


Activity Plan for: <i>Essex and South Suffolk CRP</i>	2024/25	Living document
Section 1: Introduction		
Name of CRP	<i>Essex and South Suffolk Community Rail Partnership</i> 	
Date Range Covered by this Activity Plan	<i>April 2024 to March 2025</i>	
Lead CRP Officer Name	<i>Jayne Sumner</i>	
Lead CRP Officer Contact Details	jsumner@essex.gov.uk 07522546793	
Details of CRP Website and/or Social Media Channels	www.esscrp.org.uk face book www.facebook.com/esscrp/ twitter.com/ESSCRP	
Description of Community Rail Partnership	<p><i>The community rail partnership has a total of 6 branch lines and 42 branch lines stations, the partnership was formed in 1998 and has steadily grown, its strengths are working with and engaging with the local communities In 2022 also took Ingatestone and Chelmsford Stations under the ESSCRP umbrella, adding Shenfield and Hatfield Peveral in 2023.</i></p>	
Major Infrastructure Notes affecting the CRP Line(s) or Activities	<p><i>The majority of the branch lines are an hourly only service which is a major drawback from using the branch lines</i></p>	
The National Community Rail Strategy produced by the Department for Transport four key pillars:	<ol style="list-style-type: none"> 1. Providing a voice for the community 2. Promoting Sustainable healthy and accessible travel 3. Bringing communities together and supporting diversity and inclusion 4. Support social and economic development 	
Strategic Aims and Objectives of the CRP	<p>To achieve an increase in the passenger use of the six branch lines.. To improve economic, social and environmental welfare by delivering a programme of community led transport initiatives and regeneration projects. To assist in delivering the key targets and priorities relevant to the Community Rail Partnership for Essex and South Suffolk.</p> <ol style="list-style-type: none"> 1. To encourage the use of the branch lines to maintain patronage thereby supporting their long-term future: This will be achieved through: Event trains/social media/promotional material 2. To improve the image and public perception of rail travel. To increase access to the countryside using public transport and in particular rail. Promote the lines as destinations for the rest of Essex together with Suffolk and London and as a means for residents to reach wider destinations in Essex, Suffolk, and London. The promotion and marketing of experiences and opportunities when travelling by train to the emerging local leisure market. 	

	<p>3. To work with Greater Anglia and Network Rail to maximise utilisation of their property portfolios and explore new uses for railway buildings. initiatives such as station adoption and community art schemes that enhance the look and feel of the station's environment and public realm.</p>
	<p>4. Promoting equality of access and opportunity of all to utilise the stations and services by raising with the Train Operating Company and other partners as appropriate any physical access constraints/concerns experienced by passengers traveling to and through ESSCRP supported stations as we become aware of them.</p>
	<p>5.To develop the interface between rail travel and other modes of transport, including promoting and prioritising sustainable transport through marketing, publicity, ticketing initiatives and facility improvements as well as working with partners to improve access to the station. To improve facilities at stations, including bicycle storage, passenger information and waiting facilities.Promote the lines to those who currently drive for their journey, in line with the overall aim to reduce congestion on our roads and improve the environment and encourage sustainable transport.Work in partnership with ECC Sustainable Transport team changing people mode of transport from the car to the Train/Bus/Walking and Cycling.</p>
	<p>6. The CRP to be aware of the decisions they make about helping to eliminate climate change and environmental impact. Considering decarbonisation in our activities and make choices which minimise the carbon impact of ESSCRP.</p>
	<p>7. The CRP to work in partnership with local groups, to encourage community engagement and tackle social inclusion, and support initiatives and events which remove the barriers to travel for socially excluded groups. Take up opportunities to work with socially excluded groups for example Refugees, Dementia patients and adults with additional needs for example acorn village.</p>
<p>Number of Hours Available</p>	<p>85 hours</p>

