

Project Change Request Form

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36 / PCRf No._____

Document Reference Numbers: 146119-NWR-AA_000-ZZZ-CHG-MPM-000004

REV P02

07/04/2020

Change Owner: [REDACTED], Senior Sponsor, ONS North

Originating Team: On Network Section - North

Prepared By: [REDACTED] Risk & Value Lead ONS

1. Change Headline




The new option moves the locations of the new highways overbridge, to re-provide access following the closure of Windmill lane level crossing, just south of Cadmore Lane (North of Windmill Lane) to over the Southern end of Cheshunt Station.

This change is being recommended following the granting of outline planning permission for the Cheshunt Lakeside development by Broxbourne Council and the inability to optimise a solution which integrates with rather than clashes with the proposed development.

1.1 Change Impact Summary

increased or new impact altered impact reduced impact no impact

⬆ increase ⬇ decrease ➡ no change

 <p>Scheme Development (2.1)</p>	Land Take	⬆1 residential ⬇4 commercial	COS↔ONS Interfaces	3 rd Party Interfaces
	Safeguarding ➡		⬇ Operations Concept / Maintenance Strategy	
	Stakeholders ⬇		Functional Requirements	
	⬇ Environment		Sponsor Requirements	
 <p>Commercial & Controls (2.2)</p>	Cost ⬇ £0.4m		Growth & Development	
	Risk		Commercial Development	
	Schedule		Transport Planning	
	Current Budget		Benefits	Affordability
		 <p>Business Case & Funding (2.3)</p>		

1.1.1 Summary of impacts as a result of this change:

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

Option L7 has a decrease in land take compared with Option L6 notably in the Cadmore Lane/Delamare Road area. The value of this property is [REDACTED] based on the property values and numbers in the on-network property cost estimate, these were valued prior to the outline planning application being granted. Should this change be rejected and the value of the properties requiring acquisition is expected to increase as a result of the property development being granted and delivered in advance of Crossrail 2 gaining powers.

Option L7 significantly reduces the impact on Cheshunt Lakeside development and therefore reduces the risk of a legal challenge to the Crossrail 2 safeguarding proposals, this also responds to the communicated clear preference for a southern option from Broxbourne Borough Council. Moving from Option L6 to L7 moves the option away from what is currently a commercial/industrial area to a residential area with significant visual impact (including overlooking) and noise nuisance due to the elevated road immediately adjacent to residential dwellings

Option L7 overall reduces environmental effects. There is a reduction of almost 14k m² required from the Lea Valley Regional Park compared to Option L6. Much reduced permanent infrastructure within flood zone 3 for Option L7. However, Option L7 requires the felling of four TPO trees and protected species within the LVRPA have been sighted.

Option L7 changes the integration with local roads and increases conflicts in the station forecourt. Further assessments of integration and safety impacts on station forecourt need to be carried out in future design stages.

Option L7 will require possessions when the central pier of the bridge structure requires maintenance and inspection. There will also be a serious negative impact on the provision of adequate car parking which is reduced by c. 100 spaces and will likely generate considerable local opposition

The risks that the proposed solution proves unacceptable to stakeholders and that all additional land / property cannot be purchased are both partially mitigated by adopting option L7 as it no longer impacts on the Cheshunt Lakeside masterplan and therefore reduces the risk of a legal challenge to the CR2 safeguarding proposals

However new elements will be introduced to the risk that the proposed solution proves unacceptable to stakeholders, these are the potential increased stakeholder objections from the residential area south of the station and loss of car parking spaces.

Furthermore, a new risk arises that additional land of a commercial nature will be required permanently if access to units 1 and 2 Station Approach, EN8 9AQ to the south of the station car park cannot be maintained throughout construction.

