

Sent: Fri 07/04/2017 17:08

From: [REDACTED]

To: [REDACTED]@shepway.gov.uk

[REDACTED] kent.gov.uk; [REDACTED]@networkrail.co.uk

Subject: RE: Otterpool Park & Westenhanger Station - SOBC information

Dear [REDACTED]

Following on from my email of 23rd March, please find attached the following for your review and consideration:

- 1) Network Rail's Engineering Deliverables Proposal – Based on the requirements within the scoping document SDC provided.
- 2) Network Rail's Pre-GRIP Project Estimate – Including Economic Analysis, Station Capacity, Sponsorship, Project Management, Engineering Design and Estimating resources. Please note the assumptions on page three of this document and that this does not currently include the Industry Risk and Network Rail Risk Fee's that are required as part of a Network Rail service agreement. I can advise these in due course.
- 3) Network Rail's Proposed Programme of Works – This is indicative at this stage, with the final programme dependent on an agreed start date and resource availability.

The above is subject to further discussions around scope of works, assumptions, exclusions and further background / aspirations information, but I hope that it provides an indication of Network Rail's understanding of the scoping document SDC provided, and how we would propose to progress the scheme.

Please note that I will be leaving Network Rail in May, and as such, could I as that any formal correspondence includes [REDACTED] and [REDACTED] (cc'd into this email), who act on behalf of the Strategic Planning element of the business, and are able to advise in my absence.

Kind Regards

[REDACTED]
[REDACTED]
Network Strategy & Capacity Planning
Network Rail Infrastructure Ltd

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

From: [REDACTED]@shepway.gov.uk [mailto:[REDACTED]@shepway.gov.uk]

Sent: 22 March 2017 14:01

To: [REDACTED]

Cc: [REDACTED]@shepway.gov.uk; [REDACTED]@kent.gov.uk

Subject: RE: Otterpool Park & Westenhanger Station - SOBC information

Importance: High

Dear [REDACTED]

Further to my email dated 6th February can you please advise if yourself and [REDACTED] have had the opportunity to review the scoping note enclosed to the email thus far?

I can advise that officers of Shepway District Council are working closely with officers in Kent County Council's Transport Strategy Team to ensure a coordinated approach is applied. I have modified the scoping note very slightly to reflect points that have been amended and agreed with KCC – latest version attached. I copy in [REDACTED] of KCC.

Could you indicate by means of reply by the end of this week when we can expect to hear back from Network Rail to agree the next steps.

Look forward to hearing from you.

Kind regards,

[REDACTED]

From: [REDACTED] [mailto:[REDACTED]@networkrail.co.uk]
Sent: 06 February 2017 14:12
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Otterpool Park & Westenhanger Station - SOBC information

Hello [REDACTED]

Thank you for your email.

I will review the attached briefing note / scope of works, discuss with [REDACTED] and our design teams, and be in touch to agree the next steps. I will also investigate with the route team whether we have copied of the previous work at Strood saved locally.

Kind Regards

[REDACTED]

Network Strategy & Capacity Planning
Network Rail Infrastructure Ltd

[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]@shepway.gov.uk [mailto:[REDACTED]@shepway.gov.uk]
Sent: 06 February 2017 11:17
To: [REDACTED]; [REDACTED]@shepway.gov.uk
Subject: RE: Otterpool Park & Westenhanger Station - SOBC information

Morning [REDACTED]

Please find enclosed a briefing note that sets out the scope of engagement with Network Rail to work on the first stage of a SOBC for Westenhanger Station.

I met with [REDACTED] of Medway Council last week and we talked through enhancements at Strood Station, which would appear to be a good comparison with probable aspirations for Westenhanger Station. [REDACTED] has since shared the GRIP 3 reporting output – he was unable to locate documents prepared prior to the GRIP 3 work.

If you're able to unearth documents prepared in support of delivering a comparable scheme to what could reasonably be delivered at Westenhanger that would be really useful.

Feel free to come back to me with any queries.

Kind regards,

[REDACTED]

[REDACTED]

Shepway District Council, Civic Centre,
Castle Hill Avenue, Folkestone, Kent, CT20 2QY

E: [REDACTED]@shepway.gov.uk

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The Government Standard

Please consider the environment before printing this email.

From: [REDACTED]
Sent: 24 January 2017 13:43
To: [REDACTED]@networkrail.co.uk'
Cc: [REDACTED]
Subject: Otterpool Park & Westenhanger Station - SOBC information

Dear [REDACTED]

Sorry for the delay in getting a response back to you on the role NR can play in helping us to prepare a SOBC for Westenhanger Station. A new colleague, [REDACTED] [REDACTED] has recently joined the Planning Policy team and has expertise in delivering transport projects, so will be working with me on this. [REDACTED] has started work on a brief that takes into account the information you have shared with us previously and from conversations with [REDACTED] [REDACTED] will be in touch with you in due course to discuss the SOBC.

Best wishes

[REDACTED]

[REDACTED]

Otterpool Park Project Manager - Masterplanning and Design

[REDACTED]

Shepway District Council, Civic Centre,
Castle Hill Avenue, Folkestone, Kent CT20 2QY

Dear [REDACTED]

Thank you for your time earlier today in discussing Otterpool Park and Westenhanger Station, and how Network Rail can assist in the masterplan development.

As discussed, please find listed below and attached, a number of templated documents / guidance notes that I suggest we review/work through as a starter for ten:

- 1) DfT, The Transport Business Cases Guidance - https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/85930/dft-transport-business-case.pdf. This outlines the business case appraisal process for developing / funding schemes. I envisage that the scheme will require an SOBC based on this guidance, produced with input as required from Network Rail.
- 2) Client Remit and Client Requirement Documents – These are developed at the start of any potential scheme to understand the reasoning for development of a scheme, scope of works, desired benefits / outputs and requirements etc. This ensures we have a single source of outputs and requirements that should be followed / delivered as part of the development works.
- 3) Network Rail's Third Party Basic Service Agreement and Development Service Agreement Templates – These are standard agreement types that are used when Network Rail engages with outside parties to develop schemes. The extent of the workscope determines which agreement is used, and as such we can discuss this at a later date, once fully understood. I thought it was worth sharing these with you now so you have view of the terms etc. so as to help speed up the process later down the line if there was to be a formal engagement between us. Note that there are a number of areas with "[]" that are bespoke for every scheme, and staff rates are adjusted in April every year.

Could you please review and let me know any thoughts / comments on the above, and also the extent to which you might like Network Rail to assist in the initial stages of development?

If you have any queries in the first instance, please let either [REDACTED] or myself know and we would be more than happy to assist.

Kind Regards

[REDACTED]

Network Strategy & Capacity Planning
Network Rail Infrastructure Ltd

[REDACTED]

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