		Main Objective or Activity	Specific Tasks and Initiatives	Link to Dft / CRP strategic aims	Expected outcome and how we will measure that it has been a success	Delivery date, size, Progress Key	Led by	Resources required e.g. staff, funding, volunteers, cost, in-kind, partners.	Ongoing progress update, comments and timescale or completion date of successful activity	
CRP	1	Community Rail week and Rail in the City. Week commenting 20th May 2024 actual date to be advised.	Arrange rota and transport to event	1,2 Dft pillar 2	Good engagement levels on the day and good PR and social media feed back	May-24	Jayne	staffing time		
CRP	2	New posters throughout the year Undertake quarterly audit of poster boards and review the community notice boards.	Continually produce new posters to go up at stations on the branch lines highlighting attractions and locations along the branch line attracting new customers.	1,2,3,5 Dft pillar 1,3	Fresh posters/promoting the attractions around the area encouraging travel on the trains	Mar-25	The Team	staffing time		
CRP	3	Sustainable promotional goods and leaflets	Source appropriate promotional goods. Leaflets to be suitable for widespread dissemination e.g. at Liverpool Street	1,2, Dft pillar 2	Promotional goods to attract engagement at promotional stalls throughout the year	Mar-25	Jayne	staffing time		

CRP	4	Thank you, event November, 2024	Arrange venue, invite guests, buy supplies	3 DfT pillar 3	To get at least 60 station adopters to the thank you event, get good feed back and promote on social media	Nov-24	Jayne	£1,100		
CRP	5	Supporting GA with Stations outside branch line stations	Hatfield Peverel Station, Kelvedon, Ingatestone, Chelmsford	3 DfT pillar 3	History Board displayed at Ingatestone, good feedback and social media	Mar-25	The Team	staffing time		
CRP	5	Supporting GA's Station adopter programme and help to recruit	Outstanding on our six branch lines	3 DfT pillar 3	Each 42 stations adopted, keep communication open with each station adopter and make sure every station adopter feels valued	Mar-25	The Team	staffing time		
CRP	6	Purchase 12 new tubs and order new Beehive planters for stations over the CRP's 42 stations	Get quote and order	3,5,6 DfT pillar 3,4	Keep promoting using social media and GA's PR to achieve good feed back	Mar-25	Jayne	£1,200		

CRP	7	Supporting adult with extra needs at Manningtree Station working with GA's policy "Help to provide an enhanced service to a whole range of users with specific travel needs."	Work with resident of Acorn Village 6 hours a month, Jane to provide monthly report to Acorn village followed up with meeting with care support worker	7 DfT pillars 1,3,4	Engagement with Acorn Village good engagement thorough out the year	Mar-25	Jane	staffing time		
CRP	8	Working with Environmental groups/organisations including The Bee Friendly Trust	Good partnership working	3,6 DfT pillar 1,2,4	More bee friendly planters/ wildlife areas good feedback and evidence of wildlife/bees using them	Mar-25	The Team	staffing time		
CRP	9	Produce Annual Newsletter	To send out to all station adopters, stakeholders, and parish councils change of date to March 2024	1, DfT pillar 1	Highlight all the good work the ESSCRP have done over the year, good feedback	Mar-25	Jayne	£1,200		
CRP	10	Produce annual calendar	Source calendar and put pictures together.	1,3 DfT pillar 1	Calendars sent out to station adopters in Dec 2023 as a thank you for all the work they do	Dec-25	Jayne	£800		

CRP	12	Partnership working with Tourism Groups	All to work with local tourism groups	2,7 DfT 1,2,4	Events/projects undertaken in partnership, good PR and social media	Mar-25	The Team	staffing time		
CRP	13	Keep Station adopters and Volunteers informed of CRP events and projects especially around social media	Work with Sue to keep station adopters/volunteers and stakeholders aware of the CRP events	3,7 DfT pillar 1,3,4	Station adopters will be able to communicate to the local community	Mar-25	Jayne	staffing time		
CRP	14	Partnership working with diverse groups	Make contact with local groups build on relationship working Social Media/PR	7 DfT pillars 1,2,3,4	Good social media and PR to highlight the partnership and work good feedback	Mar-25	The Team	staffing time		
CRP	15	Work with Greater Anglia in an advisory role on proposed changes to stations.	Keep updated on new developments and revamps to station improvements Attend GA's stakeholder asset meetings.	3,4 DfT pillars 1,2,3,4	To see the CRP's ideas and suggestions in place good PR and social media	Mar-25	The Team	staffing time		
CRP	16	Continue to work on influencing Greater Anglia and the national rail industry in getting fair and value for money rail tickets.	Keep the campaign going to get a value for money rail ticket for everyone Investigate getting an Essex Rover ticket.	1,4,5 DfT pillar 1,4	A Rover ticket of Essex, cheaper tickets encouraging more people to travel on the trains	Mar-25	The Team	staffing time		

