifically covers the following lines: (Manchester Victoria) Bolton to Clitheroe via Darwen; Preston to Colne and Blackburn to Manchester Victoria/Wigan Wallgate via Burnley Manchester Rd and Todmorden. In addition, the plan also supports the inter - regional Blackpool North to York service and DalesRail the summer seasonal service between Blackpool North and Carlisle via Clitheroe. In the case of the Clitheroe Line the route from Bromley Cross southwards is now also covered by the newly formed Bolton & South Lancashire CRP.

2. The Community Rail Development Strategy & Accreditation

2.1 The Community Rail Development Strategy (CRDS) was first launched in 2004 by the former Strategic Rail Authority and updated in 2007 by the DfT. Since then the strategy has remained unchanged and the DfT along with the DfT's National Community Rail Steering Group agreed in 2017 that the time had come to review and if necessary, update the CRDS.

2.2 After a consultation period the conclusion was that the CRDS needed to be updated to reflect changing circumstances in particular to better embrace the diversity and inclusion agenda. However, it was recognised that much of the former strategy was still fit for purpose and consequently has been incorporated into the new CRDS. Launched by Andrew Jones, MP on Thursday 15th November, 2018 the new CRDS called 'Connecting Communities with Railways: The Community Rail Development Strategy' contains 4 key themes, referred to as pillars, as follows:

- A. Providing a voice for the community;
- B. Promoting sustainable and healthy travel;
- C. Bringing communities together and supporting diversity & inclusion; and
- D. Supporting Social and Economic Development.

The full strategy and the CRL press release supporting it can be viewed by using the following link to the CRL website:

<https://www.communityraillancashire.co.uk/news/new-community-rail-strategy-launched/>

or to the DfT website using the link below:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/756054/connecting-communities-with-the-railways-the-community-rail-development-strategy.pdf

2.3 What marks the biggest change is that the former strategy designated lines as either community rail services or community rail lines or a combination of both as is the case for the Preston to Colne/Burnley Manchester Rd lines. However, the new CRDS is using a totally different approach so instead of designating lines, which will be phased out, it is now accrediting CRP's.

2.4 CRL and the 4 Lancashire CRPs have been formally accredited under the new DfT scheme. Accreditation must be renewed annually which for CRL needs to take place in October. Arrangements for this will be agreed with the DfT and the Community Rail Network.

3. Action Plan initiatives 2020/21

IMPORTANT NOTE FOR 2020 many of the plans will be affected by the Covid19 pandemic

- 3.1 The ELCRP and CLCRP partnerships have identified in their Terms of Reference, see appendices 1 and 2, a key set of actions which the two partnerships plan to implement with the immediate actions set out in this Action Plan.
- 3.2 Progress in implementing the Action Plan is reviewed at each meeting of the Joint Management Group and the Plan is updated and re-issued annually at the AGM of the Joint Management Group held in April or May each year.
- 3.3 This Plan covers the key activities the Partnerships plan to carry out in 2020 subject to funding and human resources.
- 3.4 Both CRPs will continue to work closely with Community Rail Lancashire Ltd (CRL). CRL employs the staff who deliver projects for both CRPs.
- 3.5 Both Partnerships will take a proactive role in the working with Northern Trains Ltd and Avanti West Coast along with Network Rail (Nwr), Transport for the North/Rail North Partnership (TfN/RNP), Lancashire County Council (LCC), Connecting East Lancashire (CEL), Blackburn with Darwen Borough Council (BwD), Pendle Borough Council, Transport for Greater Manchester (TfGM), Ribble Valley Borough Council (RVBC), South Ribble Borough Council (SRBC), Ribble Valley Rail (RVR), the Bolton & South Lancashire Community Rail Partnership & Bolton Station Community Development Partnership, the Friends of Pendle Stations and others to contribute to the delivery of the transformational agenda for local rail services.
- 3.6 The Partnerships will continue to manage and monitor their work through the Joint Management Group which meets at least every 3 months.

3.7 Key objectives in 2020:

3.8 The Clitheroe Line and East Lancashire Line CRPs will have the following shared key objectives:

- 3.9 To maintain accreditation of both CRPs.
- 3.10 To implement the Service Level Commitment (SLC) with Northern, the current SLC is at appendix 3. It should be noted that at the time of writing ComREG, the Community Rail Executive Group, is reviewing the SLC so it is possible this will change during the currency of this Action Plan.
- 3.11 To invite Northern to appoint two representatives to attend Joint Management Group meetings and sub group meetings of which one will be the Regional Communities and Sustainability Manager (for the central area).
- 3.12 To take an active role in Northern's Community Rail Executive Group (ComREG).
- 3.13 To work with Northern and Network Rail on plans to develop the Clitheroe and East Lancashire lines and stations, including the development of stations as community and connectional hubs.

- 3.14 To take an active role in the fostering and development of station partnerships in association with Northern.
- 3.15 During 2020 both partnerships will take an active role in the development of CRL Ltd and have appointed a Director to serve on the Board.
- 3.16 Continue to engage with local and regional stakeholders using 'Reading Between The Lines', CRL's Annual Report, social media and the CRL website.
- 3.17 Continue to engage with local schools, colleges, universities and youth groups to promote rail travel; the 'Passport to Safer Rail Travel'; the Railway Confidence, On Track to Train and Women who Wander programmes and contribute to the 'Down the Line' website.
- 3.18 Continue the development of www.communityrail Lancashire.co.uk and www.dalesrail.com as well as CRL's social media Facebook page and Twitter feed @crl_live.
- 3.19 To secure further improvements to the timetable and train capacity and to work with Northern's timetabling team to deliver service and connectional improvements.
- 3.20 To continue the development of a programme of graded guided walks through DalesRail and across the East Lancashire and Clitheroe Lines.
- 3.21 To collaborate with the Bolton & South Lancashire CRP on self-guided walks in the Bolton area and along the Clitheroe line to Bolton line.
- 3.22 To work with CRL to produce an Annual Report.
- 3.23 To secure funding to support the work of the 2 partnerships.
- 3.24 To work with Network Rail and Northern to monitor service reliability and delivery.
- 3.25 To work with Northern to monitor revenue protection.
- 3.26 To submit appropriate applications to the Community Rail Development Fund (CRDF), Community Rail Network Small Grants Fund, TfGM's Small Grants Fund and Northern's/ComREGs Seed Corn fund.
- 3.27 To look for other funding opportunities to support this Action Plan.
- 3.28 To support the regeneration of East Lancashire.
- 3.29 To support the development and implementation of Local Transport Plans for LCC and BwD, the East Lancashire Highways & Transportation Masterplan; the East Lancashire Rail Connectivity Study; the Lancashire Strategic Transport Prospectus, the Rail North 'Long Term Rail Strategy' (LTRS), TfN's Strategic Transport Plan and CEL's Action Plan.

