

**Note of Cycle Rail Task Force Meeting  
held on 14<sup>th</sup> May 2010 at ATOC**

**Present:**

Alexandra Goodship	TfL
Alex Veitch	ATOC/ CRIT Secretariat
Philip Darnton	Cycling England (Chair)
Sharon Goodsell	DfT
Simon Chapman	Network Rail
Isobel Stoddart	Cycling England
Mark Langdon	Network Rail
Adrian Lord	Arup – Cycling England Technical Support

**Apologies**

Anthony Smith	Passenger Focus
Lilli Matson	TfL
David Mapp	ATOC

**Actions arising from meeting on 14.05.10**

1.	ML / SC to discuss integration of cycle parking facilities into station developments with colleagues from NR Major Projects.
2.	Network Rail to present their “Star Rating” concept at next CRIT meeting for discussion.
3.	AV to coordinate meeting between Cycling England and Abellio to discuss BIKE N RIDE promotion.
4.	IS to liaise with Merseyrail on their BIKE N RIDE marketing strategy and discuss it at the next CRIT meeting.
5.	IS to clarify details on how BIKE N RIDE funding would be used in the Brompton cycle hire scheme
6.	AV to update CRIT on progress with “PLUSBIKE” ticket
7.	SG to speak to TRANSEC about the Stoke Cycle Hub proposal
8.	IS to update CRIT on progress at Manchester Piccadilly and Stoke at next meeting.
9.	Network Rail to update CRIT on the £1m cycle parking programme at the next meeting
10.	AV and AG to liaise on London Skyride participants, and gathering future data

14.05.01	<p><b>Notes and actions of last meeting (26<sup>th</sup> March 2010)</b></p> <p>The group agreed the minutes as a true record of the meeting.</p> <p>All actions were completed, apart from the action to circulate the paper on Hubs for email approval by the CRIT. This paper was instead taken at the meeting.</p> <p>The action on TfL and ATOC to liaise on Skyride was not completed.</p>
14.05.02	<p><b>Network Rail - Cycle Hub Programme</b></p> <p><i>Selection of "substitute" stations</i></p> <p>AL presented the paper he had produced in conjunction with Network Rail.</p> <p>SC reminded the group that the objective from the NR point of view is to have an agreed list of "substitute" Hub stations should any of the existing stations come off the list, or should additional funds become available. The substitute stations should have sound reasons for being selected, and be supported by the CRIT, since there will be significant public and stakeholder interest in the selection.</p> <p>SC further clarified that there are no pressing time constraints for the Cycle Hubs project, as this is being funded by Network Rail via the Regulatory Asset Base rather than through a DfT grant.</p> <p>PD suggested that the list of potential Hubs be amended to take account of stations which had already developed plans and had funding contributions arranged.</p> <p>SC noted that there is a need to look at which of the stations on the list had major schemes planned, which can be obtained from the NR Major Projects office.</p> <p><b>ACTION: ML / SC to discuss integration of cycle parking facilities into station developments with colleagues from NR Major Projects.</b></p> <p>SC proposed that given Southern have a franchise commitment to deliver major cycle improvements at Brighton, this station should not be on the list. PD and other CRIT members agreed to this suggestion.</p> <p>AL proposed that given there are advanced plans for commercial redevelopment at Cambridge station, which would include a major new cycle parking facility, this should also be removed from the list. PD and other CRIT members agreed to this suggestion.</p> <p>AG asked why the list of proposed stations did not include London. SG responded that there are already 3 London terminus stations on the list. Further, stations in Greater London were excluded because the "Hub" concept only applies to stations that are both origins and destinations, since they encompass cycle hire as well as parking and maintenance.</p> <p>Therefore stations in Greater London which are mostly origin points for commuters into Central London are not candidates for hubs; however they are important places for cycle parking improvements. CRIT members were content with this justification.</p>

