

Subject:
Review of Trust Officer Position East
Lancashire Railway Trust.

Status: For Publication

Report to: The Cabinet

Date: 4th July 2007

Report of: Head of Community and Partnerships

Portfolio

Holder: Health and Wellbeing

Key Decision: No

Forward Plan

General Exception

Special Urgency

1. PURPOSE OF REPORT

- 1.1 To inform members about the work programme of the Trust Officer to date and to seek approval for the continuation of the Rossendale contribution to this post for the forthcoming three years.

2. CORPORATE PRIORITIES

- 2.1 The East Lancashire Railway transports over 50,000 visitors to Rossendale each year and as such contributes significantly to the priority of Promoting Rossendale.

3. RISK ASSESSMENT IMPLICATIONS

- 3.1 Failure to continue with the contribution could lead to a decrease in railway activity and therefore a decrease in visitor numbers.

4. BACKGROUND AND OPTIONS

- 4.1 In July 2006 Cabinet received a report from the Eat Lancashire Railway Company requesting that it contributes an equity share in the cost of employing a part time officer of the Trust. This equates to £1,500 per annum plus inflationary employment costs. Cabinet approved the funding subject to a review of the work of the officer to be brought forward to this meeting.
- 4.2 The attached appendices provide information on the work of the Trust officer over the past year and the proposed work in the forthcoming twelve months.

5. COMMENTS OF THE HEAD OF FINANCIAL SERVICES

- 5.1 £1500 per annum is included in the Community and Partnerships Base budget each year.

6. COMMENTS OF THE HEAD OF LEGAL AND DEMOCRATIC SERVICES

- 6.1 There are no legal implications arising from this Report.

7. COMMENTS OF THE HEAD OF HUMAN RESOURCES

- 7.1 There are no human resource implications of this report however, the funding should be approved subject to an agreement regarding redundancy costs in the future.

8. CONCLUSION

- 8.1 The trust officer has provided a much valued support for the trust to continue to grow and this work would be required to be picked up by officers of the three local authorities should funding cease.

9. RECOMMENDATIONS

- 9.1 The Cabinet are recommended to approve the funding for three years.

10. CONSULTATION CARRIED OUT

- 10.1 Bury MBC.
Rochdale MBC.

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Background Papers	
Document	Place of Inspection
Cabinet papers July 2006	

ELR TRUST CONSULTANCY JULY 2006/ JUNE 07

HOWARD AITKIN - TIMESHEET ANALYSIS

	ACTUAL (HRS)	CONTRACT (HRS)
2006		
JULY	50.5	50
AUGUST	50.5	50
SEPTEMBER	54.5	50
OCTOBER	65.5	50
NOVEMBER	62	50
DECEMBER	41	50
2007		
JANUARY	111.5	50
FEBRUARY	34	50
MARCH	65.5	50
APRIL	62.5	50
	SUB TOTAL	500
MAY		
JUNE		

EAST LANCASHIRE RAILWAY TRUST

EAST LANCASHIRE RAILWAY TRUST : CONSULTANCY SUPPORT END OF YEAR REPORT JULY 06/JUNE 07 : BY HOWARD AITKIN

INTRODUCTION

This end of year report briefly outlines the range of consultancy support that Howard Aitkin has carried out under the two main terms of his contract viz.

1. Support Services directly to the ELR Trust in terms of its Board of Management meetings, its Officer Co-ordinating Group and Sub Groups.
2. Advice and Support in taking forward ELLR Company/Bury MBC Partnership work.

SERVICING THE ELR TRUST AND THE ELR TRUST CO-ORDINATING GROUP

Preparation of 3 ELR Trust Pre-Agenda's. Attendance at 3 ELR Trust meetings and writing/commenting on ELR Trust reports. Checking of the draft ELR Trust minutes.

Preparation and distribution of 5 ELR Trust Officers' Co-ordinating Group Agendas, attendance at meetings and writing and distribution of minutes

- 4 July - Meeting with ELR Trust Officers to agree ELR Trust consultancy arrangements.
- 22 Nov - Attendance at ELR Trust Members' Briefing prior to Lower Ashenbottom Settlement meeting with Counsel and United Utilities.