3.30 Line specific initiatives

3.31 Clitheroe Line Community Rail Partnership (Manchester to Clitheroe, DalesRail & Ribble Valley Rambler)

- 3.31.1 To aim for 2m passengers per annum by 31st March 2021. This will be measured using data to be made available to CRPs by Northern.
(Now affected by Covid19).

3.31.2 To continue to promote the DVD 'Explore the Ribble Valley Line' aimed at key stage 2 pupils and linked to train travel to the Ribble Valley and/or Accrington Eco Station.

3.31.3 To support key community events such as the Clitheroe Beer Festival and the Clitheroe Food Festival.

3.32 East Lancashire Community Rail Partnership (Preston – Colne, Blackburn – Manchester via Todmorden and Blackpool – York)

3.33 To increase patronage to 1,500,000. This will be measured using data to be made available to CRPs by Northern. (Now affected by Covid19).

3.34 To continue to promote the Todmorden Curve service to Manchester Victoria..

3.35 To develop use of the Educational and Community Room at Accrington Eco Station.

3.36 To continue to develop the community room at Burnley Manchester Rd station as CRLs Training Hub.

3.37 To support the international famous 'Colne Rhythm & Blues Festival' as well as the Pendle Beer Festival.

Attached to the Action Plan are:

- Appendix 1 Terms of Reference for the East Lancashire CRP
- Appendix 2 Terms of Reference for the Clitheroe Line CRP
- Appendix 3 Service Level Commitment between CRL and Northern.
- Appendix 4 Active station partnerships that work with the CL and EL CRPs.
- Appendix 5 The management committee
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Pupils from Hyndburn Park primary School in Accrington taking part in the memorable Journeys project

2020 Joint Activity Plan

All activity is being affected by the Covid19 pandemic which is severely impacting on many of our planned activities.

Key:

CEL – Connecting East Lancashire
CIC – Community Interest Company
ComREG – Community Rail Executive Group
CRDF – Community Rail Development Fund
CRDS - Community Rail Development Strategy
CRL – Community Rail Lancashire
CRN – Community Rail network
DfT - Department for Transport
LCC - Lancashire County Council
NTL – Northern Trains Ltd
NwkR – Network Rail
SLC – Service Level Commitment
RBTL - Reading Between The Lines
RNP - Rail North Partnership
RVBC – Ribble Valley Borough Council
RVR – Ribble Valley Rail
SRBC – South Ribble Borough Council
TfN - Transport for the North
TOR - Terms of Reference

The link to the new CRDS will be shown using the following letters throughout the table below:

- A. Providing a voice for the community;**
- B. Promoting sustainable and healthy travel;**
- C Bringing communities together and supporting diversity & inclusion; and**
- D Supporting Social and Economic Development.**

Activity	Task	Link to Community Rail Dev Strategy (CRDS) and CL&ELCRP Terms of Reference (ToR)	Output/Measure	Comment/outcomes/update
API CRP Development Champion: RW.	<ul style="list-style-type: none"> • To work with CRL to implement its Business Plan and 4 year Strategic Education Plan 2019 to 2022. • To implement the SLC between Northern and CRL (for the EL & CL CRPs) • To provide reports as required to CRL for ComREG meetings. • To provide input to Northern's annual community rail report. • To attend the annual Northern community rail conference. • To be represented at the annual DfT community rail conference. • To work with LCC and BwD on LTP4 • To arrange with the CRN the annual accreditation meeting. • To be a member of the Community Rail Network. • To hold at least 4 meetings of the joint management group 	CRDS A & C TOR	<ul style="list-style-type: none"> • Provide input into CRLs 2020 Business Plan. (RW) • SLC reviewed with Northern at joint management group meetings. (RW) • Implement the parts of CRLs 4 year Strategic Education Plan that relate to the 2 CRPs (see also AP7). (RW) • Attend the DfT's annual Community Rail conference. (MB for EL/CLCRPs) • Attend the annual Northern/ComREG community rail conference date TBC. (MB for EL/CLCRP) • At least 4 joint management group meetings held, including the AGM. (RW) • By April 2020 the 2020 Action Plan will have been drafted and circulated to all members of the CRPs. • By March 2020 Northern will 	<ul style="list-style-type: none"> • 13th January the CRP was represented at the Northern TT conference. • Attended DfT Community Rail Conference 2nd & 3rd March. • Northern has confirmed core funding towards the 2 CRPs. • CRP meeting took place on 30th January 2020. • 11th March ComREG meeting RW attended. • Planned meeting and AGM for the 23rd April postponed due to the Covid19 pandemic. • Draft Action Plan prepared and circulated to members of the EL & CL CRPs. • Plan the 2020 Accreditation meeting with the CRN/DfT.

	<p>including the AGM and continue to review and update the action plan, terms of reference and membership of the 2 CRPs.</p> <ul style="list-style-type: none"> • To reach stakeholders by contributing to CRL's 'Reading between The Lines' newsletter, Annual Report and websites, twitter feed, Facebook page and Instagram. • To continue to develop new ways to engage with stakeholders. • To contribute to the employment of the 2 Community Rail Development Officers (CRDOs). • To engage with and develop mutual projects with the new Bolton & Sth Lancashire CRP 		<p>have confirmed funding towards the 2 CRPs.</p> <ul style="list-style-type: none"> • Regular news items provided through the websites and social media outlets managed by CRL. (SC) • Reciprocal membership agreed between the Clitheroe Line CRP & Bolton & Sth Lancashire CRP. (RW) 	
AP2 Funding Champion RW	<ul style="list-style-type: none"> • To secure core funding for the partnership. • To develop funding bids to support a range of projects including from the Community Rail Development Fund; Northern's seed corn fund, and CRNs & TfGMs small grant funds. 	CRDS The new CRDS requires an accredited CRP.	<ul style="list-style-type: none"> • By March 2020 Northern confirm core funding towards the 2 CRPs. • By April 2020 confirm contribution to core funding from First Trenitalia (West Coast Partnership) • By Feb 2020 submit application for funding to RVBC. (RW) • To submit funding applications to the CRDF, CRN Small Grants Fund, TfGM's small grants fund, Northern Seed corn fund etc. (RW & Team) 	<ul style="list-style-type: none"> • Feb 2020 Funding application submitted to RVBC. • Core funding letters received from Northern on 30th March 2020. • Core funding from Avanti West Coast pending DfT in doubt.