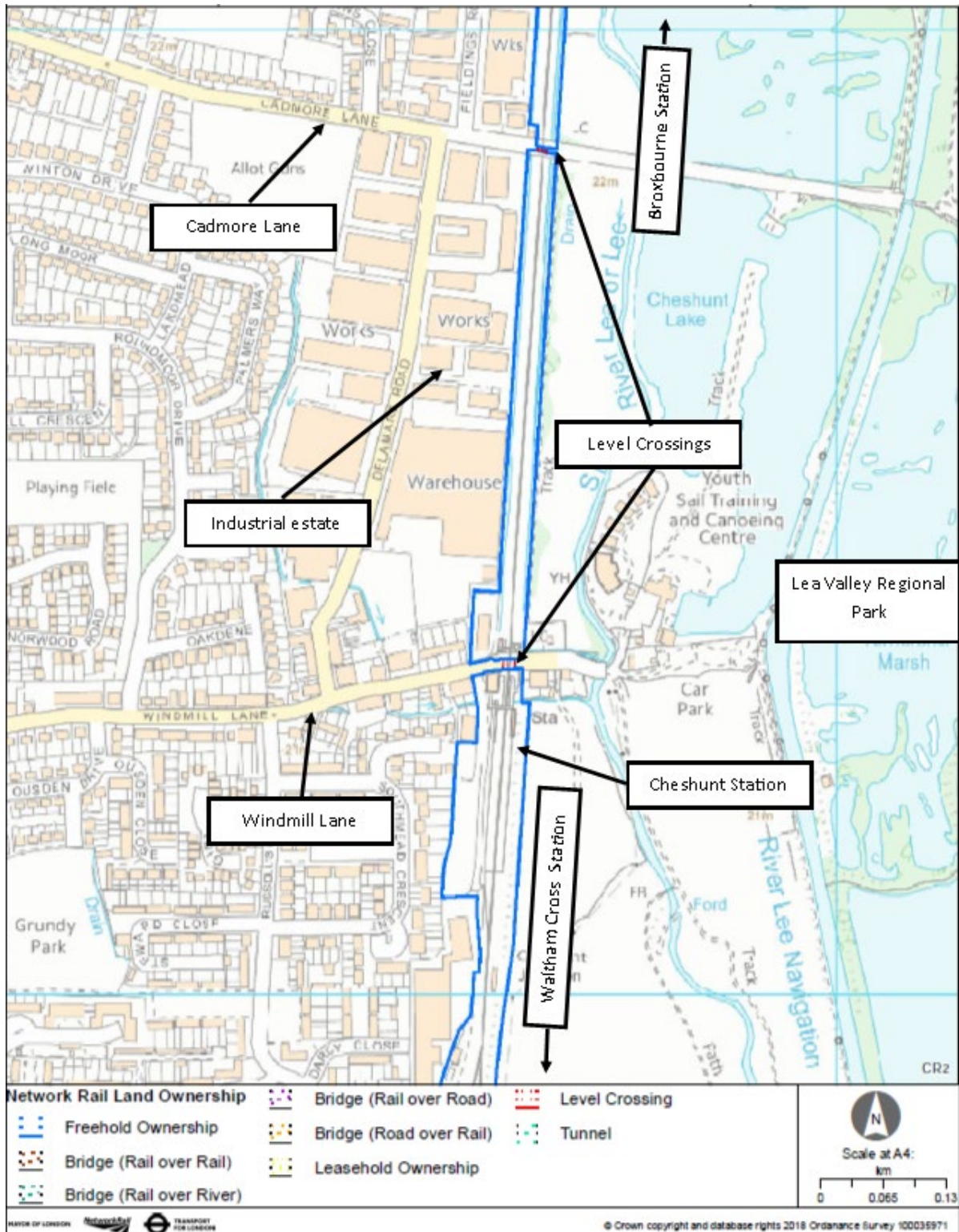
Option L7 significantly reduces the impact on the Cheshunt Lakeside masterplan and pre-submission Local Plan. The potential direct impact to the development, based on the outline planning, has been identified as a loss of 218 residential units & 3,610 sqm of commercial space. Option L7 does limit the options to develop the station carpark area.

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

1.1.2 Description and purpose of the change

Figure 1: Context and surrounding area



Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

Windmill Lane Level Crossing, located immediately North of Cheshunt station, needs to be closed to safely operate CR2 achieving the CR2 Train Service Specification (TSS).