	<p>PD – From the “long list” of recommendations in the paper, Woking would be worthy of support given that there are clear plans for delivery and funding contributions are available. In addition, Milton Keynes seems a logical choice given there is space available and there has been considerable investment in cycle parking already.</p> <p>IS noted that there are a number of complementary activities taking place in Nottingham that would make the city a strong candidate for a cycle Hub</p> <p>Taking all these comments (and issues raised in the analysis paper) into account, AL proposed the following stations to become the four “substitutes” for the Cycle Hub programme:</p> <ul style="list-style-type: none"> <li>- Nottingham</li> <li>- Woking</li> <li>- Milton Keynes</li> <li>- Guildford</li> </ul> <p><b>DECISION: Nottingham, Woking, Milton Keynes and Guildford were approved by the CRIT as replacement Cycle Hubs</b></p> <p><i>Developing the “Star Rating” for Hubs, and Cycle Parking strategy</i></p> <p>ML noted that the Hub concept being developed by Network Rail is about a spectrum of provision, from simple cycle parking at one extreme to a “3-star Hub” like Leeds Cycle Point at the other end. This concept is still being developed.</p> <p>PD raised a concern about over-provision – i.e. providing a “3-star” Hub at a station with insufficient usage risks becoming a “white elephant”.</p> <p>ML responded that there is an opportunity to look at the entire network in this way and so develop a more strategic approach to cycle parking. Using a spectrum of provision helps ensure that an appropriate level of cycle parking is provided to meet existing and untapped demand; rather than building a flagship “3-star hub” in a location that does not have the cycle traffic to support it.</p> <p>To clarify, ML noted that as a concept the 1, 2 and 3-star Hubs would have the following provision:</p> <p>1-star: Cycle parking, hire, maintenance, sales, “reception”/registration area – but all in different locations</p> <p>2-star: Facilities as for 1-star, but facilities within the boundary of the stations</p> <p>3-star: Leeds-type facility with all the facilities within one integrated unit.</p> <p>SC cited Waterloo as example of the “2- star” approach. Progress at Waterloo is as follows:</p> <ul style="list-style-type: none"> <li>- Additional cycle parking will be there in a few weeks</li> <li>- Approach to cycle hire agreed with TfL</li> </ul>
--	---

	<ul style="list-style-type: none"> <li>- Need to develop approach to cycle maintenance</li> <li>- These facilities will be available at the station, but not in the same place – i.e. it will be a Hub but not in the Leeds Cyclepoint mould.</li> <li>- This concept of a station with Cycle Hub facilities found in different areas of the station is one that will probably be applied to other stations in the rail network.</li> </ul> <p>AV commented that ATOC would be keen for the CRIT to discuss Network Rail's "Star Rating" approach and more generally on a strategic approach to cycle parking provision.</p> <p><b>ACTION: Network Rail to present their "Star Rating" concept at next CRIT meeting for discussion.</b></p> <p>ML also noted that a key consideration is the linkage between the station and the surrounding area. If the Hub is successful, then it could unlock latent demand, which could further add to demand for cycle parking.</p> <p>Similarly, if the Hub works as intended then it could boost overall levels of cycling in the town, which needs to be considered by the Local Authority when planning cycle provision. These issues need to be considered in developing the future strategy for Cycle Hubs and cycle parking in general.</p>
14.05.03	<p><b>Cycling England – BIKE N RIDE update</b></p> <p>IS presented an update on the BIKE N RIDE programme, for which she provides overall project management.</p> <p><i>Northern Rail</i></p> <p>Northern Rail are delivering very well on the infrastructure side of their project. However IS considers that they need to reinvigorate their marketing strategy to complement the infrastructure improvements. IS has met with the Northern Rail marketing team and is due to meet them again.</p> <p>AV suggested making contact with Abellio, to discuss how to promote the BIKE N RIDE project in conjunction with the Leeds Cycle Point. This is because the Northern bid emphasised that their station cycle improvements are targeted at stations that feed into Leeds, to create an integrated cycle-rail network. In addition Abellio are also part-owners of Merseyrail, so have an interest in promoting that project too.</p> <p><b>ACTION: AV to coordinate meeting between Cycling England and Abellio to discuss BIKE N RIDE promotion.</b></p> <p><i>Merseyrail</i></p> <p>IS noted that Merseyrail are delivering very well on their infrastructure improvements. In terms of marketing, they are adopting a "softly" approach which aims to gradually build up interest.</p> <p>CRIT members expressed some concern over the marketing approach and asked IS to</p>