			<ul style="list-style-type: none"> To work with LCC and BwD in support of the DfT Access Fund 2017 - 2020 (Connecting East Lancashire). (RW & Team) 	
<p>AP3 Timetable Developments Champion: RW</p>	<ul style="list-style-type: none"> 2020 Objectives To work with Northern to look at an earlier first train to Manchester via Darwen. To work with the rail industry & RNP/TfN to find ways to improve journey times between Clitheroe and Manchester via Darwen & over the Copy Pit route. To work with RVBC, LCC, TfN, Northern, NwkR and others on improving services on the RV Line. DalesRail To extend the reach of DalesRail through the introduction of dedicated bus links to Richmond & Malham. To operate the return journey from Carlisle earlier. Todmorden Curve To continue to discuss with Northern, TfN/RNP improvements to the service especially journey times. 	<p>CRDS</p> <p>C & D</p> <p>ToR</p> <p>To improve rail services</p>	<ul style="list-style-type: none"> Todmorden Curve Continue to promote the improved journey times to Manchester Victoria from Accrington and Burnley Man Rd through posters, pocket timetables, social media and the CRL website. (SC) Work with Rail North/TfN etc. to look at ways to improve journey times for services using the Copy Pit route. (RW) Clitheroe/Blackburn to Manchester Work with the rail industry, RNP/TfN, LCC & RVBC to develop the case for developing rail services in the Ribble Valley. (RW) Work with TfN and Northern to develop the case for the extension of the 23:00 ex Manchester Victoria to Blackburn service to Clitheroe. Develop the case for an earlier weekday service from Blackburn to Manchester. DalesRail Earlier departure from Carlisle 	<ul style="list-style-type: none"> March/April: most activity on hold due to the Covid19 pandemic. On DalesRail Northern have agreed an earlier departure from Carlisle. Due to Covid19 pandemic key worker and essential journey only only TTs introduced on all lines. Most lines have seen major reductions in frequency.

			agreed with Northern,. (RW)	
AP4 DalesRail 2020 Champion: RW & CW	<ul style="list-style-type: none"> To extend the reach of DalesRail through the provision of connecting bus links in partnership with the Dales & Bowland CIC. To develop a comprehensive guided walk programme in partnership with the Lancashire Rail Ramblers. To review fares with Northern. To develop a marketing and promotional plan in partnership with Northern and the Lancashire Rail Ramblers. To target potential new markets to use DalesRail including university students and walking groups. To promote the service and leisure opportunities through the DalesRail website and special events. To promote the health benefits of DalesRail. To monitor usage throughout the season. To use www.dalesrail.com and social media to promote DalesRail. 	CRDS B & C ToR Provide Improved rail services and contribute to sustainable tourism development s.	<ul style="list-style-type: none"> To introduce two connecting bus links throughout the DalesRail season. (RW) Guided walk and bus link programme produced by the Rail Ramblers by January 2020. (CW) Discussion with Northern re fares. (RW) Posters and brochure produced by April 2020. (SC & RW) Maintain www.dalesrail.com & social media links throughout the season. (SC) 	<ul style="list-style-type: none"> As per AP3 above an earlier departure time for DalesRail has been agreed with Northern. Two bus links being looked at with the D&B CIC – Kirkby Stephen to Richmond & Settle to Malham. Target for decision March 2020 so that tendering can take place. Web site updated with timetable and guided walk programme. 1st April: All plans for DalesRail on hold due to Covid19 pandemic and there is some a possibility the service may not be able to operate for some or all of the summer timetable. www.dalesrail.com providing regular updates on the situation. Regular DalesRaiers asked to send in there photos and stories for use on the website. June 2020 saw the launch of Tales from DalesRail/the Virtual DalesRail.
AP5 Station & other developments	<ul style="list-style-type: none"> To support station partnerships and help them develop projects based on their community and station. 	CRDS A, B, C & D ToR	<ul style="list-style-type: none"> Work with Rishton Prospects to complete the Mills to Tower project. (SC & RW) Work with CEL to complete 	<ul style="list-style-type: none"> Action Plan for Lostock Hall prepared by January 2020. Action Plan for Bamber Bridge

<p>Champion: SC & CH</p>	<ul style="list-style-type: none"> • To work with local communities and rail user groups to form new Station Partnerships. • To help station partnerships prepare their annual plans and funding bids. • To develop a station project with the Northern apprentices. • To investigate scope for community art projects with schools linked to the national curriculum. • To work with the Bolton & South Lancashire CRP & Bolton Station Community Partnership. • To develop and improve access to stations including cycling and walking (<i>linked to Connecting East Lancashire project</i>). • Support CEL in the development and implementation of the Memorable Journeys project (see AP7). • Support CEL in the development and implementation of the Connecting Brierfield project. • Support CEL in the development and implementation of the project at Ramsgreave & Wilpshire (See AP7). • To work with the rail industry, government bodies and other organisations to secure access improvements at stations especially through the Access for 	<p>To provide improved station facilities, improved integration and to encourage community participation at stations & community art initiatives</p>	<p>projects at Brierfield, Accrington and Ramsgreave & Wilpshire (SC, CH, SR, KM, RW)</p> <ul style="list-style-type: none"> • Work with In-Situ and partners to develop the Connect Brierfield project. (CH & KM)) • Work with SRBC and partners on projects at Bamber Bridge & Lostock Hall. (SC) • Support Crosshills Sspecial Sch who have adopted Blackburn. (DCC) • Support Broadfield Special School who have adopted Accrington Community Garden. (RW) • Support the Northern apprentice project at Blackburn. (SR & SC) • Work with Nightsafe, Blackburn to replace the banner on the relay room at Blackburn. (SR & SC) • Promote the use of the Accrington Eco Station Resource Centre for education and community use. (Team) • Promote the use of the community room at Burnley Manchester Rd as a 'training hub'. (Team) • Work with Lancashire County Council to promote extension to the car park at Burnley Manchester Rd due to open 	<p>station prepared January 2020.</p> <ul style="list-style-type: none"> • 22nd February special event at Brierfield to mark completion of the art work project. • Action plan for the future development of the Brierfield project completed by CEL. • April: di-bond figures for Rishton delivered to Accrington. Approval awaited from NwkR for the placing of the townscape images on the fence to the rear of the Blackburn platform. • January to March 2020; Broadfield Specialist School continues visits to Accrington station. • Northern Apprentices working on project for Blackburn station and have drafted a seed corn bid. • April 2020: all activity has ceased due to the Covid19 pandemic. • June 2020 Northern has confirmed the design, timesacles and quote for a cantilever passenger shelter at Clitheroe Interchange.
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	<p>All fund.</p> <ul style="list-style-type: none"> To work with the rail industry and other partners to implement the Blackburn station masterplan. To enhance passenger waiting facilities at Clitheroe Station. 		<p>September 2020. (RW)</p> <ul style="list-style-type: none"> Work with LCC and Northern to agree new underleases for the CRL rooms at Accrington and Burnley Manchester Rd (RW) Working with CRL to sign licences with NwkR for projects at Brierfield and Rishton. (RW) Work with the rail industry, government bodies and other organisations to implement Access for All schemes at Accrington (Mid Tier programme) and Burnley Man Rd (full A4A). (RW) Support station partnerships as required and attend meetings on an ad hoc basis. (SC & CH) Support the development of new station partnerships targets in 2020 are Pleasington, Mill Hill & Cherry Tree. (CH, SC & SR) Enhancement of the passenger facilities at Clitheroe Interchange through the provision of an additional cantilever shelter on the up (to Manchester) platform in association with Ribble Valley BC and Northern. 	
<p>AP6 Marketing & communication <i>(see also AP4</i></p>	<ul style="list-style-type: none"> To implement marketing activities along both lines in partnership with Northern Rail, local bus operators and others. To develop and implement a 	<p>CRDS A, B & D ToR Sustainable</p>	<ul style="list-style-type: none"> Marketing plan developed for DalesRail. (RW & SC) Produce mini timetables for the Todmorden Curve and 	<ul style="list-style-type: none"> CRL commissioned Huckleberry Films to produce mini films for the three CEL projects. Mini films developed throughout