CRP	17	Social Media Strategy in place to promote the CRP and the CRP events.	Get a plan in place to schedule social media promotion	1,2,6 DfT pillar 1,2,3,4	Weekly/daily posts daily engagement	Mar-25	The Team	£4,500		
CRP	18	Working with Districts/Boroughs/Tourism Groups and other organisations	Contact partners and explore new groups and avenues to get our message out Social Media/PR	2,7 DfT 1,2,4	Opportunities to come out of these partnerships	Mar-25	The Team	staffing time		
CRP	19	To use Men's Sheds organisation to supply birdboxes, bug hotels and tubs as appropriate to the needs of the CRP	Identify potential locations, order and distribute	3,5,6,7 DfT pillars 1,3,4	Southminster men's shed to produce wooden flower tubs	Mar-25	The Team	staffing time		
CRP	20	Work with The Community Rail Network and Scout groups on new badge	Speak to Karen at Community Rail Network	7 DfT pillar 1,2,3,4	Get at least 10 children activities to get Badge	Mar-25	The Team	staffing time		
CRP	21	National Tea day April 22nd 2024 each line hold a open coffee morning	Team to organise a tea party on one of their lines	3,7 DfT pillar 1,3,4	to attract at least 15 people each to tea party	Apr-24	The Team	staffing time		
CRP	22	Visit for Station adopters to Hyde Hall	Coach booked and arrangements with Hyde Hall	3,7 DfT pillar 1,3,4	fill the coach with station adopters	May-24	Jayne	£500		
CRP	23	Facilitate the Hyde Hall bus link	work with The Community Rail Network and Integrated Transport Fund to help fund the summer bus link	3,7 DfT pillar 1,3,4			Jayne	Staffing time		
CRP	24	Employer Photographer for events and location pictures	produce scope	1,2,5,7 DfT pillars 2,3,4	Good stock of photos for PR and social media and promoting ESSCRP and the county		Jane	£2,400		

CRP	25	Highlighting the work of ESSCRP morning session in March 2025	Invite Cllrs / Parishes /Town Cllrs	1,2,5,7 Dft Pillars 1,2,3,4	To bring in new partners/ funders	Jayne	£200		
							£11,900	Total CRP Wide	
	9								
	11								
	1								

	5									
	6									
	12									
	14									

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May	Mayflower Line								
MAY	1	Sea Shanty train 12 th October 2024 New name Smugglers Shanty Special	Working with Harwich Sea Shanty Organisers	1,6,7 Dft 2,3,4	At least 60 people attending each train good feedback, social media, and PR	Oct-24	Jane	staffing time	
MAY	2	Manningtree Working party to work on flower beds around the car parks	Look at getting working party options Network Rail, RDG, ECC, GA	3,6,7 Dft Pillars 3,4	produce an attractive area as you enter the railway station area	Sep-24	Jane	staffing time	This needs investigating by Jane
MAY	3	Install six poster boards in the waiting room at Manningtree for an art galley	Work on getting local artist to display their artwork	3,5,7 Dft pillars 1,3,4	Brighten up this waiting room which has been looking very unloved	Jul-24	Jane	£800	
MAY	4	Work with local school at Mistley to provide artwork for the brick shelter on platform 2	Revamp the brick shelter on platform 2 work with local school Jane to check with GA on condition of shelter	3,5,7 Dft pillars 1,3,4	Brighten up this brick shelter and make the waiting area more inviting	Sep-24	Jane	£200	
MAY	5	Project working with young people in the Dovercourt Tending area artwork to be reproduced and displayed	this is partnership working with a positive outcome for all parties on this initiative	3,5,7 Dft pillars 1,3,4	Community Engagement and social inclusion initiative producing artwork good PR and social media		Jane	£700	
May	6	Harwich boat / train event	Investigate with Boat company and East Suffolk if this is possible Meeting with Jenny and Thalia	1,6,7 Dft 2,3,4	Event to show several forms of public transport working together		Jane/Jayne	£200	
MAY	8	walk at Walton to Naze	Investigate a walk from Walton Station to Naze and Nature reserve	1,6,7 Dft 2,3,4	Good PR social media/ use of train with added benefit of walking to increase health benefits		Jane	staffing time	
May	8	Walk at Dovercourt to Harwich 10th Sept 2024 Event to go on Event Brite	Circular walk investigate route with talk at Electric palace and time and tide bell and New Bell in for Cuppa	1,6,7 Dft 2,3,4			Jane	£25	
May	9	Open garden / tree on the track 20th May 2024 10.30am to 2pm at Wrabness incorporating a launch for new Mural	Part of the open garden event	1,6,7 Dft 2,3,4	Good networking with other station adopters good PR and Social Media		Jane	£25	

