Hi Stephanie,

Find attached the latest version of the briefing note. Please let the group know if you or Mike have any comments.

Mark – Howard mentioned you may want to add some notes to the system integration section – please include as needed.

Thank you
Richard
Hi Andy,

Find attached the draft of the weekly note. It’s mostly consistent with the note from the call. Let me know if you have any comments.

Thanks

Richard
Hi Andy,
Find attached the draft weekly note. Let me know if you have any comments.
Thanks
Richard

Richard Zavitz
Principal Sponsor | Crossrail Joint Sponsor Team
Phone: (auto)
4th Floor North Wing, 55 Broadway, London SW1H 0DB | Email: tfl.gov.uk
Minor changes from Mike. If you’re happy I will send across to City Hall now.
Kind regards
Stephanie

Stephanie Doyne
Corporate Affairs Manager | Corporate Affairs
Phone: [redacted] (auto) | Mobile: [redacted]
11th floor (Y8), Palestra, 197 Blackfriars Road, London SE1 8NJ |
Email: [redacted]@tfl.gov.uk
Hi Mike

Please find attached this week’s draft note on Crossrail for the Mayor, for your review before we send it over. Mark has updated it slightly following this afternoon’s meeting.

Andy
Here you go 😊

From: Doyne Stephanie  
Sent: 13 September 2018 10:32  
To: Steer Tim; Erica Walker  
Cc: Keane Kate; Brown Andy (Corporate Affairs)  
Subject: TFL Restricted - Crossrail briefing

Hi both,

Please see attached this week’s briefing note on Crossrail.

Apologies in the delay in getting this over to you.

Kind regards

Stephanie Doyne  
Corporate Affairs Manager | Corporate Affairs  
Phone: [redacted] (auto) | Mobile: [redacted]  
11th floor (Y8), Palestra, 197 Blackfriars Road, London SE1 8NJ |  
Email: tfl.gov.uk
FYI.
Kind regards
Stephanie

From: Doyne Stephanie
Sent: 20 September 2018 13:39
To: Steer Tim; Erica Walker
Cc: Keane Kate; Brown Andy (Corporate Affairs)
Subject: TfL Restricted - Crossrail briefing

Hi both,
Please see attached this weeks briefing note on Crossrail.
Apologies in the delay in getting this over to you.
Kind regards
Stephanie

Stephanie Doyne
Corporate Affairs Manager | Corporate Affairs
Phone: [number] (auto) | Mobile: [number]
11th floor (Y8), Palestra, 197 Blackfriars Road, London SE1 8NJ |
Email: stephanie.doyne@tfl.gov.uk
As promised

Sent from my iPhone

Begin forwarded message:

From: Mannah Sylvia <tfl.gov.uk>
Date: 13 September 2018 at 15:39:31 BST
To: Lucy Findlay <crossrail.co.uk>, Howard Smith <crossrail.co.uk>, Hughes David (Director of Strategy and Network Development) <tfl.gov.uk>, Price Amanda <tfl.gov.uk>, Tucker John <tfl.gov.uk>, Zavitz Richard <tfl.gov.uk>, Adams Simon <tfl.gov.uk>
Subject: Weekly note

Hi all,
Please find attached the final version of the weekly note. As always, thanks for your contributions. Can I please have the next draft by 2pm tomorrow.
Many thanks,
Sylvia
Sylvia Mannah
Transport for London | Senior Adviser to the Managing Director, London Underground
11B4 Palestra, 197 Blackfriars Road, London SE1 8NJ
Tel: | Ext: | Mob: | E-mail: tfl.gov.uk
www.tfl.gov.uk

Click here to report this email as SPAM.
Steph,
Attached is the current version with Lucy. I'll keep you updated.
Thanks,
Sylvia

Sylvia Mannah
Transport for London | Senior Adviser to the Managing Director, London Underground
11B4 Palestra, 197 Blackfriars Road, London SE1 8NJ
Tel: | Ext: | Mob: | E-mail: tfl.gov.uk
www.tfl.gov.uk
Please find attached this week's draft.

Few changes this week, I've incorporated the wording BT suggested last week into the first paragraph, I've updated on Melton and left a placeholder for the results of transition testing – to be completed on Monday.

The Milestone table needs a refresh but not this week.

Good weekend to all

Howard

Click here to report this email as SPAM.
Hi Andy

Mark has added additional text (red) to section 2.3. with no other amendments

Regards

Jackie

Jackie O'Brien
PA to Mark Wild, Managing Director
London Underground
Palestra, Floor 11 B4
197 Blackfriars Road, London, SE1 8NJ
Phone: [redacted] Ext: [redacted]
Mobile: [redacted]

From: Brown Andy (Corporate Affairs)
Sent: 27 September 2018 16:22
To: Wild Mark (MD)
Cc: O'Brien Jackie; Zavitz Richard; Adams Simon; Findlay Lucy; Mannah Sylvia; Doyne Stephanie; Keane Kate; external howard Smith
Subject: RE: [for review] Weekly Mayor note

Mark

Mike just asked me if you feel any changes need to be made to this note following the discussion earlier with the Mayor?

Andy

From: Brown Andy (Corporate Affairs)
Sent: 27 September 2018 11:02
To: Howard Smith; Wild Mark (MD)
Cc: O'Brien Jackie; Zavitz Richard; Adams Simon; Findlay Lucy; Mannah Sylvia; Doyne Stephanie; Keane Kate
Subject: RE: [for review] Weekly Mayor note

Great - thanks Howard. I will run past Mike when he is back in the office later this morning.

Andy

From: Howard Smith [mailto: crossrail.co.uk]
Sent: 26 September 2018 19:00
To: Wild Mark (MD)
Cc: Brown Andy (Corporate Affairs); O'Brien Jackie; Zavitz Richard; Adams Simon; Findlay Lucy; Mannah Sylvia; Doyne Stephanie; Keane Kate
Subject: RE: [for review] Weekly Mayor note

Colleagues,

Andy's changes accepted, I've split 2.2 out and expanded to incorporate Mark's comment, old 2.4 (now 2.5) expanded too to reflect what I recall as one of the conclusions reached at the SI review.

Hopefully good to go – over to you Andy.

Hoping Sylvia's back next week – good evening to all!

Howard

From: Wild Mark (MD) [mailto: tfl.gov.uk]
Sent: 26 September 2018 15:08
To: Howard Smith
Cc: Brown Andy (Corporate Affairs); O'Brien Jackie; Zavitz Richard; Adams Simon; Lucy Findlay; Mannah Sylvia; Doyne Stephanie; Keane Kate
Subject: Re: [for review] Weekly Mayor note

Would be good I think

Sent from my iPhone
On 26 Sep 2018, at 14:35, Howard Smith <crossrail.co.uk> wrote:

Andy, Mark,

Happy to revise before close today.

Howard

Sent from my iPhone

On 26 Sep 2018, at 13:18, Wild Mark (MD) <tfl.gov.uk> wrote:

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Don’t forget the “autumn 19”

Is based on the independent rannikan report which suggested a dynamic test start date of 7 Jan 2019

CR team continue to push / believe that this pessimistic

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Although obviously no one is saying that getting to autumn 19 is going to be easy or without risk

Perhaps we should add a sentence to pull that out ?