<p>DalesRail and marketing and promotional plan at Appendix 12.</p>	<p>Marketing Plan for all services with a particular emphasis on the Blackburn to Manchester via Burnley Man Rd and Blackburn to Manchester via Darwen services.</p> <ul style="list-style-type: none"> • To produce pocket sized timetables and posters for the Todmorden Curve & Clitheroe Line services. • Work with CEL on mini films to mark the projects at Brierfield, Ramsgreave & Wilpshire & Accrington. • To work with adjoining CRPs to promote and develop 'The Amazing Women by Rail' campaign. • To support special events in East Lancashire such as the Colne Rhythm & Blues Festival, Clitheroe & Pendle Beer Festivals. • To run a Music Train for the opening day of the Colne R&B Festival (Friday 23rd August). • To maintain and refresh the CRL branded poster boards. • To contribute to CRL's 'Reading Between The Lines'. • To contribute to CRL's annual report 	<p>development and community involvement</p>	<p>Clitheroe Line. (SC)</p> <ul style="list-style-type: none"> • Distribution of mini timetables in Ribble Valley co-ordinated by CLCRP and RVR. (MB & SC) • Two guided walk programmes for the EL and CL led by the Lancashire Rail Ramblers. (SC & CW) • Lancashire Rail Ramblers to update on numbers on the guided walks throughout the year. (CW) • Support the Colne Rhythm & Blues Festival over the August Bank Holiday weekend. (SC) • Work with CRL to develop entries for the 2020 Community Rail Awards. (Team) • Identify new sites to install branded poster panels, including Burnley Central. (SC). • Carry out maintenance of all CRL branded notice boards and running in boards. (SC) • Update at least 3 x a week the CRL and Down the Line websites and refresh @crl_live Twitter feed and related social media sites. (SC & Team) • Contribute to CRLs RBTL and Annual Report. (SC & Team) • 3 x mini films produced for Brierfield, Accrington and Ramsgreave & Wilpshire. 	<p>Spring eg</p> <p>www.communityraillancashire.co.uk/news/lets-connect-ramsgreave-wilpshire-railway-station/</p> <p>All films have been promoted on CRLs website and by LCC and others on their websites.</p> <p>1st April: Film production on hold due to Covid19 pandemic</p> <ul style="list-style-type: none"> • CRL has temporarily suspended all mini timetable and poster production for the May 2020 timetable change whilst only key worker services are operating. • CRL is promoting through its website the key worker timetables issued by Northern as well as advice on who should use them.
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			<ul style="list-style-type: none"> Collaborate with the Bolton & Sth Lancs CRP on its 'Clock Tower Trails' from Bolton and a self-guide walk from Bolton to Bromley X (RW & PS) 	
<p>AP7</p> <p>School, College & University & apprentice engagement 'Educating the Passengers of the Future' SH.</p>	<ul style="list-style-type: none"> For details refer to CRLs Education 4 Year Strategic Plan 2019 to 2022 inclusive. Full details can be viewed at: www.communityrail Lancashire.co.uk/crl-accountability 	<p>CRDS</p> <p>A, B, C & D</p> <p>ToR</p> <p>To develop links with local schools, specialist schools, colleges and Universities.</p>	<ul style="list-style-type: none"> It is planned to work with at least 8 primary schools involving 12 classes who will take part in the Educating the Passengers of the Future (SR, KM) All pupils involved in the programme will be issued with CRLs 'Passport to Safe Rail Travel' and usage monitored as set out in CRLs '4 year strategic education plan'. (SR, KM) It is planned to work with 6 specialist schools as part of CRLs 'Railway Confidence Programme' and the 'On Track to Train Programme'. (KM) Support the Northern Apprentices and their projects at Blackburn and Garforth. (KB, SR & SC). Involve Ribblesdale Secondary Sch, Clitheroe and Blackburn College in project at Ramsgreave & Wilpshire. (CH, SR & KM). Involve Peel Park and Hyndburn Park Primary schools in Accrington in the 'Memorable Journeys' project. 	<ul style="list-style-type: none"> By March 2020 input into CRL's '4 Year Strategic Education Plan'. By March 2020 artwork completed by Hyndburn Park and Peel Park primary schools for the Memorable Journeys project. Some written work won't be obtainable until after the restrictions in place due to Covid19 are relaxed. Project currently on hold. By March 2020 CRL has engaged with: <ul style="list-style-type: none"> Crosshills Specialist Sch Broadfield Specialist Sch Ribblesdale Secondary Sch Pleckgate Secondary Sch Hyndburn Park Primary Sch Peel Park Primary Sch Lee Royd Nursery Blackburn College Rose Grove Infants Acorns SEND Primary Sch, Preston

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Abbreviations used:

CH – Caroline Holden

CW – Craig Ward (Lancashire Rail Ramblers)

KB - Karen Bennett

KM – Katie Musgrove

MB – Marjorie Birch

PS – Paul Salveson

RW – Richard Watts

SC – Simon Clarke

SR – Shahiesta Raja

Appendix I – ELCRP Terms of Reference

EAST LANCASHIRE COMMUNITY RAIL PARTNERSHIP TERMS OF REFERENCE AND CODE OF CONDUCT

1. Aims

- 1.1 To develop the Preston to Colne line as a showpiece regional railway with 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 focussing on social enterprise and sustainable development along a rail corridor.
- 1.3 To develop links with adjacent Community Rail Partnerships especially the Clitheroe Line Community Rail Partnership.
- 1.4 To work closely with Community Rail Lancashire.