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May	10	Manningtree poster competition to co inside with turn your engine off	Produce social media/leaflet to kick start this off 15th June Clean air day	3,5,7 DfT pillars 1,3,4	good community engagement and social inclusion and art work can be displayed at our stations		Jane	staffing time	Jane to try another School
May	11	Cycle Pump facility	Investigate cost and identify station / location / check out CCTV	1,2,5,7 DfT 1,3,4	Record usage of pump, good PR and social media		Catherine	£400	
May	12	Working with NEST Harwich to Colchester Train event with targarted audience	Thursday the 25th July	1,6,7 DfT 2,3,4	Good feed back and PR and social media		Jane	staffing time	
May	13	Working with NEST Christmas Train x 3 on Sunday the 15th Dec 1.26pm / 2.26pm / 3.36pm	Sunday the 15th Dec	1,6,7 DfT 2,3,4	Good feed back and PR and social media		Jane	staffing time	
									£2,350

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SUN	Sunshine Coast Line								
SUN	1	Talking bench at Great Bentley Station	Work with Sue to keep station adopters/volunteers and stakeholders aware of the CRP events	1,2,5,7 DfT 1,3,4	talking bench on platform for community engagements and social inclusion good PR and social media	Jul-24	Jane/Jayne	£2,000	
SUN	2	Work with the Colchester Art School for Colchester North Station Launch on the 23rd May	Working with Students to produce artwork suitable to display at Colchester North waiting room and the old café at Thorpe.	3,5,7 DfT pillars 1,3,4	art work to brighten stations		Jane	£1,000	
SUN	3	Work with Level Best in Colchester to provide art work at Colchester Town	Level best café looks after people with learning disabilities First exhibition at Manningtree Waiting Room	3,5,7 DfT pillars 1,3,4	community engagement and social inclusion with art work to brighten up stations		Jane	£100	
SUN	4	Two new tubs at Wivenhoe Station	tubs for platform	1,2,5,7 DfT 1,3,4	brighten up the station platform and introduce some colour		Jane	£200	Jane to check on this one Feb 24
SUN	5	New artwork at Alresford Station	work with local young artist and the local school	3,5,7 DfT pillars 1,3,4	brighten up the station and working with the community		Jane	£100	Ellie commissioned
SUN	6	New Bee friendly area at Alresford Station	work with station adopters on this initiative	2,5,6,7 DfT Pillars 1,3,4	Enhancing the environment and helping biodiversity		Jane	£100	
SUN	7	Weeley review front area of Station	After GA finish work on the station review what can be done to brighten up the front	2,3,5,7 DfT Pillars 1,2,3	improvement to the look of the station		Jane	£200	
SUN	8	Thorpe-Le-Soken Mural/picture on wall by bike shed Three tier planter moved from The Hythe to Thorpe	Jane to work with local school on producing art work also working with Girl Guides	3,5,7 DfT pillars 1,3,4	Brighten up this wall area and give the school some ownership of the artwork	Oct-24	Jane	£100	
SUN	9	Bugs Hotel for Walton-on-Naze	Work with station adopters on getting this produce	2,5,6,7 DfT Pillars 1,3,4	To combine a well looked after station with encouraging biodiversity	Sep-24	Jane	£500	cost is £3,000 from Bee Friendly Trust need to get funding from other funding sources £2,500 from The Community Rail Network

