

<p align="center"><b>Note of Cycle Rail Task Force Meeting held on 10<sup>th</sup> December 2010 at ATOC</b></p>
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**Present:**

David Mapp	ATOC
Alex Veitch	ATOC / CRIT Secretariat
Isobel Stoddart	Cycling England
Philip Darnton	Cycling England (Chair)
Sharon Goodsell	DfT
Bob Richards	DfT
Mark Langdon	Network Rail
Anthony Smith	Passenger Focus
Alexandra Goodship	TfL
Hannah White	TfL

**Apologies**

Simon Chapman	Network Rail
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<b>Actions arising from meeting on 10.12.10</b>	
1.	AV to arrange three more Cycle Rail meetings over the next six months and draft revised Terms and Conditions for the group.
2.	Group members to email suggestions with what to call the group (e.g. "Cycle Rail Liaison Group", "Cycle Rail Partnership" and so on).
3.	SG to look into a meeting with Ministers towards the end of February.
4.	IS and ML to liaise about heritage building issues.
5.	ML to find out the latest position on the £10m cycling fund
6.	CRIT members to email comments on PLUSBIKE paper to AV before the 24 <sup>th</sup> December.

14.09.01	<p><b>Notes and of last meeting (14<sup>th</sup> September 2010)</b></p> <p>The group agreed the minutes as a true record of the meeting, and all actions were completed.</p>
14.09.02	<p><b>Future of the CRIT</b></p> <p>Given that Cycling England will cease to exist from 1 April 2011, the group discussed whether to continue with the CRIT after that time.</p> <p>DM began by noting that the CRIT had played a useful role in three areas: in the coordination of cycle-rail projects; in the development of new initiatives e.g. BIKE N RIDE, and in engagement with cycling community.</p> <p>DM proposed that the group continue, but with a different name, e.g. Cycle Rail Liaison Group. The group would continue to share best practice, sponsor the BIKE AND RIDE project, and potentially work together if funding opportunities arise.</p> <p>Importantly the group would also be a way for a structured engagement between the rail industry and with the cycling community. To that end, CTC would be invited every 6 months, with other cycling organisations invited to attend on an ad-hoc basis. The group would carry on for the next six months or so, then be reviewed in the summer. ATOC would be happy to continue the role of Secretariat and host of meetings, and PD would be invited to continue as Chair.</p> <p>All CRIT members agreed to this proposal and thanked PD for the offer to continue as Chair. Several members suggested that the group should approach Ministers to make them aware that the group is going to continue and update them on initiatives.</p> <p>ATOC agreed to arrange three meetings in the next six months. The next meeting will discuss and agree an updated Terms of Reference for the group (which ATOC will draft), and also agree a new name. SG and BR were asked to start enquiring about the Minister's availability towards the end of February for a briefing meeting.</p> <p><b>ACTIONS:</b></p> <p><b>AV to arrange three more Cycle Rail meetings over the next six months, and draft revised Terms and Conditions for the group.</b></p> <p><b>Group members to email suggestions with what to call the group (e.g. "Cycle Rail Liaison Group", "Cycle Rail Partnership" and so on).</b></p> <p><b>SG to look into a meeting with Ministers towards the end of February.</b></p>
14.09.03	<p><b>BIKE N RIDE Update</b></p> <p>IS presented her paper which summarised on key issues across the four TOC projects. Discussion points were as follows:</p> <p>ML noted (in response to comments about Stoke station) that he has experienced several cases where heritage building status has created problems for station</p>

	<p>development. He offered to talk IS through some of the issues outside the meeting.</p> <p>AG raised the question of who will monitor Brompton Pods, given that they will be installed after the rest of the BIKE N RIDE programme has finished. IS replied that Cycling England are aware of this issue and that solutions are being discussed.</p> <p>IS also noted that there is ongoing discussion about how to continue with BIKE N RIDE monitoring after the end of the Financial Year.</p> <p><b>ACTION:</b></p> <p><b>IS and ML to liaise about heritage building issues.</b></p>
<b>14.09.04</b>	<p><b>Network Rail Update:</b></p> <p>ML made the following points:</p> <p>The policy document on cycle provision previously circulated to CRIT has now been commented on by Transec and will shortly be adopted as part of the suite of Design Guides being drafted by the Stations Division.</p> <p>EoIs have gone out to prospective Cycle Hub operators for Waterloo and Victoria station. AG asked if TfL could be part of the selection process.</p> <p>An internal cycling strategy meeting took place within Network Rail, with another planned for early 2011.</p> <p>ML had recently had a meeting with HS2 to ensure that cycle facilities were on their radar. PD applauded this, commented that their experience of the Cycling Towns showed the importance of having cycle facilities built in at the start rather than retrofitting them later.</p> <p>A discussion followed to try to find out the status of the £10m that was announced for cycle parking and access to stations in 2009. ML offered to chase up with Network Rail colleagues to find out.</p> <p><b>ACTION: ML to find out the latest position on the £10m cycling fund</b></p>
<b>14.09.05</b>	<p><b>PLUSBIKE</b></p> <p>AV briefly presented the circulated paper and invited comments.</p> <p>The group felt customers should be given information on how to call and reserve a bike. This could be done by putting contact information on leaflets for example or printing them on the PLUSBIKE tickets themselves.</p> <p>SG asked how deposits would be collected. AV responded that this would be done by the cycle hire company rather than the station booking office.</p> <p>PD noted that the best suggestion was to keep it simple. AV asked for any further comments to be emailed directly to him before the Christmas break.</p>

	<b>ACTION: CRIT members to email comments on PLUSBIKE paper to AV before the 24<sup>th</sup> December.</b>
<b>14.09.06</b>	<p><b>AOB</b></p> <p><i>Rail Franchising</i></p> <p>There group discussion about the future of rail franchising and the effect this might have on TOC willingness and ability to install cycle parking infrastructure.</p> <p>AG noted a concern that there may be less opportunity for TfL to influence DfT to include specific requirements for cycling parking at Stations in London.</p> <p>PD asked whether the Cycling England sponsored research into the likely demand for cycle parking at stations had been used to good effect in influencing the DfT's thinking in this area.</p> <p>AV responded the detailed work on the c2c franchise had been largely adopted by the DfT in their earlier franchise consultation document released before the election. However the Coalition Government has been reviewing the rail franchising policy and it was unclear whether the same approach to cycle provision would be taken.</p> <p>DM commented that the DfT intends to let longer term franchises for the most part and that these were going to be less tightly specified while still resulting in positive outcomes for cycling. For example, franchises would be unlikely to contain a requirement for a very specific number of new cycle spaces at stations. However, train companies would still be expected to improve cycling facilities for passengers and would include plans for this in their bids.</p> <p><i>ATOC – Change of personnel</i></p> <p>AV noted that he will be leaving ATOC just after Christmas to take up a two-year secondment in Paris, working for the International Union of Railways. The Chair thanked Alex for his contribution to the CRIT and wished him well.</p> <p>DM confirmed that AV's replacement will continue to support the CRIT and cycle-rail activities in general.</p>
	<b>DATE OF NEXT MEETING: TBC</b>