SERVICING OF ELR TRUST PROJECT GROUPS

Preparation of Agendas, attendance at meetings/pre meetings and writing/ distribution of Minutes of the 3 sub groups (below)

1. **BUCKLEY WELLS TRANSPORT AND WORKS ACT ORDER (T&WAO) SUB- GROUP**

The Sub- Group was formed to make progress in promoting a new style Department of Transport (DoT), 'Transport and Works Act Order' to cover the main Buckley Wells site which is the operational base for the ELR and key to the railway's future development. Buckley Wells, having been acquired separately after the main ELR purchase, does not have the same legal status

as the remainder of the ELR and an Order is essential to secure the ELR's long term future. Learning from the delay's experienced in achieving a Light Railway Order for the Heywood Link Extension a dedicated ELR Trust Sub Group was formed and has met 7 times. It has made good progress in its first year in drawing up a first draft of a Buckley Wells South Transport and Works Order and a Programme Action Plan leading to a submission of the Order to the DoT.

Meetings

2006 - 7th July, 3rd August, 1st September, 29th September, 3rd November, 19th December,

2007 - 1st March

2. BUCKLEY WELLS AND CASTLECROFT TRANSPORT MUSEUM (BW&CTM) SUB- GROUP

The Sub-Group was formed to take a holistic approach to 3 important elements of the ELR Trust's future development.

- (i) Drawing up a Buckley Wells Masterplan for the whole site.
- (ii) The preparation of an HLF bid for the Castlecroft Transport Museum site and implementation of the project.
- (iii) The further development of Bolton Street Station and its better integration with the other 2 elements. The starting point for this integrated approach was that all 3 sites lie within the Bury But Better Town Centre Strategy and in looking to the future (both in terms of physical development and in seeking grant opportunities) there is much to be gained in developing an overarching strategy for all three sites. The Group has met 8 times and has made good progress both in helping the ELLR Company to secure the Carillion Metrolink Renewals Contract which is now in progress and in rapidly reaching a point where a planning application can be submitted for a Buckley Wells Masterplan planning application.

Meetings

2006 – 21 July, 3rd August, 22nd September, 27th September, 27th October, 24th November, 21st December

2007 - 19th January

3. COMBINED TWAO/ BW&CTM SUB GROUPS

The early progress made by keeping the Transport and Works Act Order and Buckley Wells/Castlecroft meetings separate meant that by March 2007 both meetings could be combined into one to allow the introduction of HLF

Consultancy Programme meetings to drive forward the implementation of the Castlecroft Transport Museum HLF Stage 1 approval. Under the new arrangements, the combined Bury Town ELR Group has met 3 times and the HLF Castlecroft Transport Museum Programme Group has met 3 times. The new arrangements are working well and progress is being maintained.

Meetings

2007 - 29th March, 26th April, 24th May, 21 June.

ATTENDANCE AT SPECIFIC PROJECT MEETINGS

2006

- 19 July - Meeting with Bury Officers re. Castlecroft Transport Museum.
- 2 August - Castlecroft Transport Museum Heritage Lottery Fund (HLF) pre-meeting briefing.
- 3 August - HLF site visit/ meeting (HLF Regional Director and its nominated Castlecroft Transport Museum Project Officer).
- 25 August - Meeting with Bury MBC Officers re. ELR Project Funding
- 9 October - Meeting/ site visit with Shelia McGregor HLF Education Consultant.
- 13 October - Transport Museum: Whole Life Risk Assessment of Project – Meeting with Project Consultants.
- 24 October - Meeting with John Whittle HLF NW Committee Member and Historic Buildings Project Assessor.
- 16 November - Meeting with Bury MBC Officers re. ELR Project Funding.
- 18 December - Meeting and Site Visits with Dave Morris Rochdale MBC Conservation Officer.
- 18 December - Meeting with Bury Officers re. Lower Ashenbottom