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Many thanks,
Andy

From: O'Brien Jackie
Sent: 25 September 2018 17:05
To: Zavitz Richard; Doyne Stephanie
Cc: Adams Simon; external howard Smith; Brown Andy (Corporate Affairs);
Findlay Lucy; Mannah Sylvia; Wild Mark (MD)
Subject: RE: [for review] Weekly Mayor note
Dear all
Mark’s amended version attached with additional text in section 2.5.
Regards
Jackie
Jackie O'Brien
PA to Mark Wild, Managing Director
London Underground
Palestra, Floor 11 B4
197 Blackfriars Road, London, SE1 8NJ
Phone:  Ext:
Mobile:

From: Zavitz Richard
Sent: 25 September 2018 11:13
To: Doyne Stephanie; Wild Mark (MD)
Cc: Adams Simon; external howard Smith; Brown Andy (Corporate Affairs);
Findlay Lucy; Mannah Sylvia
Subject: [for review] Weekly Mayor note
Hi Stephanie,
Find attached the latest version of the briefing note. Please let the group know if you or Mike have any comments.
Mark – Howard mentioned you may want to add some notes to the system integration section – please include as needed.
Thank you
Richard

Richard Zavitz
Principal Sponsor | Crossrail Joint Sponsor Team
Phone:  (auto ) | 4th Floor North Wing, 55 Broadway, London SW1H 0DB |
Email:  tfi.gov.uk

Click here to report this email as SPAM.
From: Brown Andy (Corporate Affairs)
To: O’Brien Jackie; Zavitz Richard; external howard Smith
Cc: Adams Simon; Findlay Lucy; Mannah Sylvia; Wild Mark (MD); Doyne Stephanie; Keane Kate
Subject: RE: [for review] Weekly Mayor note
Date: 26 September 2018 13:06:42
Attachments: Weekly Mayor Update 240918 for review MW AB.docx, image001.png

Thanks, Jackie.
Howard, Richard,
A few minor tweaks from me, please - tracked on the attached. That includes one sentence that I don’t understand, in para 2.4 - please can we expand that out? And paras 2.2 and 2.3 read extremely negatively to me; can I just check that is intentional and that the outcome of Phil Threlfall’s review is as bad as it sounds? If I were David Bellamy my immediate question would be “does that mean the Autumn 2019 opening date is now at risk?” If you could confirm on those couple of points then I will run past Mike before we send over to City Hall.
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Jackie O’Brien
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Mobile:

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Jackie O’Brien
PA to Mark Wild, Managing Director
London Underground
Palestra, Floor 11 B4
197 Blackfriars Road, London, SE1 8NJ

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Mark – Howard mentioned you may want to add some notes to the system integration section – please include as needed.

Thank you

Richard
Stephanie,

Apologies, it’s been pointed out that in the rolling stock section (Appendix A) the Approval for Passenger Service Stage 3 date shouldn’t read 16 Nov but should, instead, read ‘under review’. If you can make the change before this goes forward I’d be grateful.

Howard

From: Zavitz Richard [mailto: tfl.gov.uk]
Sent: 25 September 2018 11:13
To: Doyne Stephanie; Wild Mark (MD)
Cc: Adams Simon; Howard Smith; Brown Andy (Corporate Affairs); Lucy Findlay; Mannah Sylvia
Subject: [for review] Weekly Mayor note

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Richard

Richard Zavitz
Principal Sponsor | Crossrail Joint Sponsor Team
Phone: | 4th Floor North Wing, 55 Broadway, London SW1H 0DB | Email: tfl.gov.uk

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--------------------------------------------------------------------------------------------------
Click here to report this email as SPAM.
Agreed with Mike and now sent to City Hall. Thanks again everyone.

Andy

---

From: Brown Andy (Corporate Affairs)
Sent: 27 September 2018 17:37
To: O'Brien Jackie
Cc: Zavitz Richard; Adams Simon; Findlay Lucy; Mannah Sylvia; Doyne Stephanie; Keane Kate; external howard Smith; Wild Mark (MD)
Subject: RE: [for review] Weekly Mayor note
Great - thanks Jackie
Andy

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197 Blackfriars Road, London, SE1 8NJ
Phone: Ext: Mobile:

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Sent: 26 September 2018 19:00
To: Wild Mark (MD)
Cc: Brown Andy (Corporate Affairs); O'Brien Jackie; Zavitz Richard; Adams Simon; Findlay Lucy; Mannah Sylvia; Doyne
Stephanie; Keane Kate

Subject: RE: [for review] Weekly Mayor note

Colleagues,

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Hoping Sylvia’s back next week – good evening to all!

Howard

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Sent: 26 September 2018 15:08
To: Howard Smith
Cc: Brown Andy (Corporate Affairs); O’Brien Jackie; Zavitz Richard; Adams Simon; Lucy Findlay; Mannah Sylvia; Doyne Stephanie; Keane Kate

Subject: Re: [for review] Weekly Mayor note

Would be good I think

Sent from my iPhone

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Mark – Howard mentioned you may want to add some notes to the system integration section – please include as needed.

Thank you

Richard

Click here to report this email as SPAM.
Kate - Mike has signed off the copy of the weekly CRL note I had with me earlier - please can you send to Erica first thing tomorrow?

Thanks

Andy

On 12 Sep 2018, at 15:54, Brown Andy (Corporate Affairs) <tfl.gov.uk> wrote:

I have a draft but I need to sign it off with Mike - and (as usual!) his attention has been elsewhere. I’m hoping to run it past him at about 6pm tonight.

Sorry!

Andy
Grand, thanks very much Richard.
Andy

Thanks.
That’s fine – we’re here to help. Andy and I will also be attending.
Richard

Thanks Richard – I’ll take a look this afternoon.
I don’t think I’ll be able to attend the Period Review meeting this afternoon – I’ll pass on my comments to Pav. Hope that’s ok.
Thanks,
Richard

Find attached the draft weekly note. Let me know if you have any comments.
Thanks
Richard

The contents of this e-mail and any attached files are confidential. If you have received this email in error, please notify us immediately at postmaster@tfl.gov.uk and remove it from your system. If received in error, please do not use, disseminate, forward, print or copy this email or its content. Transport for London excludes any warranty and any liability as to the quality or accuracy of the contents of this email and any attached files.

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For more information please visit http://www.symanteccloud.com
Howard,
Thanks again for the note. Please find it attached with some very minor amends.
Thanks,
Sylvia

From: Howard Smith [mailto:crossrail.co.uk]
Sent: 14 September 2018 17:01
To: Mannah Sylvia; Brown Andy (Corporate Affairs); Zavitz Richard; Findlay Lucy
Cc: Clarke Phil (ELLP); Wild Mark (MD); Findlay Lucy
Subject: Mayor's Chairman's Weekly

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Few changes this week, I've incorporated the wording BT suggested last week into the first paragraph, I've updated on Melton and left a placeholder for the results of transition testing – to be completed on Monday.
The Milestone table needs a refresh but not this week.
Good weekend to all
Howard

Click here to report this email as SPAM.
Final version incorporating your changes and the wording on last weekends transition testing that is identical to the main Mayor’s Report.

Howard

From: Mannah Sylvia [mailto: tfl.gov.uk]
Sent: 17 September 2018 09:18
To: Howard Smith; Brown Andy (Corporate Affairs); Zavitz Richard; Lucy Findlay
Cc: Phil Clarke - TfL; Wild Mark (MD); Lucy Findlay; Keane Kate
Subject: RE: Mayor’s Chairman’s Weekly

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From: Howard Smith
To: Mannah Sylvia; Findlay Lucy; Brown Andy (Corporate Affairs); Zavitz Richard
Cc: Adams Simon
Subject: RE: Mayor's weekly
Date: 17 September 2018 18:01:52

Sylvia,

Thanks, fine by me. Will incorporate the same wording into the BT Weekly

Howard

From: Mannah Sylvia [mailto: tfl.gov.uk]
Sent: 17 September 2018 17:36
To: Howard Smith; Lucy Findlay; Brown Andy (Corporate Affairs); Zavitz Richard
Cc: Adams Simon
Subject: RE: Mayor's weekly

Howard,

Thank you. I’ve tweaked it only slightly to below. Lucy, please find the note attached with one last comment – Andy’s team are concerned that we’re not addressing the point that although senior management from the JV have been involved, progress is still slow and we need to reassure City Hall that you guys are on the case.

Thanks,
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- A new tool recording train data and CCTV from the driver’s cab was used, making analysis of results easier
- Outcomes were largely in line with pre-testing at the Crossrail Integration Facility (CIF) meaning future tests should be more predictable.

