

David Fielding

From: David Fielding
Sent: 12 July 2018 17:34
To: Edward Mansfield (Eurostar); Lucinda Ball (Se); Susan Ellis; Rachel Rundell (EMT); Darshna Jeffrey; Gerry Kitchener (NRHS)
Cc: Mo Uddin (Tlink); Sam Hart; Polly Larkman; Wendy Spinks; Andrew Ellis; Jay Newton; Asieh Ahmadzade; Jemme Dustoor; Jonathan Watson
Subject: RE: Station Change : StP Taxi Rank - 27 June 2018

All

Further to my email of 27 June 2018 and in accordance with the HS1 Station Access, I can confirm that there were no Notices of Objection to this Proposal for Change. As a result this is deemed as acceptance by all Users and I will lodge the documentation on the HS1 website (<https://highspeed1.co.uk/regulatory/register-of-changes>).

Thank you for your assistance.

Regards

Dave Fielding

From: David Fielding
Sent: 27 June 2018 15:50
To: Edward Mansfield (Eurostar) <Edward.Mansfield@eurostar.com>; Lucinda Ball (Se) <lucinda.ball@southeasternrailway.co.uk>; Susan Ellis <Susan.Ellis@southeasternrailway.co.uk>; Rachel Rundell (EMT) <rachel.rundell@eastmidlandstrains.co.uk>; Darshna Jeffrey <Darshna.Jeffrey@networkrail.co.uk>; Gerry Kitchener (NRHS) <Gerry.Kitchener@networkrail.co.uk>
Cc: Mo Uddin (Tlink) <mo.uddin@gtrailway.com>; Sam Hart <Sam.Hart@dft.gov.uk>; Polly Larkman <Polly.Larkman@highspeed1.co.uk>; Wendy Spinks <Wendy.Spinks@highspeed1.co.uk>; Andrew Ellis <Andrew.Ellis@highspeed1.co.uk>; Jay Newton <Jay.Newton@highspeed1.co.uk>; Asieh Ahmadzade <Asieh.Ahmadzade@highspeed1.co.uk>; Jemme Dustoor <Jemme.Dustoor@highspeed1.co.uk>; Jonathan Watson <Jonathan.Watson@highspeed1.co.uk>
Subject: Station Change : StP Taxi Rank - 27 June 2018

Hi

Please find attached a Station Change proposal in respect of the St Pancras Taxi Rank area. With the growth of use of Uber the rank space is currently an under utilised space and the attached proposal aims to redress that.

There is no cost implication for Station Users.

Your early consideration would be much appreciated.

Regards

Dave

David Fielding | Customer Relationship Manager

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✉ David.Fielding@highspeed1.co.uk

Safety is no accident - we all play our part

Proposal for Change



Proposal for Change type	Material Change Proposal
Title	St Pancras Taxi Rank Space Reworking
Sponsor	Wendy Spinks HS1 Commercial Director
Date of Proposal	27 th June 2018
Station	St Pancras International
Affected Zone(s)	StP Taxi Rank – Ground Floor St Pancras International
Description of change(s)	To amend and update part of the under-utilised area taken up by the Taxi Rank and to revamp the area with extended retail use and revised Taxi Management Plan
Affected User(s)	Users (albeit not directly impacted) Eurostar International, Southeastern Trains Limited, East Midlands Trains and Network Rail (High Speed). cc: For Info Only: Thameslink and DfT
Associated costs	No charges for this proposal are being suggested to be passed to TOCs, the works will be funded by HS1 Limited in their entirety

Overview

This Proposal for Change is submitted in accordance with Part 3 of the HS1 Station Access Conditions. As such this document sets out information in relation to the proposal as necessary to enable Affected Users of the changes to evaluate the effect of the changes and invites the submission of representations in respect of the proposed changes within 30 days ie by 27 July 2018. Early consideration and comments about the Change Proposal would be appreciated and any absent replies by the Change Proposal deadline will be taken as an accepted non-objection.

Should you have any queries about the content of this proposal, please contact me direct at david.fielding@highspeed1.co.uk 07894003156, where necessary copying in the sponsor of this Proposal for Change (wendy.spinks@highspeed1.co.uk).

Formal objections/non-objection responses should be sent via email to david.fielding@highspeed1.co.uk and received no later than 27 July 2018.

Please use the attached **Annex D** Notice of Non-Objection where appropriate.

