



PURBECK COMMUNITY RAIL PARTNERSHIP Constitution



1. Introduction

The Purbeck Community Rail Partnership brings together representatives of: local authorities; train operating companies; infrastructure providers; local businesses; and community groups within Purbeck to improve rail use within southern Dorset through community involvement; attractive station facilities; and good integration with other forms of transport so that those rail services meet the needs of local people, businesses and visitors while providing value for money for passengers and taxpayers, as well as benefitting the environment.

2. Aims and objectives

The aims and objectives of the Purbeck Community Rail Partnership are to:

- 2.1 enable the rail services of southern Dorset to play a more effective part in contributing to the local transport network by relieving congestion especially between Holton Heath and Swanage; and through better integration with other forms of public transport;
- 2.2 raise awareness of, and to promote, the rail services of southern Dorset as a sustainable way to access the coast and the countryside for recreation, leisure and tourism;
- 2.3 involve the community in the work of user groups; station partnerships; arts initiatives and improving links with local schools and colleges;
- 2.4 provide information to further encourage more passengers to use the rail services of southern Dorset for work, education, shopping and tourism;
- 2.5 work with South Western Railway to achieve its objectives for all community rail partnerships in its franchise area, as set out in the Community Rail Partnership Agreement 2017 or any subsequent agreement; and
- 2.6 work with Swanage Railway to achieve the successful integration of a financially sustainable community rail service between Wareham and Swanage that is consistent with the operation of a successful heritage railway.

3. Partnership Area

The Purbeck Community Rail Partnership covers the rail services between Holton Heath and Moreton; and Wareham and Swanage. The communities of Wareham; Wool and Swanage form the core area.

4. Membership

- 4.1 Membership of the Purbeck Community Rail Partnership is open to any local or regional organisation with an interest in furthering the aims and objectives of the Partnership such as local schools and colleges; environmental groups; chambers of commerce and trade; tourism organisations. The Initial Members are shown in the Appendix to this Constitution.
- 4.2 The Partnership is a non-campaigning, non-party political organisation and therefore political parties are not eligible for membership.

5. Management of the Purbeck Community Rail Partnership

5.1 The Steering Group

5.1.1 The strategic direction of the Partnership will be provided by a steering group comprising one representative nominated by each of the following organisations, which have provided substantial resources to the Partnership:

- Dorset Council
- Swanage Town Council
- South Western Railway
- Swanage Railway Company ("Swanage Railway")
- Network Rail Infrastructure Limited ("Network Rail") - non-voting member
- Perenco UK Limited

5.1.2 The Steering Group will have the terms of reference set out in Schedule 1 to this Constitution.

5.1.3 The Steering Group shall meet at least quarterly each year and not less than four times a year. Further meetings may be arranged with the agreement of the Chairman. Not less than 7 days' written notice shall be given of meetings. The notice shall set out the business to be considered.

5.1.4 The Steering Group shall elect the Chairman and Vice-Chairman from among its members at the first meeting of the Steering Group and annually after that. Meetings will be chaired by the Chairman, or in his/her absence, the Vice-Chairman if present. In the absence of the Vice-Chairman, the meeting shall be chaired by one of the other members of the Steering Group who is present and elected to chair that meeting.

5.1.5 The Steering Group will seek to reach its decisions by consensus, but in the event of a vote being taken each representative present at a meeting of the Steering Group shall have one vote. In the event of an equality of votes, the chairman shall not have a casting vote and the proposal will be deemed to have been not agreed.

5.1.6 The quorum for meetings of the Steering Group shall be three voting members.

5.1.7 The Purbeck Community Rail Development Officer, and a representative from the Association of Community Rail Partnerships and from Network Rail shall be non-voting members of the Steering Group.

5.1.8 The Steering Group may invite officers from the organisations represented on the Steering Group, or from third parties, to provide advice.

5.2 The Stakeholder Group

5.2.1 Stakeholder Group meetings will take place at least twice a year (one of which shall be the Annual General Meeting of the Partnership). Further meetings may be arranged with the agreement of the Chairman. Not less than 7 days' written notice shall be given of meetings. The notice shall set out the business to be considered.