	<p>assure herself that she was happy with this marketing strategy.</p> <p><b>ACTION: IS to liaise with Merseyrail on their BIKE N RIDE marketing strategy and discuss it at the next CRIT meeting.</b></p> <p><i>South West Trains (SWT)</i></p> <p>IS reported that SWT are making excellent progress with their project. Of particular note is the proposed expansion of the Brompton cycle hire scheme and the development of a new leisure-focussed cycle hire scheme at Richmond.</p> <p>CRIT members raised some questions on how the Brompton scheme will work – e.g. if a bike is reserved for one season-ticket holder who is not travelling for whatever reason, how will the bike be made available?</p> <p>In addition there were questions about progress with SWT's proposed "PLUSBIKE" integrated rail-cycle hire ticket. AV responded that ATOC is helping SWT develop the PLUSBIKE idea, but not much progress has been made. AV agreed to report back to CRIT at next meeting.</p> <p><b>ACTION:</b></p> <p><b>IS to clarify details on how BIKE N RIDE funding would be used in the Brompton cycle hire scheme</b></p> <p><b>AV to update CRIT on progress with "PLUSBIKE" ticket</b></p> <p><i>Virgin Trains</i></p> <p>IS explained that the proposals for a Cycle Hub at Stoke station have run into difficulties with English Heritage and TRANSEC, and Virgin have asked whether CRIT could help make the case for the Hub to both organisations.</p> <p>The proposals for cycle hire at Manchester have been amended, and Virgin are now looking at a folding bike hire scheme similar to the SWT scheme at Waterloo. CRIT members noted that it would be wise to allow various folding bike manufacturers the opportunity to bid for the scheme to ensure fairness.</p> <p><b>ACTIONS:</b></p> <p><b>SG to speak to TRANSEC about the Stoke Cycle Hub proposal</b></p> <p><b>IS to update CRIT on progress at Manchester Piccadilly and Stoke at next meeting.</b></p> <p><i>Evaluation Study</i></p> <p>ATOC is managing a research agency (MVA Consulting) to evaluate the BIKE N RIDE scheme. IS reported that the baseline assessment has been completed, and that the full evaluation will be completed mid-2011.</p>
--	--

<p><b>14.05.04</b></p>	<p><b>AOB</b></p> <p>PD asked whether there would be value in discussing the various cycling issues with the TOCs at a senior level, such as the ATOC Commercial Board. AV responded that ATOC would be happy to arrange this, but that it might be beneficial to work up the Network Rail strategy more fully, and present a proposed strategy for comments.</p> <p>SG requested an update on the Network Rail Cycle Parking programme at the next meeting</p> <p>AV raised the issue of London Skyride, and asked TfL for any further data on origin of participants who are taking the train. AG responded that she will double-check whether any other data exist, and if not will talk to colleagues about collecting data to assist with planning for the 2011 London Skyride event.</p> <p>AV also noted that he is in contact with a marketing agency, RPM, who have been asked to develop promotion strategies for Skyride events outside London.</p> <p>AG noted that they are in discussion with colleagues at London Rail around rail franchise provision for cycling. AV has circulated the SDG demand analysis work for their consideration.</p> <p><b>ACTION:</b></p> <p><b>Network Rail to update CRIT on the £1m cycle parking programme at the next meeting</b></p> <p><b>AV and AG to liaise on London Skyride participants, and gathering future data.</b></p>
	<p><b>ARRANGEMENTS FOR NEXT MEETING</b></p> <p><b>Next Scheduled Meeting: Tuesday 14<sup>th</sup> September at ATOC</b></p> <p><b>ATOC will arrange another meeting towards the end of June, potentially in Leeds to coincide with the launch of Cycle Point, which many CRIT members will be attending. ATOC will be in touch about this additional meeting separately.</b></p>