For the avoidance of double and to provide a historic record/clarity this Proposal for Change and all subsequent formal communications will be posted on the HS1 website under the Register of Changes upon completion of the project: <https://highspeed1.co.uk/regulatory/register-of-changes>

Regards

David Fielding
Customer Relationship Manager
HS1 Limited
27th June 2018

St Pancras Taxi Rank Space Reworking

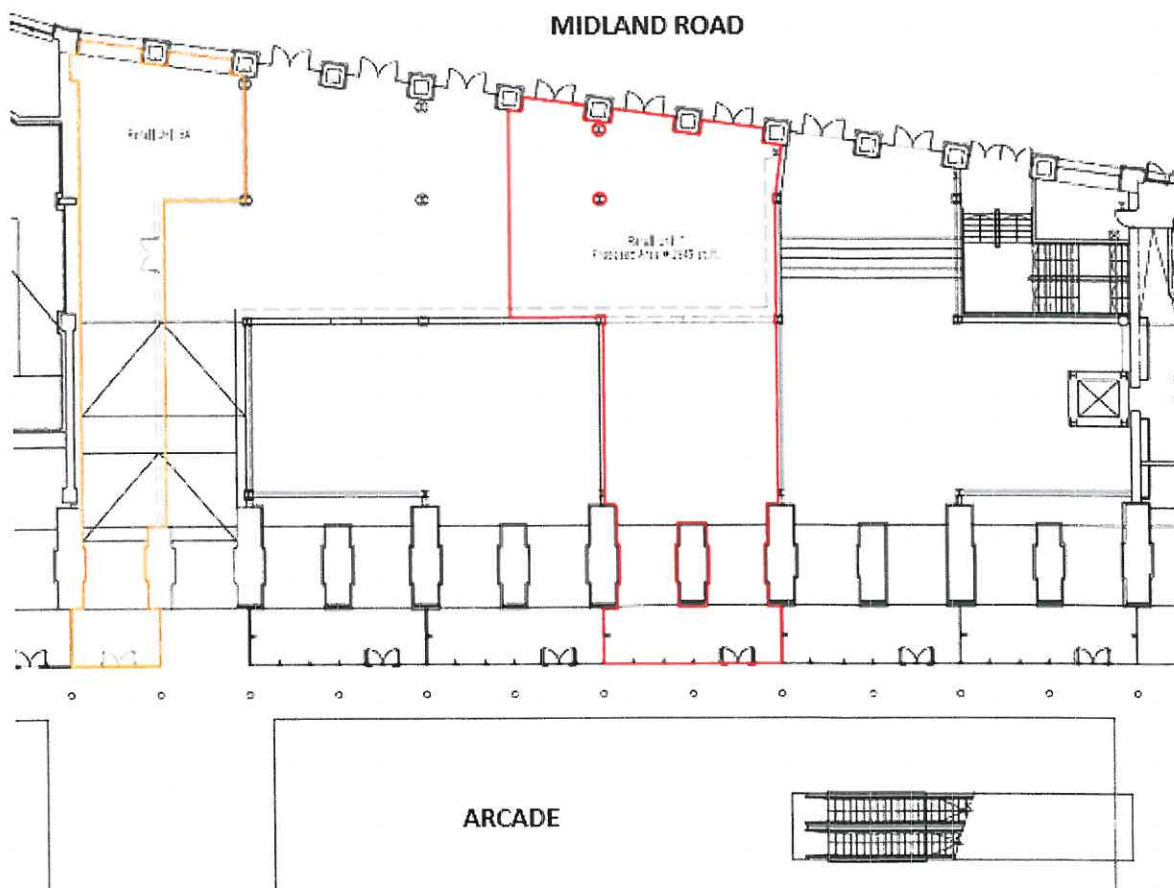
In accordance with Clause 8.6 of Part 3 of the SACs, the information provided in this document should be sufficient for Affected Users “to evaluate the effect which the change in question or the process of its implementation, will have or is likely to have on its customers, its business and on the building fabric of the Station.”

1. Description of Change

This proposal covers part of the St Pancras International Taxi Rank area that is currently underutilised. The proposal is to extend an existing retail unit (Fat Face) back to Midland Road giving the unit a visible frontage (not accessible from Midland Road, but with Fire Exits maintained) with the main entrance remaining via the Arcade within St Pancras International.

There are no TOC cost implications contained within this Proposal and the Proposal does not impinge on passenger’s ability to board or alight from trains nor their passage to/from trains.