1.2 What was not achieved during the testing includes:

- The full transition from CBTC to ECTS/TPWS leaving the tunnel
- The physical location of some track balises were not consistent with the onboard track database
- The train still requires resetting when reversing and operating using the more complex modes.

1.3 Further software updates from both Siemens and BT (currently under test at Melton) are needed to address these issues and considerable further transition testing (but less disruptive to Network Rail) will be required. Subject to further Melton testing this week new train and wayside software is expected to be available for use in October. In addition Crossrail continues to look at enhancements to collaboration between the two contracts and at improving System Integration more widely.

From: Howard Smith [mailto: crossrail.co.uk]
Sent: 17 September 2018 14:58
To: Findlay Lucy; Mannah Sylvia; Brown Andy (Corporate Affairs); Zavitz Richard
Cc: Adams Simon
Subject: RE: Mayor's weekly

Lucy, Sylvia, Andy,

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From: Lucy Findlay
Sent: 17 September 2018 14:05
To: Mannah Sylvia; Howard Smith; Brown Andy (Corporate Affairs); Zavitz Richard
Cc: Adams Simon
Subject: RE: Mayor's weekly

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Lucy
Lucy Findlay | Chief of Staff
Crossrail | 25 Canada Square, Canary Wharf, London, E14 5LQ
DD: | M: | CS28GM01 | crossrail.co.uk

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From: Mannah Sylvia [mailto:tfl.gov.uk]
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Sent: 14 September 2018 17:01
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Cc: Clarke Phil (ELLP); Wild Mark (MD); Findlay Lucy
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From: Mannah Sylvia
To: "Howard Smith"; Findlay Lucy; Brown Andy (Corporate Affairs); Zavitz Richard
Cc: Adams Simon
Subject: RE: Mayor’s weekly
Date: 17 September 2018 17:35:42
Attachments: Weekly Mayor Update 180918.docx

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Lucy

Lucy Findlay | Chief of Staff
Crossrail | 25 Canada Square, Canary Wharf, London, E14 5LQ
DD: [redacted] | M: [redacted] | CS28GM01 | crossrail.co.uk

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Thanks Sylvia please see attached.
I can provide the summary of dynamic testing undertaken after our excom at 11 this morning.
Lucy
Lucy Findlay | Chief of Staff
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Ok - I'll just say that we have strong commitment from them to deliver by the 22 October.

Sent from my iPhone

On 17 Sep 2018, at 18:00, Lucy Findlay <crossrail.co.uk> wrote:

The commitment we have is at Executive Committee level for Alstom who has accountability for Europe. We have not escalated to Alstom global Board level.

We met ATC CEOs last week to reinforce our requirements.

They are to achieve 22/10

Lucy

From: Mannah Sylvia [mailto:tfl.gov.uk]
Sent: 17 September 2018 18:14:09
To: Findlay Lucy
Cc: external Howard Smith; Brown Andy (Corporate Affairs); Zavitz Richard; Adams Simon
Subject: Re: Mayor’s weekly

Ok - I’ll just say that we have strong commitment from them to deliver by the 22 October.

Sent from my iPhone

On 17 Sep 2018, at 17:55, Lucy Findlay <crossrail.co.uk> wrote:

The commitment we have is at Executive Committee level for Alstom who has accountability for Europe. We have not escalated to Alstom global Board level.

We met ATC CEOs last week to reinforce our requirements.

They are to achieve 22/10

Lucy

From: Mannah Sylvia [mailto:tfl.gov.uk]
Sent: 17 September 2018 17:58
To: Lucy Findlay
Cc: Howard Smith; Brown Andy (Corporate Affairs); Zavitz Richard; Adams Simon
Subject: RE: Mayor’s weekly

Howard,

Thank you. I’ve tweaked it only slightly to below. Lucy, please find the note attached with one last comment – Andy’s team are concerned that we’re not addressing the point that although senior management from the JV have been involved, progress is still slow and we need to reassure City Hall that you guys are on the case.

Thanks,

Sylvia

Dynamic Testing window number 11 took place on 15-16 September. Network Rail (NR) completed the required overhead line installation allowing transition testing of the interface with Great Western to commence at slow speed. A number of positive activities and tests were achieved including:

- Positive testing of the transition from TPWS to CBTC moving from the Great Western to the central tunnel section on Line 6
- For the first time, trains were fully prepared offsite ahead of time and successfully transited directly in from the Old Oak Common Depot for the testing window
A new tool recording train data and CCTV from the driver’s cab was used, making analysis of results easier.

Outcomes were largely in line with pre-testing at the Crossrail Integration Facility (CIF) meaning future tests should be more predictable.

What was not achieved during the testing includes:

- The full transition from CBTC to ECTS/TPWS leaving the tunnel
- The physical location of some track balises were not consistent with the on-board track database
- The train still requires resetting when reversing and operating using the more complex modes.

Further software updates from both Siemens and BT (currently under test at Melton) are needed to address these issues and considerable further transition testing (but less disruptive to Network Rail) will be required. Subject to further Melton testing this week new train and wayside software is expected to be available for use in October. In addition Crossrail continues to look at enhancements to collaboration between the two contracts and at improving System Integration more widely.
BT and Siemens I don’t have them to hand. Perhaps when Howard reviews that para he will be able to adapt my text accordingly.

Regarding 2.1 – the metrics showing linear percentage in that manner are no longer produced instead, as per the comment, the report that is now circulated focuses on the remaining IRNs and static testing for these commodities.

Lucy

Lucy Findlay | Chief of Staff
Crossrail | 25 Canada Square, Canary Wharf, London, E14 5LQ
DD: [Internal: Ext] M: [ ] | CS28GM01 | crossrail.co.uk

From: Mannah Sylvia [mailto: tfl.gov.uk]
Sent: 17 September 2018 13:40
To: Lucy Findlay; Howard Smith; Brown Andy (Corporate Affairs); Zavitz Richard
Cc: Adams Simon
Subject: RE: Mayor’s weekly

Thanks Lucy, so will we not have an update for 2.1 this week?

Attached is the note with some comments from Andy’s team.

Thanks,

Sylvia

From: Lucy Findlay [mailto: crossrail.co.uk]
Sent: 17 September 2018 13:25
To: Mannah Sylvia; external howard Smith; Brown Andy (Corporate Affairs); Zavitz Richard
Cc: Adams Simon
Subject: RE: Mayor’s weekly

Sylvia – updated para 3.1 in the attached. Howard – please could you also review it.

Lucy

Lucy Findlay | Chief of Staff
Crossrail | 25 Canada Square, Canary Wharf, London, E14 5LQ
DD: [Internal: Ext] M: [ ] | CS28GM01 | crossrail.co.uk

From: Mannah Sylvia [mailto: tfl.gov.uk]
Sent: 17 September 2018 09:35
To: Lucy Findlay; Howard Smith; Brown Andy (Corporate Affairs); Zavitz Richard
Cc: Adams Simon
Subject: RE: Mayor’s weekly

Thanks Lucy, so will we not have an update for 2.1 this week?

Attached is the note with some comments from Andy’s team.

Thanks,

Sylvia

From: Lucy Findlay [mailto: crossrail.co.uk]
Sent: 14 September 2018 17:45
To: Mannah Sylvia; external howard Smith; Brown Andy (Corporate Affairs); Zavitz Richard
Cc: Adams Simon
Subject: RE: Mayor’s weekly

Hi Sylvia

Draft attached

Lucy

Lucy Findlay | Chief of Staff
Crossrail | 25 Canada Square, Canary Wharf, London, E14 5LQ
DD: [Internal: Ext] M: [ ] | CS28GM01 | crossrail.co.uk

From: Mannah Sylvia [mailto: tfl.gov.uk]
Sent: 14 September 2018 17:09
To: Howard Smith; Brown Andy (Corporate Affairs); Zavitz Richard; Lucy Findlay
Cc: Phil Clarke - TFL; Wild Mark (MD); Findlay Lucy
Subject: RE: Mayor’s Chairman’s Weekly

Thanks Howard.