The previous option (L6) provides a rail overbridge North of the existing level crossing, with a Western tie-in to Cadmore Lane and Eastern tie-in to Windmill Lane. It also includes a link for pedestrians from the overbridge to Cadmore Lane (east). Option L6 requires significant land take on the Western side of the railway from an industrial zone that has been designated part of the Cheshunt Lakeside masterplan and pre-submission Local Plan.

The land north of Windmill Lane and West of the railway line is currently occupied by Network Rail for the Cheshunt Maintenance Depot, while to the South is Cheshunt Station carpark. To the East of the site is the Lee Valley Regional Park, including the Small River Lea, River Lee Navigation and Turnershill Marsh. To the West is a mix of two storey detached and semi-detached residential properties as well as a number of commercial properties. The wider area is moderately built up with most of the housing appearing to have been constructed between 1930 - 1970. Between Windmill Lane and Cadmore Lane to the north, the land on the west of the railway is mainly occupied by large commercial/industrial/retail properties.

The Crossrail 2 project team began engagement with Broxbourne District Council in 2015 presented various concept options for the proposed closure of Windmill Lane level crossing to council officers, including concepts for a new road bridge over the railway to the north and to the south of the existing level crossing. The team have repeatedly suggested to the council that the preferred approach is to work with the council to develop an option, which integrates with the surrounding area to retain the key linkage the level crossing currently provides into the Lea Valley Regional Park.

With planning permission for the site now granted (and no provision for a road crossing included) it will no longer be possible to develop a northern crossing option without impacting on the planning consent. Therefore the project team have taken the view that in granting the planning permission, the Council has expressed its view that it is supportive of a southern option only and that work to refine a northern option should therefore not be continued. A letter stating this, dated 17 February, has been sent to Broxbourne; this and a full record of engagement on this issue can be found on our CRM database.

The new option (L7) provides a rail overbridge South of the existing level crossing spanning over the southern end of Cheshunt station tying into Windmill Lane on both the eastern and Western sides of the Railway. To facilitate construction of L7 the station car park will need to be used as a worksite. In the final state it will be reinstated with the loss of C.100 parking spaces. Option L7 eliminates the impact on the Cheshunt Lakeside development and pre-submission Local Plan.

It is worth noting that at the time of this change paper, option L6 has been through more design development and assurance than option L7, which is evidenced by the detail in the images below, and why there are not 'like for like' images for each option at this stage. Further, land boundaries are currently based on an initial indicative assessment of requirements for construction.

The Northern Option (Option L6) design proposal can be summarised as follows:

1. Acquire industrial land to the West of the rail corridor and demolish existing buildings.

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

2. Construction of new highways overbridge immediately South of Cadmore Lane spanning the rail corridor.
3. Highways bridge tied into Cadmore Lane on the Western side of the railway.
4. New highway constructed at grade to tie highways over bridge into Windmill Lane of the Eastern side of the railway.
5. Staircase constructed to tie new highways overbridge into Cadmore Lane on the West of the highway to provide pedestrian access.
6. New road constructed underneath new highways over bridge on the Western side of the rail corridor to tie Cadmore Lane into the industrial park to the north of Cheshunt Station.
7. Existing Windmill Lane level crossing closed with vehicular traffic diverted over the new highways over bridge.
8. Pedestrian access across the railway at Windmill Lane level crossing maintained through new stairs / lifts provided as part of Cheshunt Station works.

The Southern Option (Option L7) design proposal can be summarised as follows:

9. Cheshunt Station car park temporarily acquired as a construction worksite.
10. Construction of new highways over bridge immediately South of Cheshunt Station spanning the rail corridor and avoiding conflict with Cheshunt Lakeside development site.
11. Highways bridge tied into Windmill Lane on both the Eastern and Western side of the railway.
12. Existing Windmill Lane level crossing closed with vehicular traffic diverted over the new highways over bridge.
13. Pedestrian access across the railway at Windmill Lane level crossing maintained through new stairs / lifts provided as part of Cheshunt Station works.
14. Cheshunt Station car park reinstated with loss of C. 100 spaces.