Plan A below shows the proposed area to be amended (outlined in red).



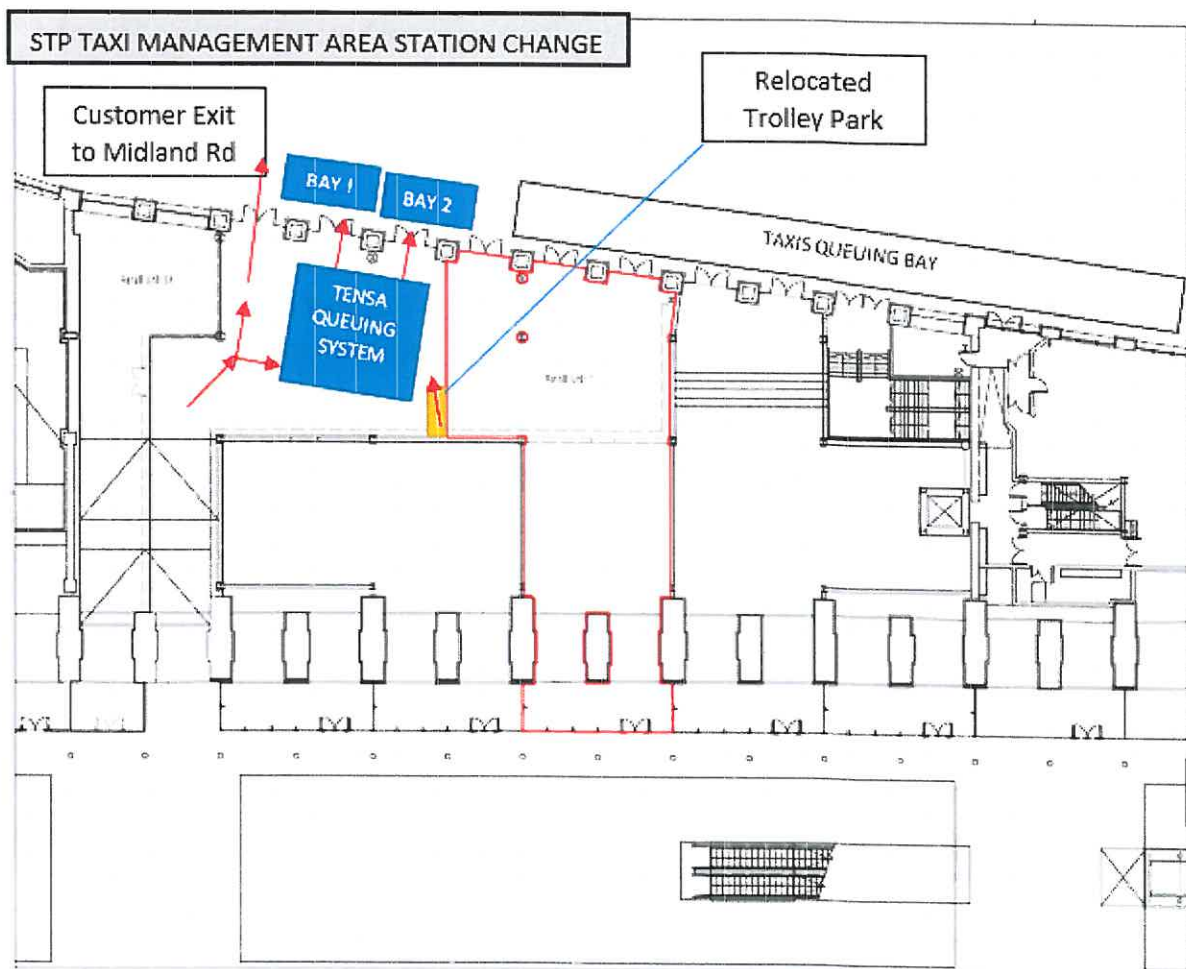
2. Proposed Works

The works will involve:

- a) The removal and relocation of the trolley coral (see Plan B below);
- b) The extension of the Fat Face retail unit (Unit 7) back to Midland Road;
- c) The reconfiguration of CCTV cameras to provide clear entry/exit images for the 3 doors within the new space;
- d) Fire wall prevention works to ensure that the new unit area is isolated from its neighbouring units to prevent the lateral spread of fire and smoke;
- e) The addition of a new tensator system to aid crowd control in the taxi queuing area (replacing the current mobile tensator system, with quick a quick release system – see Plan B below);
- f) Refreshed Taxi wayfinding signage;
- g) Remarking the Taxi Bays outside of the station on Midland Road; and;
- h) Retaining a Fire Exit from the rear of Unit 7 (operated by Fat Face).