2007

- 4 January - Meeting in Warrington with Steve Broomhead NWDA Chief Executive.
- 17 January - Meeting with Rochdale Officers re. Heywood Station and Castleton Station Area (Regeneration and Conservation Area Issues)
- 18 January - Pre-Meeting (Damien Bourke NWDA Programme Manager)
- 20 February - Heywood Township Offices. Presentation to Manchester Museum of Transport Officers (HLF Good Practice Approach)
- 15 March - Meeting 1 - Castlecroft HLF Consultancy Team Programme.
- 20 March - Meeting/Site Visit Damien Bourke and Katherine O'Connor NWDA (ELR Project Assessment)
- 16 April - Meeting with Bury MBC Officers re. Castlecroft Project Description Leaflet and PEC/BIFF Award Grant Applications.

- 16 April - Meeting 2 - HLF Castlecroft Consultancy Team Programme.
- 19 April - Meeting with Bury Officers re. Metrolink Renewals Contract.
- 16 May - Meeting/site visit Damien Bourke and Mike Hollows NWDA (ELR Project Assessment)
- 17 May - Meeting 3 - HLF Castlecroft Consultancy Team Programme.
- 17 May - Meeting/ site visit Alison Southern PEC Secretariat.
- 14 June - Meeting 4 – HLF Castlecroft Consultancy Team Programme

PREPARATION AND INPUT INTO REPORTS.

2006

Lower Ashenbottom Settlement Negotiations – Report to October 2006 ELR Trust
 Rawtenstall Station Clocktower Final Account and Raising of Invoices.
 Preparation of Castlecroft Museum Project Description Leaflet.
 Preparation of ELR Trust Members ‘Induction Pack’ on the responsibilities of ELR Trust Board Membership.
 Response Report to Heritage Lottery Fund Project Officer’s Questions and Answers.
 Input into arranging Letters of Support for HLF Transport Museum bid.
 Planning, Design and Access Statement for Buckley Wells Masterplan Planning Application.
 Response Report to North West Development Agency Questions and Answers.
 Draft Letter to Steven Broomhead Chief Executive NWDA
 Research report on heritage value of Heywood and Castleton Station Areas
 Discussion note on ELR Trust Visioning Workshop

2007

Planning Design and Access Statement for Summerseat Warehouse Planning Application
 Draft Letter to Director of Groundwork Bury re BIFF Award Grant Application
 Draft Letter to PEC Landfill Tax Company.
 Input into ELLR Company Marketing Report to the ELR Trust.
 Part preparation of ELR Trust Commuted Sum Report.
 Preparation of End of Year Consultancy Report

GENERAL ADVICE

2006/07

Planning advice to ELLR Company on Metrolink Carillion Contract. Liaison with Bury and ELLR Company Officers re. Ramsbottom Level Crossing Contract.
 Liaison with A Holland re. Drawing up of leases for ELR Trust/ ELLR Company.
 Liaison with Bury MBC Officers re. Bury Town Centre Townside Development adjacent to ELR.

2006/07

Daily availability by e-mail correspondence and telephone for general advice to ELR Trust and Bury MBC Officers

E-Mail correspondence with Colin Fishwick re. Economic Strategy for Bury and Bury MBC priorities for NWDA grant aid.

E-mail and telephone input into Rossendale Partnership Register

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E-Mail correspondence with Graham Vevers (ELLR Co) and Dave Morris (Rochdale MBC) re. Designation of Conservation Areas at Heywood and Castleton

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E-Mail correspondence with Jill Youlton (Bury MBC Tourism Officer) re Ramsbottom Market issues as they affect the ELR and the revisions to the Marketing Manchester Tourism Action Plan.

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E-Mail correspondence with John Leatherbarrow re. possible NWDA support to investigate potential of Irwell/ Croal Valley as a North West Regional Park

.
E-Mail correspondence with Malcolm Vickers ELLR Company re feasibility of possible Rossendale- Manchester Commuter Service.

Howard Aitkin.
10 May 2007.