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

Northern Road Bridge (L6)

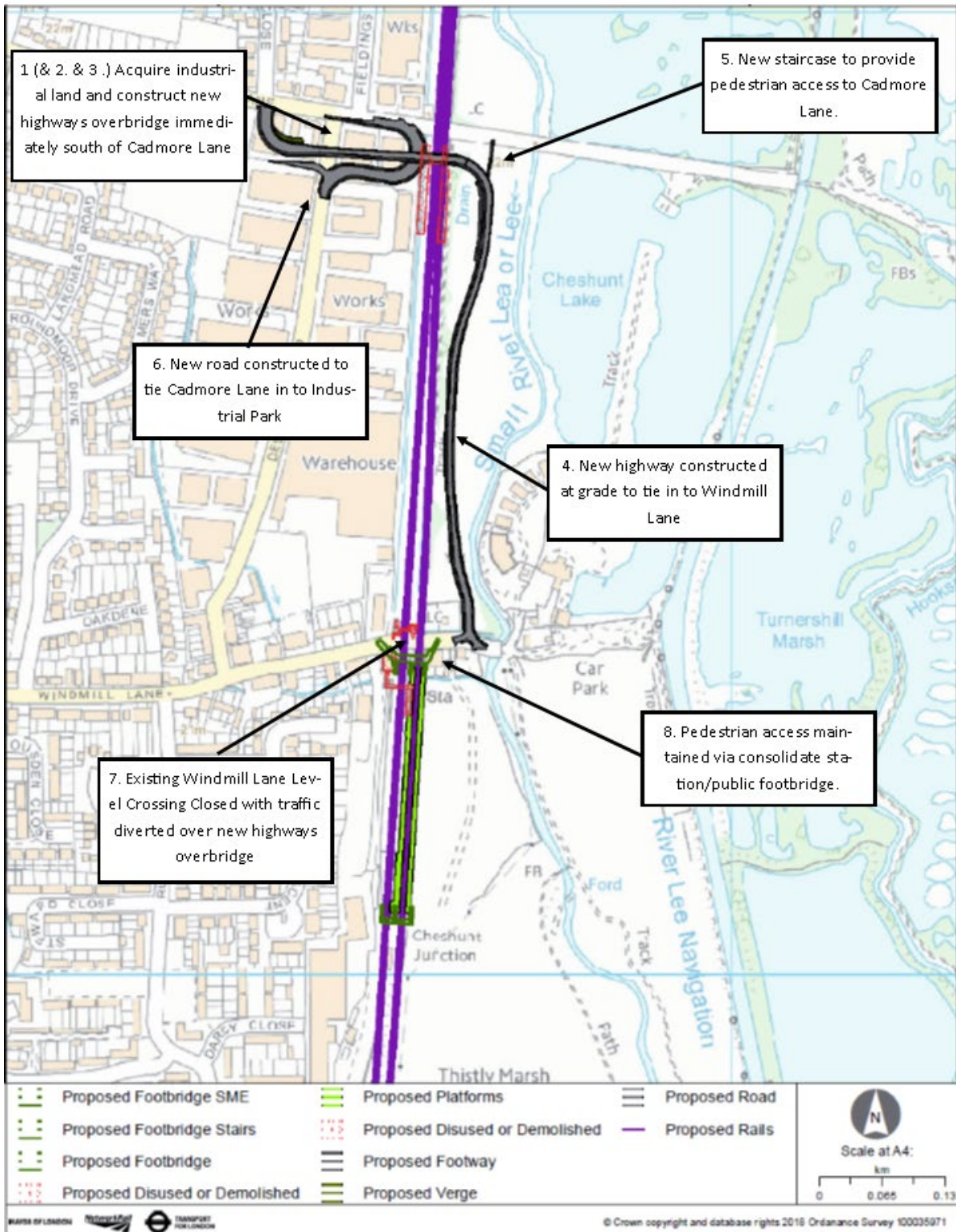