The works would constitute a permanent change and would result in the removal of 3 of the sets of doors to Midland Road (albeit they will be accessible from within Unit 7) and the utilisation of the space currently unused, as shown in the Picture A below.

Plan A



Picture A

Proposed under-used space to be recovered (beyond the pictured columns).



3. Historic England Approval

The unit will be built to the standards established in relation to all retail unit at St Pancras and will be governed by the Grade 1 listed building consent arrangements we have with Historic England / Camden Borough Council. **HS1 Limited will be solely responsible for securing listed building consent for the works from Historic England.** Failure to secure approval from Historic England will negate the works, in which case all recipients of this Proposal will be informed.

4. Conditions Changes

- a) The Proposal will reclassify the space from “Common TOC” to “Retail” and this change will effect a change to the **Station Plan** for St Pancras International as included within the **Station Access Condition Annexes (Appendix 2 to Annex 1)**. See Annex A for details of the revised Station Plan to be implemented on the opening of the new unit.
- b) The arrangements governing the Taxi Rank Management are outlined in **Appendix 1 to Annex 1 (Para 4) of the Station Access Conditions Annexes** for St Pancras. In it they envisage that processes governing the management of Taxi Management will be contained within the Station Operations Manual. The updated and improved Taxi Management process is outlined in Annex B.

5. Impact and benefits

Efficient use of space - The space within the taxi rank is currently under-utilised and is an ineffective use of space within St Pancras International. It does not present a viable location for additional train related use and by reworking the space we will provide a better environment for travelling and non-travelling customers using the station.

Maintenance - The space has very little maintenance and utility requirements and by transferring the services for the adopted space into the retail unit it will reduce, very slightly, the cleaning and

Proposal for Change



utility costs for the station as the cleaners will no longer need to clean the area, the responsibility for which will fall into the retailer's hands. This should present a slight benefit to the TOCs in that cleaning staff will be freed up to clean the other areas of the station within existing patrol routes.

The current configuration of the taxi rank space, with the 3 extra doors to the right (towards The Crick) mean that there is potential damage to the multiple doors that are always left open (apart from on Christmas Day). Damage to these doors have meant additional TOC costs and doors being closed off and covered with film and tensator barriers to prevent use. This Proposal reduces that potential by reducing the number of doors for which the Stations Users have responsibility for repair and maintenance.

Utilities/Environment - The retailer will pick up slightly more heating and lighting costs (chargeable to HS1 as non-Qx) when the additional space considerations are factored in to the utility billing proportion calculations. As a closed unit, rather than an open space – to the street – this should help reduce wasted heat loss from the area. Given all 6 sets of door are currently always open the area should also be warmer given the reduced number of openings to Midland Road.

Taxi Management Area Process - By revising the Taxi Management Process (Annex B) and having clear queuing plans and a designated tensator system the area will be presented in a better light for departing customers with regards their lasting memory of St Pancras International. Currently the unmanned Taxi Rank, at the behest of the TOCS who do not wish the area to be manned as a Qx cost, can sometimes look messy as the mobile tensator poles are often moved and barriers unhooked, leaving the space looking unkempt and inefficient. It is only when the space is 'reset' each night that the current layout achieves the high standards that we expect from the station.

Exists - The 6 sets of double doors to the current space will be reduced to 3 sets of double doors; one as a permanent and labelled Fire Exit and the other 2 as doors to the awaiting taxi bays outside. The Fire Plan considerations for reworking this space have been agreed with ARUP.

Safety Benefits – Currently passengers waiting for taxis have been known to circumvent the orderly taxi queue system by using the 3 doors to the right of the designated Taxi Bays. This results in passengers sometimes leaving the covered station area and queuing on the Midland Road footpath with bags and suitcases whilst waiting for taxis to pull forward.

We are proposing to replace the tensor system with a quick-release tensor system incorporating barriers with magnetic releases or panic release catches to aid evacuation.

Magnetic Tape End

The tape end contains a magnet, so that the webbing can be attached to metal surfaces without the need for a wall receiver



Panic Break Tape End*

Provides a panic breakaway in both directions, allowing for a fast exit in an emergency. Supplied with the 898 Wall Receiver which is screw-mounted to the opposite wall



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Costs – There will be no financial costs attributable to the TOCs for any works involved in this Proposal. For the avoidance of doubt this includes the fit-out costs, door works, CCTV realignment, revised signage and trolley coral repositioning.