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SUN	10	Sea side special train up to 100 people, this replaces the (B&S trains)	Date of event Tuesday the 30th July 2024	1,6,7 DfT 2,3,4	families enjoy the train event good PR and social media and encourages further train travel	Jul-24	Jane	£250	Catherine / June and Jayne Helping
SUN	11	Sea side special train up to 100 people, this replaces the (B&S trains)	Date of event Tuesday the 27th August 2024	1,6,7 DfT 2,3,4	families enjoy the train event good PR and social media and encourages further train travel	Aug-24	Jane	£250	June and Jayne helping
SUN	12	Try a train Clacton to Colchester run up to Xmas 100 tickets	Offer a £5 Adult ticket plus child ticket £2 for every travelling adult to get people out of the car into Colchester for the day for Xmas shopping	1,6,7 DfT 2,3,4	with reduced cost for people travelling on this train encourage people to get out of their cars and travel to Colchester by train	Dec-24	Jane	staffing time	Need to look at this in detail the usual cost is super off peak £10.10 Off peak £11.30 Anytime Day return £14.20
SUN	13	Cockney Singalong 28th Sept 2024	Arrange artist and speak to GA check material and advertise leaflets / Social Media / Website / PR	1,6,7 DfT 2,3,4	At least 60 people to attend this event good PR and social media and good feed back		Jane	£300	
SUN	14	Timetable for Sunshine Coast Line	GA asked if we produce a leaflet for Sunshine Coast Line will wait for June 2024 timetable change	1,2,5,6,7 DfT Pillars 2,3,4	Leaflet stocked at Liverpool Street, with good PR and Social Media		Jayne/Jane	£1,000	
SUN	15	Work with Pedal power with train travel and bike from Clacton to Jaywick	Investigate with pedal power if possible to move bikes	1,5,7 DfT pillars 1,2,3,4	New intergrated transport opportunity with added healthy option cycling		Jane	£500	
SUN	16	Walton on naze station poems and artwork	Working with Clacton Coastal Academy to produce artwork to go with Poems which have been produced by the local community	3,5,7 DfT pillars 1,3,4	Brighten station up and connect with the local community		Jane	£500.00	
SUN	17	Creating Wildlife Boards for Stations	Work with Katherine Herbert from Rolp C of E Primary School & Nursery to produce artwork for Wildlife boards	3,5,7 DfT pillars 1,3,4	Brighten up stations and education boards of interest to visitors to the station		Jane/Jayne	£500.00	
SUN	18	Open garden / tree on the track Alresford 12th August 2024 10.30am to 2pm	Work with Station Adopters on this and invite other adopters on the network.		Networking with station adopters, new ideas and kick start new projects		Jane		

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SUN	19	Tour De Tendring Colchester to Clacton Race starts at 10am train gets into Clacton at 9.09am 19th May 2024	GA have agreed to provide 12 tickets for three families ESSCRP to provide promotional stall at Hazelmere Park Holland on Sea CO15 5HT	1,5,7 DfT pillars 1,2,3,4	Good partnership working / getting people active and raising ESSCRP profile		Jane	staffing time	
SUN	20	Train event in partnership with NEST from Jaywick to Colchester Park for Picnic Targarted audience	Work with Les from NEST to get a group up to 60 people from Jaywick to Colchester Park for Picnic get bus to meet Train	1,6,7 DfT 2,3,4	Good PR / Social Media good feed back from group and NEST		Jane	staffing time	
SUN	21	Train event in partnership with NEST from Greenstead to Walton on the Naze	Work with Les from NEST to get a targarted audience	1,6,7 DfT 2,3,4	Good PR / Social Media good feed back from group and NEST		Jane	staffing time	
£7,600									
GAI	The Gainsborough Line								
GAI	1	Advertise for station adopters for Marks Tey Station	Look at advertising through, parish magazine, banner at station and social media	3,7 DfT Pillars 1,3,4	To continue the good work done by the outgoing station adopter		June	Staffing time	
GAI	2	175th Anniversary of the Gainsborough Line and the Viaduct	work with Chappel adopters and the parish council re celebrations, monthly meetings, and partnership working.	1,6,7 DfT 2,3,4	Celebration and re-enactment of the Launch that took place in 1849	End of June 2024	June	£500	
GAI	3	Partnership with Gainsborough House	working towards a joint ticket/initiative working to market this fully on social media/ press release / leaflets if appropriate	1,2,5,7 DfT Pillars 1,2,4	Working to encourage train travel and footfall at Gainsborough House, good PR and Social Media	End of March 2025	June	Staffing time	
GAI	4	Mural at Marks Tey	Work with local college working with students on art work.	3,5,7 DfT pillars 1,3,4	display art work on the arches at the station, good publicity and social media	End of March 2025	June	£200	
GAI	5	Help with new garden at Chappel and Wakes Colne	help with timescales and any issues which occur for station adopters	2,5,6,7 DfT Pillars 1,3,4	Garden to be launch at the 175th anniversary celebrations	End of May 2024	June	Staffing time	