From: Howard Smith [mailto: crossrail.co.uk]
Sent: 14 September 2018 17:01
To: Mannah Sylvia; Brown Andy (Corporate Affairs); Zavitz Richard; Findlay Lucy
Cc: Clarke Phil (ELLP); Wild Mark (MD); Findlay Lucy
Subject: Mayor’s Chairman’s Weekly

Please find attached this weeks draft.
Few changes this week, I’ve incorporated the wording BT suggested last week into the first paragraph, I’ve updated on Melton and left a placeholder for the results of transition testing – to be completed on Monday.
The Milestone table needs a refresh but not this week.
Good weekend to all
Howard

Click [here](mailto:) to report this email as SPAM.
Hi Erica

Sorry for the delay - please find this week’s briefing attached.

Andy

---

Hi Erica

Andy is hoping to run it by Mike this afternoon – as soon as he is ok with it, we will send it across to you.

Sorry for the delay.

Kate

---

Hi – just following up to see if we will get this shortly.

Many thanks

Erica

---

Hi both,

Please see attached this weeks briefing note on Crossrail.

Apologies in the delay in getting this over to you.

Kind regards

Stephanie Doyne

Corporate Affairs Manager | Corporate Affairs
Phone: [redacted] (auto) | Mobile: [redacted]
11th floor (Y8), Palestra, 197 Blackfriars Road, London SE1 8NJ | Email: tfl.gov.uk

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Only minor change to formatting to help 3.1 to read better.
Kind regards
Stephanie
3.1

From: Doyne Stephanie  
Sent: 11 September 2018 14:26  
To: Mannah Sylvia  
Subject: RE: Weekly Mayor Update 110918  

Hiya,

What’s the difference to this note and the note you sent through earlier?

Kind regards

Stephanie  

From: Mannah Sylvia  
Sent: 11 September 2018 14:02  
To: Doyne Stephanie  
Subject: Weekly Mayor Update 110918  

The note for review.

Sylvia Mannah  
Transport for London | Senior Adviser to the Managing Director, London Underground  
11B4 Palestra, 197 Blackfriars Road, London SE1 8NJ  
Tel: [Redacted] Ext: [Redacted] Mob: [Redacted] | E-mail: [Redacted] tfl.gov.uk  
www.tfl.gov.uk
Please see updated note (the only change is to point 3.1 – unfortunately LU have not used track changes).

Kind regards

Stephanie
Only a few comments – especially disappointed at the lack of progress at stations and the lack of reasoning behind it.

Kind regards

Stephanie
Steph,

Attached is the updated note which hopefully now addresses the points you made yesterday.

Thanks,

Sylvia

From: Doyne Stephanie
Sent: 17 September 2018 14:58
To: Mannah Sylvia
Cc: Keane Kate
Subject: RE: Weekly Mayor Update 180918v4.docx

I understand – I’m just worried with all the focus on Crossrail at the moment that these notes aren’t particularly helpful...

Kind regards

Stephanie

From: Mannah Sylvia
Sent: 17 September 2018 14:53
To: Doyne Stephanie
Cc: Keane Kate
Subject: Re: Weekly Mayor Update 180918v4.docx

Steph,

I get your point and frustration but I think part of Lucy’s challenge is around the right info being available. I’ll pick this back up and get back to you.

Thanks,

Sylvia

Sent from my iPhone

On 17 Sep 2018, at 14:45, Doyne Stephanie <tfl.gov.uk> wrote:

Is there a particular reason that she writes in caps?

As for the explanation on my first point it isn’t good enough. Why has the productivity not been good enough despite it being highlighted to senior management, not to mention recent discussions at such a high level? What steps are being taken to manage this? Why is this information not included in the note? We can't simply say there are risks every week and have no real evidence of what is being done to manage these. I also don’t understand how the figures provided for stations can only be updated when there is a new MOHS (which was only explained when I asked why the numbers hadn’t changed), but this is not explained in the note i.e. when the new MOHS will come in and when we can expect to see a change in the figures

Lucy and her team need to understand that when Mike reviews each note, the main thing he will mention is that we repeat the same information each week.

Sorry if this sounds like I am having a go at you but this back and forth each week causes delays to the note being sent across and with a potential weekly call about to be scheduled, I'm concerned at the lack of care being taken when
providing information to Mike and the Mayor's office.

Kind regards
Stephanie

-----Original Message-----
From: Mannah Sylvia
Sent: 17 September 2018 14:20
To: Doyne Stephanie
Subject: Weekly Mayor Update 180918v4.docx

I'm in a 2 hour meeting for now so for speed, please find the document attached.
Hi Sylvia,

This is much better - thanks.
I'm going to try and get Mike to look it asap and will let you know when we send it across to City Hall.

Kind regards
Stephanie

From: Mannah Sylvia
Sent: 18 September 2018 09:17
To: Doyne Stephanie
Cc: Keane Kate
Subject: RE: Weekly Mayor Update 180918v4.docx

Steph,

Attached is the updated note which hopefully now addresses the points you made yesterday.

Thanks,
Sylvia

From: Doyne Stephanie
Sent: 18 September 2018 10:32:45
To: Mannah Sylvia
Cc: Keane Kate
Subject: RE: Weekly Mayor Update 180918v4.docx

Hi Sylvia,

This is much better - thanks.
I'm going to try and get Mike to look it asap and will let you know when we send it across to City Hall.

Kind regards
Stephanie

Sent from my iPhone

On 17 Sep 2018, at 14:45, Doyne Stephanie <tfl.gov.uk> wrote:

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Lucy and her team need to understand that when Mike reviews each note, the main thing he will mention is that we repeat the same information each week.

Sorry if this sounds like I am having a go at you but this back and forth each week causes delays to the note being sent across and with a potential weekly call about to be scheduled, I’m concerned at the lack of care being taken when providing information to Mike and the Mayor’s office.

Kind regards
Stephanie

-----Original Message-----
From: Mannah Sylvia
Sent: 17 September 2018 14:20
To: Doyne Stephanie
Subject: Weekly Mayor Update 180918v4.docx

I’m in a 2 hour meeting for now so for speed, please find the document attached.
Hi Sylvia,
Agree with all of your comments and have added a few of my own. I’m not sure why the figures keep changing surely it should just go up each week against the target or stay the same?
Kind regards
Stephanie
A few suggested amendments – Mark may have views on the Systems Integration section as he was present throughout.

Howard

From: Mannah Sylvia [mailto:tfl.gov.uk]
Sent: 24 September 2018 18:54
To: Howard Smith; Lucy Findlay; Brown Andy (Corporate Affairs)
Cc: Adams Simon; Zavitz Richard
Subject: RE: Weekly note

Howard,

Thanks. Please find the latest version of the note attached. This includes your final note. Please let Richard know if you have any final comments on the CRL section before it goes to Mike’s office.

Thanks,

Sylvia

From: Howard Smith [mailto:crossrail.co.uk]
Sent: 24 September 2018 18:41
To: Mannah Sylvia; Findlay Lucy; Brown Andy (Corporate Affairs)
Cc: Adams Simon; Zavitz Richard
Subject: RE: Weekly note

Sylvia (and Richard),

Please find final version attached.

In terms of comments:

Removed ref to brief drop in availability, as suggested

Numbers are actually best/worst case weekly figures – I’ve always used these but have amended the wording, which hadn’t been picked up before.

I’ve left national rail lower case – it’s Network Rail that should have capitals?

Yes 6 Feb is BT’s date for Stage 2 Phase 2 but as this would require driver training in advance (and the date is risky) I’m not portraying it as that.

Stage 2 date – yes hopefully October but not absolutely hard wired to MOHS

Start of Stage 3 date – amended to Autumn 19 as suggested

Finally – Richard could you send me the latest version of the front part (the ‘CRL bit’) I didn’t get chance to glance through and it’s been deleted – thanks.