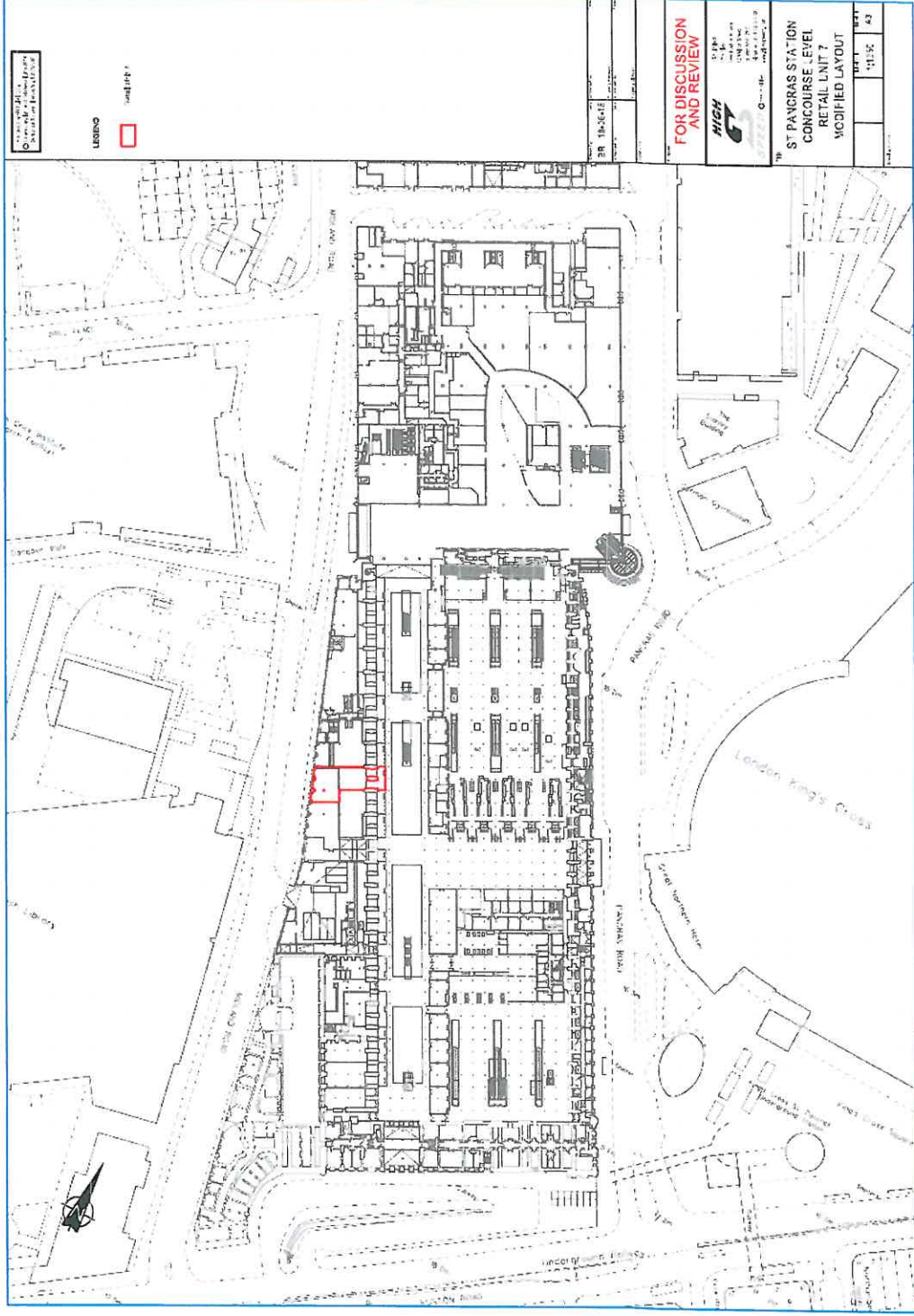
6. Key Timelines – Indicative Timetable

ACTION	PROPOSAL
Design for retail fit-out being worked up	Ongoing
Design scope starting	June 2018
Station Change issued	June 2018
Station Change closes	July 2018
Historic England meeting & Submission	July 2018
Procurement starts	September 2018
Works to start	January 2019
Works to complete	April 2019
Tenant Fit out starts	July 2019
New unit trading	August 2019

Proposal for Change

Annex A – New Station Plan to be adopted on completion of the works

Station Access Condition Annexes (Appendix 2 to Annex 1)



Annex B – Revised Taxi Management Process

Station Access Condition Annexes - Appendix 1 to Annex 1 (Para 4)

5.6 Taxis

London Licensed taxis are available from the taxi rank, which is situated on Midland Road.