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GAI	6	Investigate mural on wall at Bures	This wall has been painted investigate whether a mural can be installed	3,5,7 DfT pillars 1,3,4	Would be a great entrance for Bures Station	End of March 2025	June	Staffing time	
GAI	7	Heritage walk in Sudbury	working with Gainsborough House to arrange a heritage walk		Get people to travel by train to the event		June	staffing time	
GAI	8	Chappel School Children School Trip Friday the 24th May 2024	Take up to 30 children from Chappel to Sudbury and visit Gainsborough House		introduce the train to some children who havent used a train build up community engagement		June/Jayne	£150	
GAI	9	Childrens activities leaflet	Work with Jane on activity booklet on the Gainsbourg Line	1,2,5,6,7 DfT Pillars 2,3,4	Children can use on the Gainsborough spotting the appropriate picture at each station	End of Sept 2024	June/Jane	£800	
GAI	10	Art Work from Local school to celebrate 175th Anniversary of Gainsborough Line at Bures School	Mary has made contact with the school to provide artwork and display at the station and village hub in the barn	1,2,5,7 DfT Pillars 1,2,4	Colourful artwork celebrating 175 years of the train on the line good PR and social media		June	unknown	
GAI	11	School trip from Bures School again to celebrate the 175th Anniversary of the Gainsborough Line	Mary working with school on date and trip details	1,2,5,7 DfT Pillars 1,2,4	for children to experience the train with good PR and Social media and feedback		June	unknown	
£1,650									
FLI	The Flich Line								
FLI	1	Partnership with Braintree on Easter Event Train at Cressing Temple	Investigate if we could partner with Braintree organisations on joint event to Cressing Temple	1,6,7 DfT 2,3,4	Event for the Easter holidays encouraging train travel and community engagement	Apr-24	June	£200	
FLI	2	Install six poster board in wating room at Witham to provide an arts gallery from Rickstones Academy	Work with Rickstones Academy to provide colourful artwork to brighten up the waiting room at Witham	3,5,7 DfT pillars 1,3,4	Brighten up the waiting room, connect with the community especially young people, good PR and social media	End of May 2024	June	£800	
FLI	3	Work in partnership with Braintree Village.	Promote visiting the shopping centre by train, by video or hard copy leaflet and by social media	1,2,5,7 DfT Pillars 1,2,4	Video on our website to promote travelling by train to Braintree Village good use of social media	Mar-25	June	staffing time	

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FLI	4	Revitalise the John Ray walk in partnership with ECC and Braintree District Council.	Work with ECC and Braintree on new signage and re-print of leaflet	1,2,5,7 DfT Pillars 1,2,4	New hard copy leaflet of walk with clear markers on the walk, good PR and social media	Mar-25	June	Staffing time	
FLI	5	Look to improve cycling at Witham	Work with GA and Witham Town Council investigating whether the cycle parking there is enough	3,4,5 DfT pillars 2	Improve cycle parking, encouraging people to cycle to the station	Mar-25	June	£1,500	
FLI	6	Childrens activity leaflet	work with Jane on a children's leaflet	1,2,5,6,7 DfT Pillars	provide fun for children travelling on the line.	Jul-24	June/Jane	£800	
FLI	7	Try a train event run up to Xmas Chelmsford to Braintree Freeport one Saturday in December	Pick a Saturday in Dec get people out of their cars and travel to Braintree Village offer 100 tickets with a child going free with one adult ticket	1,6,7 DfT 2,3,4	Get people out of their cars and on the train to this popular shopping location.	Dec-24	June/Jayne	staffing time	need to think about this a Super off peak £9.60 Off Peak £11.30 Anytime Day £14.20
									£3,300