5.2.2 The membership of the Stakeholder Group will comprise all those organisations which have been admitted to membership of the Partnership, together with the members of the Steering Group.

- 5.2.3 The Stakeholder Group will have the terms of reference set out in Schedule 2 to this Constitution.
- 5.2.4 Meetings of the Stakeholder Group will be chaired by the Chairman of the Steering Group, or in his/her absence, the Vice-Chairman if present. In the absence of the Vice-Chairman the meeting will be chaired by one of the members of the Steering Group who is present and elected to chair that meeting.
- 5.2.5 The Stakeholder Group will seek to reach its decisions by consensus, but in the event of a vote being taken each representative present at the meeting shall have one vote. In the event of an equality of votes, the chairman shall not have a casting vote and the proposal will be deemed to have been not agreed.

6. Accountable Body

- 6.1 For accounting and employment purposes the Swanage Railway Company will be the accountable body of the Purbeck Community Rail Partnership.
- 6.2 The Community Rail Officer and any other persons employed and managed by the Accountable Body on behalf of the Purbeck Community Rail Partnership will, unless otherwise agreed, solely undertake tasks and duties agreed by the Steering Group and in accordance with objectives set by the Steering Group.

7. Funding

- 7.1 The Purbeck Community Rail Partnership will identify the funding required to deliver an annual community rail plan.

8. Equalities

- 8.1 The Purbeck Community Rail Partnership will, in carrying out its business, have due regard to the need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Equality Act 2010 and seek to promote equality of opportunity between all persons.
- 8.2 All members of the Purbeck Community Rail Partnership will be expected to adopt and abide by the following Code of Conduct, whether in Steering Group or Stakeholder Group meetings or when carrying out any other aspect of its business.

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 for everyone;
- value others by listening and not making assumptions;
- Challenge bullying, harassment, intimidation and report all negative behaviour;
- Never act in a manner that brings community rail in to disrepute.

- 8.3 Behaviour contrary to this, that causes offence on grounds of age, disability, gender, marital status, race or belief shall be deemed grounds for expulsion from meetings and possibly also from CRP membership.
- 8.4 Whilst wishing to encourage local economic and tourism development, it would be contrary to the spirit of the partnership for one organisation to seek advantage over another through membership of the partnership.
- 8.5 Purbeck CRP is an independent strategic development and community involvement organisation which will work closely and in partnership with train operating companies and the railway infrastructure operator. Its role is not to discuss, feedback, or relate to day-to-day operations of the railway industry except where these materially impact on the ambitions and objectives of the partnership or where constructive feedback is helpful in a closed environment of the Steering Group and as a critical friend of the rail operating bodies.

9. Dissolution of the Partnership

- 9.1 A decision to suspend or disband the Partnership shall only be taken at an Annual General Meeting or Special General Meeting and shall require a two-thirds majority of those present and voting and include Dorset Council.

Schedule 1

Steering Group terms of reference

The Steering Group shall be responsible for:

- providing the strategic direction of the Purbeck Community Rail Partnership and for the preparation and monitoring of an annual community rail development plan aimed at achieving the Partnership's aims and objectives, such plan to provide for the employment of a suitably qualified and competent person to be the Purbeck Community Rail Partnership Officer; and
- approving the annual budget of the Partnership. The Purbeck Community Rail Partnership Officer shall be designated as the budget holder for the annual budget of the Partnership. A monitoring report of income and expenditure compared to the annual budget shall be prepared by the Purbeck Community Rail Partnership Officer and discussed at each meeting of the Steering Group.

Subject to the approval of the annual community rail development plan by the Stakeholder Group and to regular progress reports to the Stakeholder Group, the Steering Group shall have all the necessary powers to implement the approved annual community rail development plan.

Schedule 2

Stakeholder Group terms of reference

The Stakeholder Group shall be responsible for approval of the annual community rail development plan and for monitoring its implementation and evaluation. It shall also provide a forum through which members can raise issues relating to the aims and objectives of the Partnership and make proposals for the further development of the railway lines of southern Dorset as a community rail network.

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