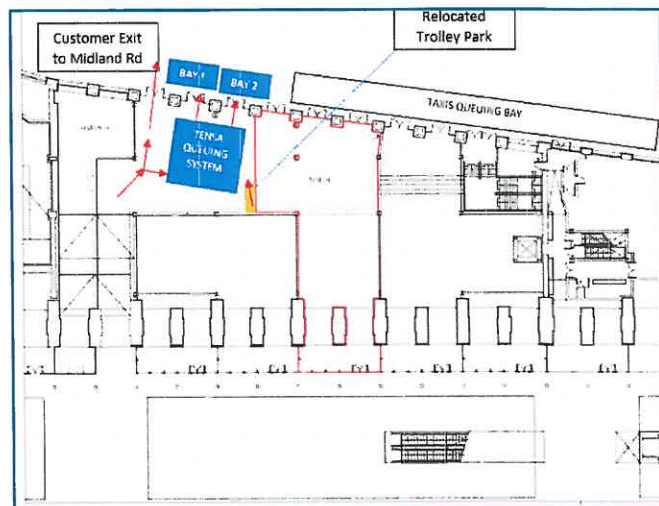
Assistance for customers with sight or mobility impairments to catch or alight to or from a taxi can be obtained by contacting any member of station staff, who will assist passengers to the taxi rank. Advanced booking of taxis, as part of an overall journey, can be arranged via National Rail.

There is currently no desire from the Train Operating Companies based at St Pancras to provide additional bespoke Qx funding (either through Exclusive or Common means) to provide for permanent staff coverage in the taxi rank area.

Method of Taxi Rank Workings

A 'snake' queue, formed by Tensator barriers, so that the taxi bay is fed from the single queue in a fair and efficient manner, is to be in place at all times.

The queuing system will start in the taxi hall, leaving a clear passage to the left hand side (looking towards Midland Road) for customers who are on foot, not wishing to use the Taxi service but to egress onto Midland Road. The Tensator queue is a semi-permanent fixture which has a quick release magnetic system to attaching each ribbon to a Tensator rather than the traditional slide and lock method of fastening. This is to ensure that the Tensator system can quickly be released in an emergency situation.



All three doors (two for taxi rank egress and one for non-taxi use) are to remain unlocked at all times (apart from when the station is closed down and public access to the taxi area is restricted).

The taxi waiting area is covered by CCTV cameras with filming of individual entrants to the station, the feeds from which are remotely recorded and can be monitored by the Station Control Room.

The area must look organised and visually pleasing, without having Tensator barriers taped or tied around posts or pillars.

The area is cleaned at night as part of the standard station cleaning regime.

Proposal for Change

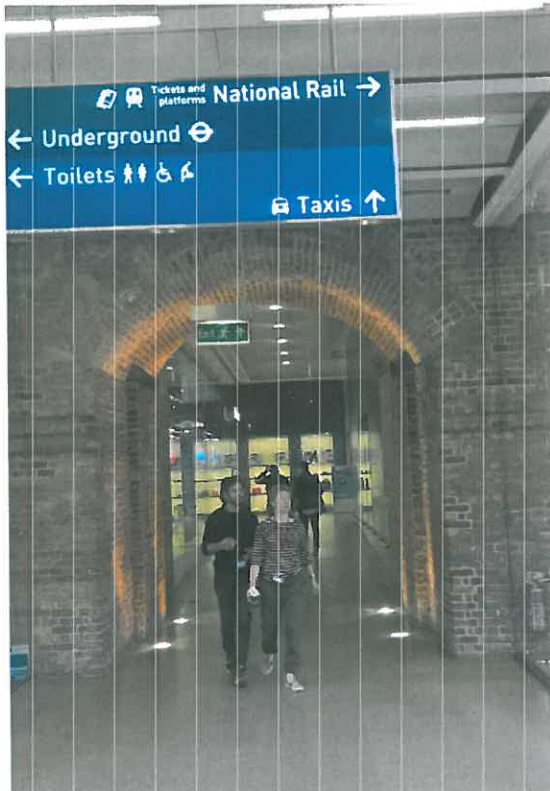


In case of an evacuation of the station (excluding a Marauding Terrorist Firearms Attack) the CSA who performs patrol Whiskey 2 is tasked with ensuring that the taxi rank is checked and ensuring that any Tensator ribbons still extended are retracted in order to expedite evacuation from this area.