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Crouch Valley Line									
CRO	1	Wickford Station build ESSCRP to have an input into community rail requirements	Attend the meetings held by GA on planning for the new station building to help influence facilities for the community and station adopters. Keep partners and colleagues updated with progress	3,4,5,6,7 DfT Pillars 1,2,3,4	A station that is above and beyond expectation in regards to the customer	01-Mar-25	Catherine	Staffing time	
CRO	2	Paint for Southminster fence	purchase paint for station adopters to paint the fence, permission now been granted	3,6,7 DfT Pillars 3,4	A much better look to the station/smarter and more attractive for people to use/visit	May-24	Catherine	£50	
CRO	3	Promote Burnham Carnival and have a stall at the event	Work with station adopters at Battlesbridge 30th Sept Catherine and Jayne to attend	1,2,5,7 DfT Pillars 1,2,	At least 60 interaction with the public at the event promote on Social media	End of Sept 2024	Catherine	Staffing time	
CRO	4	Support local events and promote train travel to Quay Day and other events in the area TBC 2023	Promote this event working with Burnham Town Council Quay day bank holiday Monday the 26th August 2024	1,2,5,7 DfT Pillars 1,2,	Good promotion and social media for these events	End of August 2024	Catherine	Staffing time	
CRO	5	New Artwork for Burnham as a welcome to the station	Working with local school to produce artwork to be installed in the reverse of history board	3,5,7 DfT pillars 1,3,4	Brighten up the station and be a welcome as you walk towards the platform	End of July 2024	Catherine	£100	
CRO	6	Althorne work with station adopters and manage	Need to manage the working relationship with two very different people	3,7 DfT Pillars 1,3,4	Improvement to how the station looks, and tubs full of colour	Jun-24	Catherine	Staffing time	
CRO	7	North Fambridge compost needed to refill large concrete pots and paint planters	Arrange time and date to get station adopter on board	3,7 DfT Pillars 3,4	The existing tubs revived with new compost	Jun-24	Catherine	£250	
CRO	8	Climbing roses for Battlesbridge	discussion with station adopters on appropriate rose	2,5,6,7 DfT Pillars 1,3,4	Make the station look better	May-24	Catherine	£100	
CRO	9	Branding along the line working with GA	Work with Martin from Norfolk and GA to get new vinyl's installed on each sign on the Crouch Valley Line	2,3,5 DfT Pillars 2	Get ESSCRP recognizable along the Crouch Valley Line	Mar-25	Catherine	£14,000	need to get £7K to complete this project Catherine to meet Belinda and Katie

Line	No.	Main Objective or Activity	Specific Tasks and Initiatives	Link to DfT/CRP strategic aims	Expected outcome and how we will measure that it has been a success	Delivery date, size, Progress key	Led by	£0.00	Ongoing progress update, comments and timescale or completion date of successful activity
CRO	10	Christmas Train Event last Sunday in November the 24th	Work in partnership with Wickford Friends	1,6,7 DfT 2,3,4	Provide fun and cheer and get people out of their cars travelling to the Christmas fayre at Wickford	Dec-24	Catherine	£200	
CRO	11	Living Wall at North Fambridge Station	Agreed with GA Asset team will be looked after by Station adopters	2,5,6,7 DfT Pillars 1,3,4	The first living wall on Greater Anglia network good PR and social media and Biodiversity		Catherine	£500	
CRO	12	Dementia Train	Free event open to people living with dementia and their carers Dementia week 13th to the 19th May	1,6,7 DfT 2,3,4	Good PR and Social Media also good feed back from attendees and Greater Anglia		Catherine/June		
CRO	13	Childrens activity leaflet	Work with Jane on activity booklet for The Crouch Valley Line	1,2,5,6,7 DfT Pillars 2,3,4	booklet for children to pick up and use on the train journey	Jul-24	Catherine/Jane	£800	
CRO	14	Battlesbridge Garden project	This is carried over from 23/24 working with Hollywell in producing this garden		A Launch with a good PR response and and improvement to the station		Catherine	staffing time	
Southend Line									
SOU	1	Work in partnership with Southend Museum to travel to the museum in a more sustainable way	investigate initiatives to encourage train travel to Museum	1,2,5,7 DfT Pillars 1,2,4	More sustainable travel to Southend especially the museum		Catherine	Staffing time	
SOU	2	Walk from Prittlewell station to Prittlewell garden centre Thur or Frid	Arrange walk, publish well ahead of date on social media and the station	1,6,7 DfT 2,3,4	community engagement and social inclusion		Catherine	Staffing time	
SOU	3	Signage from Southend Victoria Station to Southend Museum	Investigate with Southend Council improved signage to Southend Museum	1,2,5,7 DfT Pillars 1, 3, 4	Better connectivity to Southend Museum proof from Museum people are travelling from on the train		Catherine	£200	
SOU	4	The Museum would like to produce posters to promote the museum	investigate proposed posters, making sure its in partnership with ESSCRP with our logo included	3,5,7 DfT pillars 1,3,4	Better connectivity to Southend Museum proof from Museum people are travelling from on the train		Catherine	£300	
									£9,000