Kind regards and good hols to Sylvia

Howard

From: Mannah Sylvia [mailto:tfl.gov.uk]
Sent: 24 September 2018 10:44
To: Howard Smith; Lucy Findlay; Brown Andy (Corporate Affairs)
Cc: Adams Simon; Zavitz Richard
Subject: RE: Weekly note

Hi Howard,

Many thanks for your note. Please find it attached with some minor amends and some comments.

Thanks,

Sylvia

From: Howard Smith [mailto:crossrail.co.uk]
Sent: 21 September 2018 18:58
To: Mannah Sylvia; Findlay Lucy; Brown Andy (Corporate Affairs)
Cc: Adams Simon; Zavitz Richard
Subject: RE: Weekly note

Here you go...

Howard
From: Mannah Sylvia [mailto:tfl.gov.uk]
Sent: 21 September 2018 16:11
To: Howard Smith; Lucy Findlay
Cc: Hughes David (Director of Strategy and Network Development); Price Amanda; Adams Simon; Zavitz Richard; Tucker John
Subject: RE: Weekly note

Thanks Howard.

From: Howard Smith [mailto:crossrail.co.uk]
Sent: 21 September 2018 16:08
To: Mannah Sylvia; Findlay Lucy
Cc: Hughes David (Director of Strategy and Network Development); Price Amanda; Adams Simon; Zavitz Richard; Tucker John
Subject: RE: Weekly note
Later (but not too late!) today
H

From: Mannah Sylvia [mailto:tfl.gov.uk]
Sent: 21 September 2018 15:48
To: Lucy Findlay; Howard Smith
Cc: Hughes David (Director of Strategy and Network Development); Price Amanda; Adams Simon; Zavitz Richard; Tucker John
Subject: RE: Weekly note
Lucy and Howard,

A gentle reminder for you’re the next version of the briefing please. If you can’t get it to me today, then first thing on Monday please.

Thanks,
Sylvia

From: Mannah Sylvia
Sent: 20 September 2018 14:23
To: Findlay Lucy; external howard Smith
Cc: Hughes David (Director of Strategy and Network Development); Price Amanda; Adams Simon; Zavitz Richard; Tucker John
Subject: Weekly note

All,

Attached is the final version of the weekly note. Howard, Mike made some minor amends including amends to the BT section, but I’ve told his team that you’ve already shared it with BT so it’s only City Hall who have the amended version. The BT amends are in the second bullet point.

Thanks,
Sylvia

Transport for London | Senior Adviser to the Managing Director, London Underground
11B4 Palestra, 197 Blackfriars Road, London SE1 8NJ
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***************************************************************************
Yes of course

H

Sent from my iPhone

On 11 Sep 2018, at 12:40, Mannah Sylvia <tfl.gov.uk> wrote:

Howard,
For the table at the end, can I put autumn 2019 for the launch of stage 3, it’s currently TBC.
Thanks,
Sylvia

From: Brown Andy (Corporate Affairs)
Sent: 11 September 2018 07:20
To: external howard Smith
Cc: Mannah Sylvia; Findlay Lucy; Zavitz Richard; Adams Simon
Subject: Re: Weekly note
Ok, thanks Howard.
Andy

On 10 Sep 2018, at 21:38, Howard Smith <crossrail.co.uk> wrote:

Andy,
Thanks, I’d leave any further comment till we see how things progress - cautiously optimistic I’d say - but BT need to repeat the same as and when the FLU’s (9-cars) get running more miles.
Howard

Sent from my iPhone

On 10 Sep 2018, at 21:29, Brown Andy (Corporate Affairs) <tube.tfl.gov.uk> wrote:

And makes sense re MDSAF, thanks. Should we make that clearer in the note and actually say we view it as pretty much success? Or will that be too generous to BT.
Andy

On 10 Sep 2018, at 20:45, Mannah Sylvia <tfl.gov.uk> wrote:

Thanks Howard.
On 10 Sep 2018, at 19:04, Howard Smith <crossrail.co.uk> wrote:

Thanks, amendments from BT (minor additions) and from Phil Clarke (Heathrow Para) all incorporated.

Re questions – probably continues till they get certification for us to use FLU’s on NR – my guess mid-end Oct.

Target MDSAF – 4300-8100 is OK versus 5000 as far as I am concerned. It’s not an exact science (as we know how long each incident lasts is as significant as number of incidents and are is very low – hence units with apparently ‘bad’ reliability supporting a ‘top of the table’ railway in TfL Rail.

Thanks and regards
Howard

From: Mannah Sylvia
[mailto: tfl.gov.uk]
Sent: 10 September 2018 09:52
To: Brown Andy (Corporate Affairs); Howard Smith; Lucy Findlay; Zavitz Richard
Cc: Adams Simon
Subject: RE: Weekly note

Howard,

Thanks for this. I’ve included some minor amends and a comment on Andy’s version.

Thanks,

Sylvia

From: Brown Andy (Corporate Affairs)
Sent: 10 September 2018 09:47
To: external howard Smith; Mannah Sylvia; Findlay Lucy; Zavitz Richard
Cc: Adams Simon
Subject: RE: Weekly note

Thanks very much Howard -
I know you are swamped at
the moment!
Some minor suggested
tweaks tracked in the
attached - mostly to tighten
up some techy language
but also a question about
whether BT have now
missed the end-of-August
MDSAF target?
Andy

From: Howard Smith
[mailto: crossrail.co.uk]

Sent: 10 September 2018 08:44
To: Mannah Sylvia; Findlay Lucy;
Zavitz Richard; Brown Andy
(Corporate Affairs)
Cc: Adams Simon
Subject: RE: Weekly note
Draft Rolling Stock Weekly
attached. Apologies for not
circulating Friday night,
comments today please.
Howard

From: Mannah Sylvia
[mailto: tfl.gov.uk]
Sent: 07 September 2018 17:29
To: Lucy Findlay; Howard Smith;
Zavitz Richard
Cc: Adams Simon
Subject: RE: Weekly note
All to confirm, the answer is
yes we need to provide the
weekly note for next week.

From: Mannah Sylvia
Sent: 07 September 2018 16:45
To: Findlay Lucy; external howard
Smith; Zavitz Richard
Cc: Adams Simon
Subject: Weekly note
Hi all,
Howard kindly reminded me
about the weekly note. I’ve
asked whether we need to produce it but I suspect the answer this time will be yes. Can I please have a draft by midday on Monday. Attached is the last version that was issued to them. Thanks,
Sylvia
Sylvia Mannah
Transport for London | Senior Adviser to the Managing Director, London Underground
11B4 Palestra, 197 Blackfriars Road, London SE1 8NJ
Tel: [redacted] Ext: [redacted]
Mob: [redacted] | E-mail: [redacted] tfl.gov.uk
www.tfl.gov.uk

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Howard,
Thanks. Please find the latest version of the note attached. This includes your final note. Please let Richard know if you have any final comments on the CRL section before it goes to Mike’s office.
Thanks,
Sylvia

From: Howard Smith [mailto:crossrail.co.uk]
Sent: 24 September 2018 18:41
To: Mannah Sylvia; Findlay Lucy; Brown Andy (Corporate Affairs)
Cc: Adams Simon; Zavitz Richard
Subject: RE: Weekly note
Sylvia (and Richard),
Please find final version attached.
In terms of comments:
- Removed ref to brief drop in availability, as suggested
- Numbers are actually best/worst case weekly figures – I’ve always used these but have amended the wording, which hadn’t been picked up before.
- I’ve left national rail lower case – its Network Rail that should have capitals?
- Yes 6 Feb is BT’s date for Stage 2 Phase 2 but as this would require driver training in advance (and the date is risky) I’m not portraying it as that.
- Stage 2 date – yes hopefully October but not absolutely hard wired to MOHS
- Start of Stage 3 date – amended to Autumn 19 as suggested
- Finally – Richard could you send me the latest version of the front part (the ‘CRL bit’) I didn’t get chance to glance through and it’s been deleted – thanks.
Kind regards and good hols to Sylvia
Howard

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To: Howard Smith; Findlay Lucy; Brown Andy (Corporate Affairs)
Cc: Adams Simon; Zavitz Richard
Subject: RE: Weekly note
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Many thanks for your note. Please find it attached with some minor amends and some comments.
Thanks,
Sylvia

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Sent: 21 September 2018 18:58
To: Mannah Sylvia; Findlay Lucy; Brown Andy (Corporate Affairs)
Cc: Adams Simon; Zavitz Richard
Subject: RE: Weekly note
Here you go...
Howard

From: Mannah Sylvia [mailto:tfl.gov.uk]
Sent: 21 September 2018 16:11
To: Howard Smith; Findlay Lucy
Cc: Hughes David (Director of Strategy and Network Development); Price Amanda; Adams Simon; Zavitz Richard; Tucker John
Subject: RE: Weekly note
Thanks Howard.