2. Objectives

2.1 Improved Rail Services and Facilities

- 2.1.1 Improved station facilities.
 - 2.1.2 Improved information for users and visitors.
 - 2.1.3 Improved train connections at Blackburn, Preston and Manchester.
 - 2.1.4 Improved bus links.
 - 2.1.5 Better park and ride facilities.
 - 2.1.6 Improved quality of rolling stock.
 - 2.1.7 Improved service frequencies.
 - 2.1.8 Improved journey times
 - 2.1.9 Examination of direct links to Manchester Piccadilly and Manchester Airport.
 - 2.1.10 New station facilities where appropriate.
 - 2.1.11 Develop stations as gateways to the local community.
 - 2.1.12 To work closely with Community Rail Lancashire to implement its 'Four Year Strategic education Plan'.
 - 2.1.13 To work closely with Community Rail Lancashire to agree the key objectives for the CRDOs.
 - 2.1.14 Improve walking routes between stations and their hinterland.
- 2.2 Before projects are progressed they will need to be assessed through the development of an appropriate Business Case or Market Assessment and where funds are likely to be available for implementation.

2.3 Sustainable Development

- 2.3.1 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:
- 2.3.2 Links with the housing market renewal.
- 2.3.3 Links with environmental projects.
- 2.3.4 Encouraging community enterprise along the line.
- 2.3.5 Develop links with tourism initiatives.

2.4 Community Involvement

- 2.4.1 To encourage community participation, particularly at stations.
- 2.4.2 To support and encourage the work of line user groups.
- 2.4.3 To establish 'station friends wherever possible.
- 2.4.4 To encourage community art initiatives at stations and on the train.
- 2.4.5 To engage with local schools, colleges and universities.
- 2.4.6 To become a member of relevant local LCEPs (Local Cultural Education Partnerships).
- 2.4.7 To encourage local railway staff involvement in the CRP.
- 2.4.8 To involve local and regional organisations in informing the work of the partnership through the development of a stakeholder reference group (this will be undertaken jointly with the Clitheroe Line CRP).

2.5 Landscape and Heritage

- 2.5.1 To develop the railway as a means of accessing the natural landscape, country parks and other recreational facilities.
- 2.5.2 To maintain and improve the railway heritage on the line and strengthen links with other heritage attractions and the natural landscape.

2.6 Line Identity

- 2.6.1 Develop a strong identity (name, logo etc) either for the Preston to Colne or for the East Lancashire rail network that is featured on publicity, at stations and on trains.

2.7 Communication

- 2.7.1 To work closely with Community Rail Lancashire on the development of the website covering all the Lancashire CRPs, (www.communityraillancashire.co.uk, DalesRail, www.dalesrail.com and the Todmorden Curve service, www.communityraillancashire/lines/todmorden-curve).
- 2.7.2 To work closely with Community Rail Lancashire to develop social media links using Twitter, Facebook, Instagram etc.
- 2.7.3 To work with Community Rail Lancashire to produce the stakeholder newsletter 'Reading Between The Lines' and the Annual Report.

3. Partnership Area

- 3.1 The partnership will cover the East Lancashire railway line between Preston and Colne. The communities of Preston, Blackburn, Accrington, Burnley, Nelson and Colne form the core area.
- 3.2 The partnership will also take in Burnley Manchester Road on the Lancashire to Yorkshire service.
- 3.3 The East Lancashire Community Rail Partnership will work closely with the Clitheroe Line Development Group and other Community Rail Partnerships that may from time to time be formed.

4. Management of the Community Rail Partnership

4.1 Management Group

4.1.1 This group will be composed of the following people to be nominated by the named body:

- 1 representative from Lancashire County Council
- 1 representative from Community Rail Lancashire
- 1 representative from Blackburn with Darwen Borough Council
- 2 representatives from Northern (of which one will be the Regional Communities and Sustainability Manager)
- 1 representative from Network Rail
- 1 representative from Pendle Borough Council
- 1 representative from the Friends of Pendle Stations
- Other representatives may be invited to join the group

4.1.2 The Community Rail Development Officer and / or Community Rail Education Development Officer will form ex officio members of the group.

4.1.3 A representative from the Community Rail Network may attend as an ex officio member of the group.

4.1.4 Remit

- To set and guide the strategic framework for the development of the Preston to Colne 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.
- To agree an annual Marketing Plan (in conjunction with the Clitheroe Line CRP).
- Handle all media relations relevant to the line.
- To meet at least every 2 months or more frequently if the volume of business requires. A meeting of the Management Group will be quorate if there are 4 members of the Group present of which 1 must be from Northern Rail.

- 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 in April each year.
- 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 East Lancashire Community Rail Partnership.

5. Code of conduct for the CRP

Adopted at the meeting held on the 18th January 2019.

I/We will always :

- Promote positive relationships to deliver positive outcomes and discussions.
- Champion diversity and inclusion, aiming to ensure that community rail is welcoming, engaging and respectful of everyone.
- Value others by listening and not making assumptions.
- Challenge bullying, harassment, intimidation and report all negative behaviour.
- Never act in a manner that could bring community rail into disrepute.

Appendix 2 - CLCRP Terms of Reference

CLITHEROE LINE COMMUNITY RAIL PARTNERSHIP

TERMS OF REFERENCE

2. Aims

- 2.1 To develop the (Manchester) Bolton to Clitheroe (Hellifield) line as a showpiece inter-urban 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.
- 2.2 To develop the line as a national demonstration project that focuses on the development of Gateway Stations to areas of natural beauty.
- 2.3 To work closely with Community Rail Lancashire.
- 2.4 To develop links with adjacent Community Rail Partnerships especially the East Lancashire Community Rail Partnership and the Bolton Area Community Rail Partnership.
- 2.5 To develop links with local and regional organisations to provide a stakeholder reference group.
- 2.6 To develop innovative fare schemes for the line.
- 2.7 To improve the financial viability of the service to ensure a secure future for the line.