Line	No.	Main Objective or Activity	Specific Tasks and Initiatives	Link to DfT/CRP strategic aims	Expected <u>outcome</u> and how we will measure that it has been a success	Delivery date, size, Progress key	Led by	£0.00	Ongoing progress update, comments and timescale or completion date of successful activity
SOU	5	Cycle Pump facility	Investigate cost and identify station / location / check out CCTV	1,2,5,7 DfT 1,3,4	Record usage of pump, good PR and social media		Catherine	£400	
SOU	6	Monthly Space for local charity/ organisation in Southend Victoria concourse	Trial this as done at The three rivers line, taking advice from Katie	7 DfT Pillars 1,3,4	Good community engagement and social inclusion. Better communication and higher profile for local groups		Catherine	Staffing time	
SOU	7	Work with Hockley School on art work for Hockley	Engage with school on topics working in with school criteria	3,5,7 DfT pillars 1,3,4	good community engagement and social inclusion and art work can be displayed at our stations		Catherine	£200	
SOU	8	Career Day	Work with Greater Anglia to give diverse groups and insight into careers available within the railway industry	7 DfT 1,3,4	Good PR and Social Media also good feed back from attendees and Greater Anglia	Sep-24	Catherine	Staffing time	
SOU	9	4 new poster boards at Hockley	Catherine and station adopter working with local college on Art Project	3,5,7 DfT pillars 1,3,4	Brighten up the station with new art work from local college	Jul-24	Catherine	£500	
SOU	10	History Board at Prittlewell	work with Jayne to commission board and local historian of the history information	1,2,5,7 DfT 1,3,4	History board in place, community engagement good social media and PR from the new facility	Sep-24	Catherine	£2,400	
SOU	11	Enable Rochford Station wildflower area to develop	work with station adopters in developing this area	2,5,6,7 DfT Pillars 1,3,4	sustainable area with wildflowers encouraging biodiversity / and wildlife	Sep-24	Catherine	£200	
SOU	12	Try a train (targeted) Wickford to Southend (Water awareness) May half term Tuesday the 28th May	Train event with partner water awareness	1,6,7 DfT 2,3,4	giving targeted group education information on water awareness	Jun-24	Catherine	£400	
SOU	13	Work with Southend Tourism group	Make contact with Southend Tourism group and attend meetings if possible	1,2,5,7 DfT Pillars 1,2,4	Partnership working together to encourage sustainable transport to Southend	Jun-24	Catherine	Staffing time	

Line	No.	Main Objective or Activity	Specific Tasks and Initiatives	Link to DfT/CRP strategic aims	Expected <u>outcome</u> and how we will measure that it has been a success	Delivery date, size, Progress key	Led by	£0.00	Ongoing progress update, comments and timescale or completion date of successful activity	
SOU	14	Childrens activity leaflet	Work with Jayne on getting this produced	1,2,5,6,7 DfT Pillars 2,3,4	Leaflet for children to use when travelling on line		Catherine/Jane	£800.00		£5,000
Mainline Stations										
MAIN	1	Chelmsford	Work with Greater Anglia on area at the side of the station	3,5,7 DfT pillars 1,3,4	Make a huge difference to the ugly area at side of station		Jayne	£200		
MAIN	2	Ingatestone	Walk work with station adopter	1,6,7 DfT 2,3,4	Engage with community and encourage train travel to walk		June	£50		
Main	3	2 new poster boards at Hatfield Peverel Station	Work with Jayne on getting these commissioned and installed	3,5,7 DfT pillars 1,3,4	brighten up the station and highlight the work by the local primary school	Jul-24	Catherine	£260		£510

£29,410 Line
£11,900 CRP Wide
£41,310 Total

Total CRP Lines	£29,410
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Development of CRP officers
Jayne Sumner
Jane Stewart
June Povey
Catherine Gaywood

*KEY: (Red = Needs immediate attention, Orange = On target, Green = Completed, Purple = Planned but not started, Blue = On hold, Black = cancelled)

Section 4: Approval and Monitoring

<p>Activity Plan for: <u>Essex and South Suffolk CRP</u> Year:2024/25 Document <u>DRAFT</u></p>	<p>Signed</p>	<p>Date</p>
<p>Chair: Nick Atkinson</p>		
<p>CRPO: <i>Jayne Sumner</i></p>		
<p>TOC: Alan Neville</p>		
<p>Review Period</p>	<p><i>Quarterly (Delete as appropriate)</i></p>	<p><i><Next Steering Group or Review Meeting Date></i></p>