From: Howard Smith [mailto:crossrail.co.uk]
Sent: 21 September 2018 16:08
To: Mannah Sylvia; Findlay Lucy
Cc: Hughes David (Director of Strategy and Network Development); Price Amanda; Adams Simon; Zavitz Richard; Tucker John
Subject: RE: Weekly note
Later (but not too late!) today

Lucy and Howard,

A gentle reminder for you’re the next version of the briefing please. If you can’t get it to me today, then first thing on Monday please.

Thanks,

Sylvia

From: Mannah Sylvia [mailto: tfl.gov.uk]
Sent: 21 September 2018 15:48
To: Lucy Findlay; Howard Smith
Cc: Hughes David (Director of Strategy and Network Development); Price Amanda; Adams Simon; Zavitz Richard; Tucker John
Subject: RE: Weekly note

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Thanks,

Sylvia

Sylvia Mannah

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*******************************************************************************
From: Howard Smith
To: Mannah Sylvia; Findlay Lucy; Brown Andy (Corporate Affairs)
Cc: Adams Simon; Zavitz Richard
Subject: RE: Weekly note
Date: 24 September 2018 18:41:37
Attachments: Mayor-BT Chairmans Weekly 240918 (Final).docx

Sylvia (and Richard),
Please find final version attached.
In terms of comments:
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Thanks,
Sylvia

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Transport for London | Senior Adviser to the Managing Director, London Underground
11B4 Palestra, 197 Blackfriars Road, London SE1 8NJ
Tel: | Ext: | Mob: | E-mail: tfl.gov.uk
www.tfl.gov.uk

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Sylvia (and Richard),

Please find final version attached.

In terms of comments:

Removed ref to brief drop in availability, as suggested

Numbers are actually best/worst case weekly figures – I’ve always used these but have amended the wording, which hadn’t been picked up before.

I’ve left national rail lower case – its Network Rail that should have capitals?

Yes 6 Feb is BT’s date for Stage 2 Phase 2 but as this would require driver training in advance (and the date is risky) I’m not portraying it as that.

Stage 2 date – yes hopefully October but not absolutely hard wired to MOHS

Start of Stage 3 date – amended to Autumn 19 as suggested

Finally – Richard could you send me the latest version of the front part (the ‘CRL bit’) I didn’t get chance to glance through and it’s been deleted – thanks.

Kind regards and good hols to Sylvia

Howard

---

From: Mannah Sylvia [mailto:tfl.gov.uk]
Sent: 24 September 2018 10:44
To: Howard Smith; Lucy Findlay; Brown Andy (Corporate Affairs)
Cc: Adams Simon; Zavitz Richard
Subject: RE: Weekly note

Hi Howard,

Many thanks for your note. Please find it attached with some minor amends and some comments.

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From: Howard Smith [mailto:crossrail.co.uk]
Sent: 21 September 2018 16:11
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***************************************************************************
On a separate note, there were two actions for CRL following the Transport Committee – one was to confirm if there are any penalty clauses with Berkley Homes in relation to Woolwich station. The other was to about providing a monthly note to the Assembly which we discussed last week.

I'm not sure how the actions are being progressed on the CRL end but Heidi has asked for CRL to send the Committee a response this week. On the monthly note, as we discussed, it should follow the same process as the weekly note but we will send the final version for you to issue to the Committee. We’re discussing the best timeline for this and Richard will share it with you later in the week.

If you have any questions, then do let me know.

Thanks,
Sylvia

Lucy Findlay | Chief of Staff
Crossrail | 25 Canada Square, Canary Wharf, London, E14 5LQ
DD: [redacted] (Internal: Ext [redacted] | CS28GM01 | crossrail.co.uk)
MOVING LONDON FORWARD

Hi Sylvia
Re comment 1 – I don't think the meeting concluded a revised date for 5/2 commencement
Have a lovely holiday
Lucy
Subject: RE: Weekly note

Lucy Findlay | Chief of Staff
Crossrail | 25 Canada Square, Canary Wharf, London, E14 5LQ
DD:           (Internal: Ext M:           | CS28GM01 | crossrail.co.uk

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***********************************************************************************
Lucy,

Thank you very much for the note. Please find it attached with some minor amends and some comments. For info, I’m going to be on leave as of COP today and back in the office on Wednesday 3 Oct so Richard Z will pick up any additional comments that come up tomorrow and next week’s note.

Thanks,
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From: Lucy Findlay [mailto:crossrail.co.uk]
Sent: 24 September 2018 12:53
To: Mannah Sylvia; external howard Smith; Brown Andy (Corporate Affairs)
Cc: Adams Simon; Zavitz Richard
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Crossrail | 25 Canada Square, Canary Wharf, London, E14 5LQ
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Latest Draft BT Weekly, words on dynamic testing window to be completed Monday. Other comments Monday please.

Good weekend

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Subject: Weekly note

All,

Attached is the final version of the weekly note. Howard, Mike made some minor amends including amends to the BT section, but I’ve told his team that you’ve already shared it with BT so it’s only City Hall who have the amended version. The BT amends are in the second bullet point.

Thanks,

Sylvia
Lucy and Howard,

Thanks for the contributions. Attached is the version I will be sharing with Andy shortly.

Thanks,
Sylvia

---

From: Lucy Findlay [mailto:crossrail.co.uk]
Sent: 11 September 2018 11:36
To: Manannah Sylvia; Zavitz Richard; external howard Smith
Cc: Adams Simon
Subject: RE: Weekly note

Suggested text for 3.1

3.1 Dynamic Testing window number 10 took place on 7 September. Testing was reduced to a single day due to Network Rail (NR) overhead line works for Crossrail not being completed in time to enable transition testing on the interface of the Great Western. CRL has now agreed a plan with NR and stakeholders to enable completion of a minimum work scope for overhead line works during two nights this week to enable transition testing at low speeds to take place during test window 11 commencing 15 September.

Lucy

---

From: Zavitz Richard
Sent: 10 September 2018 16:17
To: Manannah Sylvia; Findlay Lucy; external howard Smith
Cc: Adams Simon
Subject: RE: Weekly note

Hi Lucy,

On the following point:

3.1 Dynamic Testing window number 10 took place on 7 September. Testing was reduced to a single day due to Network Rail (NR) works not being complete to enable transition testing on the interface of the Great Western or further transition testing on the Great Eastern.

Would you be able to provide clarity on what works were not complete and the reason why (for both the east and west transition)? Were NR doing these works directly for Crossrail or were they part of a wider work package?

Thanks
Richard

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From: Manannah Sylvia
Sent: 10 September 2018 15:37
To: Findlay Lucy; external howard Smith; Zavitz Richard
Cc: Adams Simon
Subject: RE: Weekly note

Lucy,

Thanks again for this. Now attached with some minor amends and a few questions from Steph and I,

Thanks,
Sylvia

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From: Lucy Findlay [mailto:crossrail.co.uk]
Here you go Sylvia – apologies for delay. You may want to include an intro line on what’s happened in terms of Autumn 2019 delivery since last briefing?