2. Objectives

2.7 To attract more passengers to the service in order to:

- 2.7.1 Improve access to work, education, shops and the countryside.
- 2.7.2 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 Blackburn, Bolton, Salford and Manchester and providing a more sustainable way to access the countryside.
- 2.7.3 To work with Community Rail Lancashire to implement its 'Four Year Strategic Education Plan'.
- 2.7.4 To work closely with Community Rail Lancashire to agree key objectives for the CRDOs.
- 2.7.5 To improve the service in order to justify enhancements to the type of trains used on the line and the frequency of the service especially between Blackburn and Manchester.

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 Blackburn, Bolton and Manchester.
- 3.1.4 Improved bus links to/from the key interchanges at Clitheroe Interchange, Blackburn, Bolton and Manchester Victoria.
- 3.1.5 Improved park and ride facilities.
- 3.1.6 Improved quality of rolling stock.
- 3.1.7 Improved service frequencies.
- 3.1.8 Improved journey times
- 3.1.9 New station facilities where appropriate.
- 3.1.10 Develop stations as gateways to the local community.
- 3.1.11 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 become a member of relevant LCEPs (Local Cultural Education Partnerships).
- 3.4.7 To engage with local schools, colleges and universities.
- 3.4.8 To encourage local railway staff involvement in the CRP.
- 3.4.9 To involve local and regional organisations in informing the work of the partnership through the development of a stakeholder reference group (this will be undertaken jointly with the East Lancashire CRP).

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 work with Community Rail Lancashire on the development of the website covering all the Lancashire CRPs (www.communityraillancashire.co.uk) and DalesRail (www.dalesrail.com).
- 3.6.2 To work with Community Rail Lancashire to develop social media links such as Twitter, Facebook and Instagram.
- 3.6.3 To work contribute to Community Rail Lancashire's stakeholder newsletter 'Reading Between The Lines' and its Annual Report.

4. Partnership Area

- 4.1 The partnership will cover the railway line between Bolton and Clitheroe and the rail service between Manchester and Clitheroe along with the DalesRail service between (Blackpool) Blackburn and Hellifield (Carlisle). The communities of Bolton, Darwen, Blackburn, Whalley and Clitheroe will form the core area.
- 4.2 The Clitheroe Line Community Rail Partnership will work closely with the East Lancashire Community Rail Partnership and other Community Rail Partnerships.

5. Management of the Community Rail Partnership

5.1 Management Group

- 5.1.1 This group will be composed of the following people to be nominated by the named body:
 - 1 representative from Lancashire County Council
 - 1 representative from Community Rail Lancashire
 - 1 representative from Blackburn with Darwen Borough Council
 - 1 representative from Transport for Greater Manchester.
 - 2 representatives from Northern (of which one will be the Regional Communities and Sustainability Manager)
 - 1 representative from Network Rail
 - 1 representative from Ribble Valley Rail
 - 1 representative from Ribble Valley Borough Council

- I Representative from the Bolton & South Lancashire CRP
- Other representatives may be invited to join the group

5.1.2 The Community Rail Development Officer and / or Community Rail Education Development Officer will form ex officio members of the group

5.1.3 A representative from Community Rail Network may attend as an ex officio member of the group.

5.2 Remit

- To set and guide the strategic framework for the development of the (Manchester) Bolton to Clitheroe (Hellifield) 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.
- To agree an annual Marketing Plan (in conjunction with the East Lancashire CRP).
- Handle all media relations relevant to the line.
- To meet at least every 2 months or more frequently if the volume of business requires. A meeting of the Management Group will be quorate if there are 2 members of the Group present of which 1 must be from Northern Rail.
- 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 in April each year.
- 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 Clitheroe Line Community Rail Partnership.

6. Code of conduct for the CRP

Adopted at the meeting held on the 18th January 2019.

I/We will always :

- Promote positive relationships to deliver positive outcomes and discussions.
- Champion diversity and inclusion, aiming to ensure that community rail is welcoming, engaging and respectful of everyone.
- Value others by listening and not making assumptions.

- Challenge bullying, harassment, intimidation and report all negative behaviour.
- Never act in a manner that could bring community rail into disrepute.

Appendix 3: Service level commitment between CRL and Northern

Arriva Rail North (Northern) and Community Rail Lancashire Ltd (incorporating the East Lancashire Line, West of Lancashire, Clitheroe and South Fylde Community Rail Partnerships)

Service Level Commitment

To demonstrate our commitment and to provide a benchmark against which our performance can be judged, we offered in our franchise bid to produce a service level commitment (SLC) for our relationship with all CRPs with whom we work. This SLC will measure on an annual basis our ability to meet our obligations with regards to your CRP.

It also sets out clearly what we will be looking to the CRP to deliver, in broad terms. The specifics will continue to be set out in the annual community rail development plan (CRDP) that each CRP produces.

I. Arriva Rail North (Northern) will:

- I.1 Provide core funding to the Community Rail Partnership (CRP) as detailed in the Community Rail Report before April 30th in each franchise year;
- I.2 Become a member of the CRP;
- I.3 Recognise the value of the financial backing and in-kind support for CRP's received from all their partners including local authorities and other statutory bodies. Northern, through Rail North and through CRP's will work with all stakeholders to identify local needs and take them into account in developing our plans;
- I.4 Respond to all enquiries by the CRP within three weekdays and have an escalation process through the Communities and Sustainability Director if the enquiry is not resolved;
- I.5 Plan and agree delivery dates and key milestones with the CRP in relation to projects to be undertaken by Northern on behalf of and/or in conjunction with the CRP ("Shared Projects") and compensate the CRP by paying them an amount equal to 1% of the total cost of the Shared Project for each week the applicable delivery date or key milestone is delayed by Northern. For the avoidance of doubt Shared Projects include both capital and revenue funding;
- I.6 Develop such other partnerships as may be necessary for the effective delivery of projects;
- I.7 Across all CRPs, provide equivalent of 50% of a timetabling expert's time to support CRP proposals supporting timetable developments on Community Rail Routes, including journey time improvements, adjusting timetables to meet local demand and developing any policies

in relation to Connections. Other specialist support will be provided in agreement with the appropriate Regional Community & Sustainability Manager (RCSM);