The permanent arrangement of Tensator is intended to ensure the smooth and efficient working of the taxi rank and the taxi waiting area.

Proposal for Change

Annex C – Additional Images



Entrance to Taxi Rank from StP Arcade



Current Taxi Bay Markings Midland Road





Annex D – User Notice of Non-Objection to the Proposal for Change titled: St Pancras Taxi Rank Space Reworking

I, (print name of person signing) E.F. MANSFIELD..... hereby confirm that (print full company name) EUROSTAR..... has no objection to the Proposal for Change, dated 27th June 2018, and titled **St Pancras Taxi Rank Space Reworking**, in respect of the proposed changes to the St Pancras International taxi rank space. I acknowledge that a copy of this approval and the Station Change documentation will be placed on the HS1 website as a matter of public record.

Signed: Date: 27th June '18

Duly authorised signatory on behalf of

Edward Mansfield
Head of UK Stations

Eurostar.

Initial Change Proposal Sent:

To:
Eurostar International
Southeastern Trains Limited
East Midlands Trains Limited
Network Rail (High Speed) Limited

cc for Info Only:
Department for Transport
Thameslink Trains Limited



Annex D – User Notice of Non-Objection to the Proposal for Change titled: St Pancras Taxi Rank Space Reworking

I, (print name of person signing) Darshna Jeyney hereby confirm that (print full company name) NETWORK RAIL HIGH SPEED has no objection to the Proposal for Change, dated 27th June 2018, and titled **St Pancras Taxi Rank Space Reworking**, in respect of the proposed changes to the St Pancras International taxi rank space. I acknowledge that a copy of this approval and the Station Change documentation will be placed on the HS1 website as a matter of public record.

Signed: Date: 02/07/2018

Duly authorised signatory on behalf of

Initial Change Proposal Sent:
To:
Eurostar International
Southeastern Trains Limited
East Midlands Trains Limited
Network Rail (High Speed) Limited

cc for Info Only:
Department for Transport
Thameslink Trains Limited



Annex D – User Notice of Non-Objection to the Proposal for Change titled: St Pancras Taxi Rank Space Reworking

I, (print name of person signing) Elodie Brian hereby confirm that (print full company name) LONDON & SOUTHEASTERN RAILWAY LTD has no objection to the Proposal for Change, dated 27th June 2018, and titled **St Pancras Taxi Rank Space Reworking**, in respect of the proposed changes to the St Pancras International taxi rank space. I acknowledge that a copy of this approval and the Station Change documentation will be placed on the HS1 website as a matter of public record.

Signed:  Date: 03/07/2018

Duly authorised signatory on behalf of

LONDON & SOUTHEASTERN RAILWAY LTD

Initial Change Proposal Sent:

- To:
- Eurostar International
- ~~Southeastern Trains Limited~~
- East Midlands Trains Limited
- Network Rail (High Speed) Limited

cc for Info Only:

- Department for Transport
- Thameslink Trains Limited

LONDON & SOUTHEASTERN RAILWAY LTD



St Pancras

INTERNATIONAL

Annex D – User Notice of Non-Objection to the Proposal for Change titled: St Pancras Taxi Rank Space Reworking

I, (print name of person signing) KARRO HALL hereby confirm that (print full company name) EAST MIDLANDS TRAINS LIMITED has no objection to the Proposal for Change, dated 27th June 2018, and titled **St Pancras Taxi Rank Space Reworking**, in respect of the proposed changes to the St Pancras International taxi rank space. I acknowledge that a copy of this approval and the Station Change documentation will be placed on the HS1 website as a matter of public record.

Signed:  Date: 11/7/18

Duly authorised signatory on behalf of

EAST MIDLANDS TRAINS LIMITED

Initial Change Proposal Sent:

- To:
- Eurostar International
- Southeastern Trains Limited
- East Midlands Trains Limited
- Network Rail (High Speed) Limited

- cc for Info Only:
- Department for Transport
- Thameslink Trains Limited