Lucy
Lucy Findlay | Chief of Staff
Crossrail | 25 Canada Square, Canary Wharf, London, E14 5LQ
DD: [redacted] (Internal: Ext [redacted] M: [redacted] | CS28GM01 | crossrail.co.uk
MOVING LONDON FORWARD

From: Mannah Sylvia [mailto:tfl.gov.uk]
Sent: 07 September 2018 16:45
To: Lucy Findlay; Howard Smith; Zavitz Richard
Cc: Adams Simon
Subject: Weekly note

Hi all,

Howard kindly reminded me about the weekly note. I’ve asked whether we need to produce it but I suspect the answer this time will be yes. Can I please have a draft by midday on Monday. Attached is the last version that was issued to them.

Thanks,

Sylvia
Sylvia Mannah
Transport for London | Senior Adviser to the Managing Director, London Underground
11B4 Palestra, 197 Blackfriars Road, London SE1 8NJ
Tel: [redacted] Ext: [redacted] Mob: [redacted] | E-mail: tfl.gov.uk
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Yes of course

H

Sent from my iPhone

On 11 Sep 2018, at 12:40, Mannah Sylvia <tfl.gov.uk> wrote:

Howard,
For the table at the end, can I put autumn 2019 for the launch of stage 3, it’s currently TBC.
Thanks,
Sylvia

On 10 Sep 2018, at 21:38, Howard Smith <crossrail.co.uk> wrote:

Andy, 
Thanks, I’d leave any further comment till we see how things progress - cautiously optimistic I’d say - but BT need to repeat the same as and when the FLU’s (9-cars) get running more miles.
Howard

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On 10 Sep 2018, at 21:29, Brown Andy (Corporate Affairs) <tube.tfl.gov.uk> wrote:

And makes sense re MDSAF, thanks. Should we make that clearer in the note and actually say we view it as pretty much success? Or will that be too generous to BT.
Andy

On 10 Sep 2018, at 20:45, Mannah Sylvia <tfl.gov.uk> wrote:

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Sent: 10 September 2018 09:52
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Cc: Adams Simon
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Thanks,
Sylvia

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Sent: 10 September 2018 09:47
To: external howard Smith; Mannah Sylvia; Findlay Lucy; Zavitz Richard
Cc: Adams Simon
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Thanks very much Howard -
I know you are swamped at
the moment!
Some minor suggested
tweaks tracked in the
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but also a question about
whether BT have now
missed the end-of-August
MDSAF target?
Andy

From: Howard Smith
[mailto:crossrail.co.uk]

Sent: 10 September 2018 08:44
To: Mannah Sylvia; Findlay Lucy;
Zavitz Richard; Brown Andy
(Corporate Affairs)
Cc: Adams Simon
Subject: RE: Weekly note

Draft Rolling Stock Weekly
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[mailto:tfi.gov.uk]
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Tel: [Redacted] Ext: [Redacted]
Mob: [Redacted] | E-mail: [Redacted]
tfl.gov.uk
www.tfl.gov.uk

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From: Mannah Sylvia
To: Brown Andy (Corporate Affairs); external howard Smith
Cc: Findlay Lucy; Zavitz Richard; Adams Simon
Subject: RE: Weekly note
Date: 11 September 2018 12:40:07

Howard,
For the table at the end, can I put autumn 2019 for the launch of stage 3, it’s currently TBC.
Thanks,
Sylvia

From: Brown Andy (Corporate Affairs)
Sent: 11 September 2018 07:20
To: external howard Smith
Cc: Mannah Sylvia; Findlay Lucy; Zavitz Richard; Adams Simon
Subject: Re: Weekly note
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Lucy

Lucy Findlay | Chief of Staff
Crossrail | 25 Canada Square, Canary Wharf, London, E14 5LQ
DD: [Internal: Ext ] | M: | CS28GM01 | crossrail.co.uk

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From: Mannah Sylvia [mailto:tfl.gov.uk]
Sent: 11 September 2018 11:01
To: Zavitz Richard; Lucy Findlay; Howard Smith
Cc: Adams Simon
Subject: RE: Weekly note

Lucy,

Thanks for the revised note. Do you have an update on Richard’s point below please?

Thanks,

Sylvia

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Sent: 10 September 2018 16:17
To: Mannah Sylvia; Findlay Lucy; external howard Smith
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Subject: RE: Weekly note

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Subject: RE: Weekly note

Lucy,

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Thanks,

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From: Lucy Findlay [mailto:crossrail.co.uk]
Sent: 10 September 2018 13:00
To: Mannah Sylvia; external howard Smith; Zavitz Richard
Cc: Adams Simon
Subject: RE: Weekly note

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Lucy,
Thanks again for this. Now attached with some minor amends and a few questions from Steph and I,
Thanks,
Sylvia

Lucy
Lucy Findlay | Chief of Staff
Crossrail | 25 Canada Square, Canary Wharf, London, E14 5LQ
MOVING LONDON FORWARD

From: Mannah Sylvia
Sent: 07 September 2018 16:45
To: Lucy Findlay; Howard Smith; Zavitz Richard
Cc: Adams Simon
Subject: Weekly note
Here all,
Howard kindly reminded me about the weekly note. I’ve asked whether we need to produce it but I suspect the answer this time will be yes. Can I please have a draft by midday on Monday. Attached is the last version that was issued to them.
Thanks,
Sylvia

Transport for London | Senior Adviser to the Managing Director, London Underground
11B4 Palestra, 197 Blackfriars Road, London SE1 8NJ
Tel: [masked] Ext: [masked] Mob: [masked] | E-mail: [masked] tfl.gov.uk
www.tfl.gov.uk

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**********************************************************************************************
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Here you go Sylvia – apologies for delay. You may want to include an intro line on what’s happened in terms of Autumn 2019 delivery since last briefing?

Lucy

Lucy Findlay | Chief of Staff
Crossrail | 25 Canada Square, Canary Wharf, London, E14 5LQ
DD: | Ext: | M: | CS28GM01 | crossrail.co.uk

---

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Howard,
Thanks for this. I've included some minor amends and a comment on Andy's version.
Thanks,
Sylvia

From: Brown Andy (Corporate Affairs)
Sent: 10 September 2018 09:47
To: external howard Smith; Mannah Sylvia; Findlay Lucy; Zavitz Richard
Cc: Adams Simon
Subject: RE: Weekly note

Thanks very much Howard - I know you are swamped at the moment!
Some minor suggested tweaks tracked in the attached - mostly to tighten up some techy language but also a question about whether BT have now missed the end-of-August MDSAF target?

Andy

From: Howard Smith [mailto: crossrail.co.uk]
Sent: 10 September 2018 08:44
To: Mannah Sylvia; Findlay Lucy; Zavitz Richard; Brown Andy (Corporate Affairs)
Cc: Adams Simon
Subject: RE: Weekly note

Draft Rolling Stock Weekly attached. Apologies for not circulating Friday night, comments today please.

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1184 Palestra, 197 Blackfriars Road, London SE1 8NJ
Tel: | Ext: | Mob: | E-mail: tfl.gov.uk
www.tfl.gov.uk

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From: Howard Smith
To: Mannah Sylvia; Findlay Lucy; Zavitz Richard; Brown Andy (Corporate Affairs)
Cc: Adams Simon
Subject: RE: Weekly note
Date: 10 September 2018 08:44:27
Attachments: Mayor-BT Chairmans Weekly 100918.docx

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Tel: [REDACTED] Ext: [REDACTED] Mob: [REDACTED] | E-mail: [REDACTED] tfl.gov.uk
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Tel: | Ext: | Mob: | E-mail: tfl.gov.uk
www.tfl.gov.uk

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Cross eyed tonight will do RSD Monday.
Howard

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Sent: 07 September 2018 17:29
To: Lucy Findlay; Howard Smith; Zavitz Richard
Cc: Adams Simon
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www.tfl.gov.uk

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Yes the commitment was by Heidi but City Hall have asked for the note to come from CRL. On Berkley homes, I think they said we would confirm.