- 1.8 Provide access to the resource in the Northern marketing team dedicated to supporting community rail activity and work with CRP's to help them deliver effective local marketing and communication;
- 1.9 Implement the Arriva Group Sustainable Procurement Strategy, to maximise retention of spend in the North. We will work with local suppliers to encourage them to tender for contracts, and we will seek to purchase from and hire local suppliers, especially in relation to station improvements;
- 1.10 Share passenger volume data for all journeys starting and ending on CRP lines by broad ticket category and origin/destination groups;
- 1.11 Work with the CRP to review the data available from Rail North to ensure it meets the CRP's needs for disaggregated data.
- 1.12 Ensure the Communities and Sustainability Director attends at least one meeting with each Community Rail Partnership and ACoRP each year;
- 1.13 Attend at least 80% of planned CRP meetings to a maximum of 10 meetings in any one calendar year provided the dates, times and locations have been agreed at the start of the year. The RCSM will normally be Northern's representative at CRP meetings but other colleagues may attend where appropriate;
- 1.14 Provide nominated CRP representatives with free travel on Northern trains in connection with attendance at meetings or training courses related to CRPs or community rail routes and in accordance with Northern's policy on the issue of free travel passes. The policy will be made available to CRPs;
- 1.15 Invite CRP representatives (paid officers and chairs) to an annual Community Rail Partnership Conference;
- 1.16 Through The Association of Community Rail Partnerships (ACoRP) or through its own resources, provide training, seminars and conferences for the benefit of the CRP, its paid officers and chair, based on ACoRP's available resource and the identified needs;
- 1.17 Promote the work of CRPs with our stakeholder community, within Arriva UK Rail and within the wider UK rail industry. Northern will use all appropriate channels available and will use material supplied by the CRP where possible;
- 1.18 Review this Service Level Commitment (SLC) annually with the CRP to ensure it is still fit for purpose; and
- 1.19 Seek a review by the Community Rail Executive Group (ComREG) of the Community Rail SLCs every three years and shall comply with any amendments or alterations to commitments made by ComREG which result from that review.

2. The Community Rail Partnership will:

- 2.1 Work jointly with Northern to market/promote local rail services and stations on the Community Rail line, using local knowledge to maintain a high profile in the communities served by the railway;

- 2.2 Produce a Community Rail Development Plan (CRDP) for each year, which includes a summary report and provide quarterly reports on progress in delivering the plan. The Plan will include (inter alia):
- Working with Northern to jointly Identify and quantify new and existing markets relevant to the CRP;
 - Marketing local rail services and stations by means of planned promotions, activities, events, publicity and information provision;
 - Identifying those social and geographic parts of the community where knowledge and understanding of rail services could be improved and how that might be achieved;
 - Developing plans to expand the reach of the CRP geographically and/or into a wider range of community groups including socially disadvantaged groups;
 - Developing plans to support regeneration in the communities served by the line;
 - Developing a projected spend and resource plan;
 - Developing a targeted and dated media plan; and
 - Developing clear metrics in partnership with Northern to measure success.
- 2.3 The CRDP will be the same format as required by the DfT/Rail North. Northern will provide a template to CRPs for any non-designated lines;
- 2.4 Play a full part in the wider Northern and where appropriate national community rail activities;
- 2.5 Work with Northern to support training and education activity on the work of CRPs and the community rail movement to Northern colleagues;
- 2.6 Provide regular updates on its activities that Northern can use to promote the work of the CRP;
- 2.7 Co-operate with Northern's strategy for the development of Station Adoption Groups that will enable the CRP (where relevant) to participate in the co-ordination and facilitation of Station Adoption Groups and the establishment of new groups;
- 2.8 Develop a programme of work with schools and colleges, including awareness of rail safety and promoting use of local rail services including artwork and other projects at stations;
- 2.9 Work with Northern to develop new uses for redundant station buildings including provision of Community Hubs (modular transportable buildings), where applicable, where no suitable building exists;
- 2.10 Work with Northern to identify major planning developments in the area served by the CRP to ensure rail is an integral part of sustainable development;
- 2.11 Work with Northern to support positive arrangements in the event of planned service disruption and where resources allow; support Northern in the event of unplanned service disruption;
- 2.12 Work with Northern to identify ways of improving services and timetables to meet local needs taking into account availability of resources;

- 2.13 Work with local transport providers with a particular focus on appropriate Arriva Group companies (where they operate in the area covered by the CRP) to develop integrated transport ('whole journey') initiatives and to improve connectivity including (where appropriate) rail, light rail, bus, cycling and walking;
- 2.14 Develop innovative public arts and other cultural projects in conjunction with local educational bodies and arts organisations; and
- 2.15 Work with Northern to develop and maintain a clear local identity for the line supporting Northern's brand identity.

Final Version
20 June 2016



Appendix 4

Active station partnerships along the East Lancashire and Clitheroe Lines:

East Lancashire Line

- Colne** – Colne in Bloom (Dorothy Lord – dlord462@btinternet.com).
- Nelson** – Friends of Pendle Stations (Derek Jennings – derek.jennings01@gmail.com).
- Brierfield** - Friends of Pendle Stations (Derek Jennings – derek.jennings01@gmail.com).
- Hapton** – Friends of Hapton Station (Jo Garrigan – jogarrigan58@gmail.com).
- Huncoat** – Hands on Huncoat (Barbara Russell – brussell1952@talktalk.net).
- Accrington** - Broadfield Specialist School for the Accrington Station Community Garden
- Church & Oswaldtwistle** – Church & Oswaldtwistle Rotary Club (Michael Nelson – michaelnelson1805@btinternet.com).
- Rishton** – Rishton Prospects (Colin Cooper – colincooper30@ntlworld.com)
- Blackburn** – Crosshills Specialist School
- Bamber Bridge** – Friends of Bamber Bridge Station (Sue Simpson – ssimpson@southribble.gov.uk)
- Lostock Hall** – Friends of Lostock Hall Station (Jeffrey Harrison – jeffreyharrison123@btinternet.com).

Clitheroe Line

Ribble Valley Rail volunteers act as Friends of Stations for the following locations:

Clitheroe, Whalley, Langho, Ramsgreave & Wilpshire, Darwen & Entwistle (Brian Haworth)

School involvement in 2020:

Accrington - Broadfield Specialist School



Blackburn - Blackburn Central High School with Crosshill Specialist School at BCHS



Appendix 5: The Management Committee

The Management Group is made up of the following representatives:

Ribble Valley Rail	Marjorie Birch (Chair)
Blackburn with Darwen BC	Melanie Taylor (Vice Chair)
Community Rail Lancashire	Richard Watts (Secretary)
Lancashire County Council	Andrew Varley
Ribble Valley Borough Council	TBC
TfGM	Mark Angelucci
Pendle Borough Council	Sandra Farnell
Bolton Area CRP	John Byrne
Northern	Rebecca Styles, Regional Community & Sustainability Manager (RCSM - Central)
Northern	Community and Sustainability Director (Carolyn Watson)
Network Rail	Dan Coles & Devon Wall
Community Rail Network	Ian Davis
Friends of Pendle Stations	Derek Jennings
Ribble Valley Rail	Peter Eastham

Ex Officio members of the Management Group:

Simon Clarke	Community Rail Development Officer
Caroline Holden	Community Rail Development Officer
Shahiesta Raja	Community Rail Education Development Officer
Dax Byrne Turner	British Transport Police
Cheryl Sandford	CEL (Connecting East Lancashire – Blackburn)
Martin Keating	Community & Sustainability Manager (West) (cc'd in as covers Preston to Mill Hill)

Appendix 7: Financial Update

Income

Grant income is actual and may not be the same as bid for.
This table will be updated as projects are completed and grants claimed.

Financial year	2020/21	2021/22
Core funding		
Northern East Lancashire CRP	28,362	est28,000
Northern Clitheroe Line CRP	28,362	est28,000
Avanti West Coast (a)	4,500	est4,500
Ribble Valley BC	tbc	tbc
Sub total	61,224	60,500
Grants received for special projects		
Sub total		
GRAND TOTAL		

Notes:

- a. The grant from Avanti covers 3 CRPs and has been adjusted to reflect this. The amount is subject to confirmation by Avanti West Coast and is uplifted annually in line with RPI.

APPENDIX 8: PASSENGER FOOTFALL DATA

Clitheroe to Manchester

Station	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Clitheroe	240,112	284,362	271,350	263,656		
Whalley	71,782	83,182	78,720	76,684		
Langho	35,734	43,996	37,526	37,850		
Ramsgreave & Wilpshire	96,832	113,542	96,980	94,584		
Blackburn	1,159,802	1,277,930	1,258,190	1,200,186		
Darwen	235,122	322,972	289,574	268,350		
Entwistle	10,596	16,662	12,852	10,890		
Bromley Cross	291,754	360,602	311,434	328,540		
Hall I' th' Wood	116,428	157,280	142,832	177,182		
Bolton	2,886,316	3,240,136	2,950,294	3,074,022		

Preston to Colne/Burnley Manchester Rd

Station	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Bamber Bridge	86,178	89,676	88,720	68,764		
Lostock Hall	41,510	39,788	44,550	31,138		
Pleasington	9,630	9,570	9,362	6,974		
Cherry Tree	40,490	40,136	38,012	29,634		
Mill Hill	71,840	73,470	69,456	56,492		
Blackburn	1,159,802	1,277,930	1,258,190	1,200,186		
Rishton	50,796	52,226	51,014	40,458		
Church & Oswaldtwistle	40,426	39,486	39,064	28,738		
Accrington	433,618	460,472	459,414	422,806		
Huncoat	22,870	25,008	22,380	18,878		
Hapton	15,054	16,344	16,554	14,274		
Rose Grove	57,258	71,916	80,874	61,064		
Burnley Barracks	24,572	20,080	22,130	18,028		
Burnley Central	128,614	125,778	120,326	91,204		
Brierfield	31,504	33,350	31,350	25,504		
Nelson	129,762	132,970	123,230	97,446		
Colne	96,946	95,598	92,132	66,000		
Burnley Manchester Rd	393,304	433,398	451,266	422,116		

Source ORR

Version updated 13th April 2020

APPENDIX 9 MARKETING & PROMOTIONAL PLAN

Project	Activity	Timescale	Outputs	Notes
1. DalesRail	Lead CRL with CLCRP & ELCRP			
	Produce brochures	By April 2020	3,000 produced and distributed	Suspended due to Covid19 pandemic
	Produce posters	By April 2020	30 produced and displayed	Suspended due to Covid19 pandemic
	Update fares	By April 2020		
	Update website Dalesrail.com	On-going	Weekly updates throughout season	
	Launch service	17th May, 2020		Suspended due to Covid19 pandemic
	Weekly web and social media updates	Through season		
	Monitor passengers on train	Throughout season		
	Monitor passengers taking part in guided and non guided walks	Throughout season	X people joining a guided walks X people on a self guide walk	
	Promotional film	By August 2020	1 film uploaded to YouTube	NODROG commissioned.
NEW FOR 2020: Extending the reach of DalesRail	Support 2 connecting bus services	Tendered by April 2020 Launched May 2020	Usage: Ribblehead – Richmond Settle - Malham	Suspended due to Covid19 pandemic
2. Todmorden Curve and Clitheroe Line Services				
2.1 Concertina timetables and posters	Lead CRL with East Lancashire CRP			
Todmorden Curve	Design and print	By April and	XX TTs printed and distributed.	May TT suspended due to Covid19

Project	Activity	Timescale	Outputs	Notes
	concertina TT for the May and December 2020 timetables.	November 2020		pandemic
	Design and print posters for May and Dec 2020 timetable changes		XX posters printed and displayed	May TT suspended due to Covid19 pandemic
Clitheroe Line	Design and print concertina TT for the May and Dec 2020 timetable changes.	By April and November 2020	XX TTs printed	Locally distributed by members of RVR, CRP and Friends groups
3: Amazing Women by Rail				
	Continue to distribute booklets	On-going		
4: Web development				
	Refresh Todmorden Curve service web page on CRL website	On-going		News items placed on www.communityraillancashire/lines/todmorden-curve/
	Refresh CRL, CLCRP and DalesRail websites	On-going		
5. Colne Rhythm & Blues Festival				
		Design, print and display promotional posters	XX posters printed and displayed.	
		Run Music Train on 23rd August		
6. Beer Festivals				
		Design, print and	XX posters for the Clitheroe Beer	

Project	Activity	Timescale	Outputs	Notes
		display promotional posters	Festival XX posters for the Pendle Beer Festival	
7. CRL Annual Report	Lead CRL with input from EL & CI CRPs			
		2019 report produced by March 2020		Input from CRP Chairs and CRL Team. Annual report completed circulated April 2020
8. Northern Community Rail Annual Report	Lead Northern with input from EL & CL CRPs and CRL			
		By February 2020 report to Northern		Input from CRP Chairs and CRL Team
		By April report published by Northern		



Des res: some of the completed Bug Hotels at Bamber Bridge, April, 2019