From: Lucy Findlay [mailto: crossrail.co.uk]
Sent: 24 September 2018 17:15
To: Mannah Sylvia; Zavitz Richard
Cc: Gray James (Crossrail)
Subject: RE: Weekly note

Bit confused here – I thought the commitment to provide a monthly report was made by Heidi – are you asking that it is issued by CRL?

From the TfL transcript there doesn’t appear to be a follow up action regarding Berkeley homes “SW and DH said they are not aware of any penalty clauses with Berkley Homes in relation to Woolwich station.”

Lucy
Lucy Findlay | Chief of Staff
Crossrail | 25 Canada Square, Canary Wharf, London, E14 5LQ

On a separate note, there were two actions for CRL following the Transport Committee – one was to confirm if there are any penalty clauses with Berkley Homes in relation to Woolwich station. The other was to about providing a monthly note to the Assembly which we discussed last week.

I’m not sure how the actions are being progressed on the CRL end but Heidi has asked for CRL to send the Committee a response this week. On the monthly note, as we discussed, it should follow the same process as the weekly note but we will send the final version for you to issue to the Committee. We’re discussing the best timeline for this and Richard will share it with you later in the week.

If you have any questions, then do let me know.

Thanks,
Sylvia

From: Lucy Findlay [mailto: crossrail.co.uk]
Sent: 24 September 2018 15:51
To: Mannah Sylvia; external howard Smith; Brown Andy (Corporate Affairs)
Cc: Adams Simon; Zavitz Richard
Subject: RE: Weekly note

Sorry missed that one – I don’t believe that a specific date was agreed.

Lucy
Lucy Findlay | Chief of Staff
Crossrail | 25 Canada Square, Canary Wharf, London, E14 5LQ
Thanks Lucy. What about the second comment please?

From: Lucy Findlay [mailto:crossrail.co.uk]
Sent: 24 September 2018 13:55
To: Mannah Sylvia; external howard Smith; Brown Andy (Corporate Affairs)
Cc: Adams Simon; Zavitz Richard
Subject: RE: Weekly note

Hi Sylvia

Re comment 1 – I don’t think the meeting concluded a revised date for 5/commencement
Have a lovely holiday
Lucy

Lucy Findlay | Chief of Staff
Crossrail | 25 Canada Square, Canary Wharf, London, E14 5LQ
DD: (Internal: Ext M: | CS28GM01 | crossrail.co.uk
MOVING LONDON FORWARD

From: Mannah Sylvia [mailto:tfl.gov.uk]
Sent: 24 September 2018 13:07
To: Lucy Findlay; Howard Smith; Brown Andy (Corporate Affairs)
Cc: Adams Simon; Zavitz Richard
Subject: RE: Weekly note

Lucy,

Thank you very much for the note. Please find it attached with some minor amends and some comments. For info, I’m going to be on leave as of COP today and back in the office on Wednesday 3 Oct so Richard Z will pick up any additional comments that come up tomorrow and next week’s note.

Thanks,
Sylvia

Lucy

From: Lucy Findlay [mailto:crossrail.co.uk]
Sent: 24 September 2018 12:53
To: Mannah Sylvia; external howard Smith; Brown Andy (Corporate Affairs)
Cc: Adams Simon; Zavitz Richard
Subject: RE: Weekly note

Lucy

From: Mannah Sylvia [mailto:tfl.gov.uk]
Sent: 24 September 2018 10:44
To: Howard Smith; Lucy Findlay
Cc: Hughes David (Director of Strategy and Network Development); Price Amanda; Adams Simon; Zavitz Richard; Tucker John
Subject: RE: Weekly note

Hi Howard,

Many thanks for your note. Please find it attached with some minor amends and some comments.

Thanks,
Sylvia

From: Howard Smith [mailto:crossrail.co.uk]
Sent: 21 September 2018 18:58
To: Mannah Sylvia; Findlay Lucy; Brown Andy (Corporate Affairs)
Cc: Adams Simon; Zavitz Richard
Subject: RE: Weekly note

Here you go...
Howard

From: Mannah Sylvia [mailto:tfl.gov.uk]
Sent: 21 September 2018 16:11
To: Howard Smith; Lucy Findlay
Cc: Hughes David (Director of Strategy and Network Development); Price Amanda; Adams Simon; Zavitz Richard; Tucker John
Subject: RE: Weekly note

Thanks Howard.
A gentle reminder for you’re the next version of the briefing please. If you can’t get it to me today, then first thing on Monday please.

Thanks,

Sylvia

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All,
To confirm, no note is required for this week but as you can imagine, there will be requests for briefings so please be on standby to help.

Thanks,
Sylvia

From: Lucy Findlay [mailto: crossrail.co.uk]
Sent: 31 August 2018 16:32
To: Mannah Sylvia
Cc: external howard Smith; Hughes David (Director of Strategy and Network Development); Zavitz Richard; Adams Simon; Price Amanda; Tucker John
Subject: Re: Weekly update note

Thanks Sylvia. I’ll be back in office Monday morning.

On 31 Aug 2018, at 11:27, Mannah Sylvia <tfl.gov.uk> wrote:

Welcome back Howard.
I’m trying to get us out of it but I’m awaiting confirmation.

From: Howard Smith [mailto: crossrail.co.uk]
Sent: 31 August 2018 16:26
To: Mannah Sylvia
Cc: Findlay Lucy; Hughes David (Director of Strategy and Network Development); Zavitz Richard; Adams Simon; Price Amanda; Tucker John
Subject: Re: Weekly update note

Sylvia,
Dare I ask if we are required to do a report this week? Obviously there have been a number of diversions today as well as a lot of info - but if it’s needed will produce a rolling stock report first thing Monday (very little new from this week, I believe).

Kind regards
Howard

Sent from my iPad

On 29 Aug 2018, at 16:41, Mannah Sylvia <tfl.gov.uk> wrote:

Hi all,
With thanks to Richard and Phil, attached is the final version of this week’s note.

Thanks,
Sylvia

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Hi both,

Please see attached this week's briefing note on Crossrail.

Apologies in the delay in getting this over to you.

Kind regards

Stephanie Doyne
Corporate Affairs Manager | Corporate Affairs
11th floor (Y8), Palestra, 197 Blackfriars Road, London SE1 8NJ | Email: tfl.gov.uk
Hi both,

Please see attached this week's briefing note on Crossrail.

Apologies in the delay in getting this over to you.

Kind regards

Stephanie

Stephanie Doyne
Corporate Affairs Manager | Corporate Affairs
Phone: [Redacted] (auto) | Mobile: [Redacted]
11th floor (Y8), Palestra, 197 Blackfriars Road, London SE1 8NJ |
Email: tfl.gov.uk
Hi Andy,

Please see attached the most current note for the weekly update. Let me know if you have any comments.

Kind Regards

Stephanie

Stephanie Doyne
Corporate Affairs Manager
Customers, Communication and Technology
Palestra (11th Floor, 11Y8) | 197 Blackfriars Road | London SE1 8NJ
Phone: | Auto: | Mobile: |
The note for review.

Sylvia Mannah
Transport for London | Senior Adviser to the Managing Director, London Underground
11B4 Palestra, 197 Blackfriars Road, London SE1 8NJ
Tel: [Redacted] Ext: [Redacted] Mob: [Redacted] | E-mail: [Redacted] tfl.gov.uk
www.tfl.gov.uk
Current version. Lucy will update it shortly. Let me know if you have any comments asap.
I’m in a 2 hour meeting for now so for speed, please find the document attached.
Richard,
Attached is the latest version. I'm just waiting for Howard's final note and we can get this to Steph.
Thanks,
Sylvia
With my comments.
All,

Attached is the final version of the weekly note. Howard, Mike made some minor amends including amends to the BT section, but I've told his team that you've already shared it with BT so it's only City Hall who have the amended version. The BT amends are in the second bullet point.

Thanks,
Sylvia

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Hi all,

Please find attached the final version of the weekly note. As always, thanks for your contributions. Can I please have the next draft by 2pm tomorrow.

Many thanks,

Sylvia

Sylvia Mannah

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