Figure 2: Option L6 key infrastructure features

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

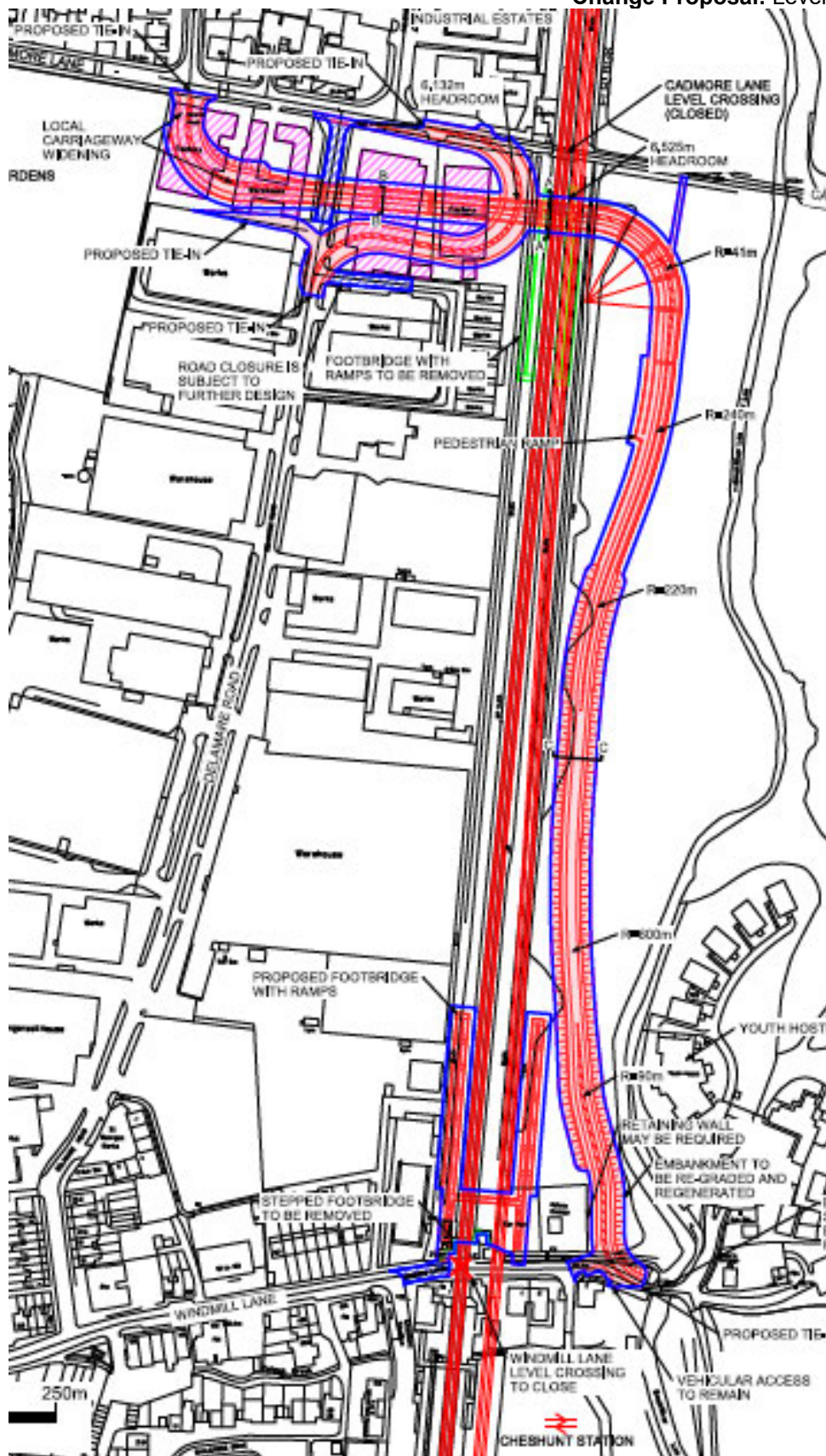
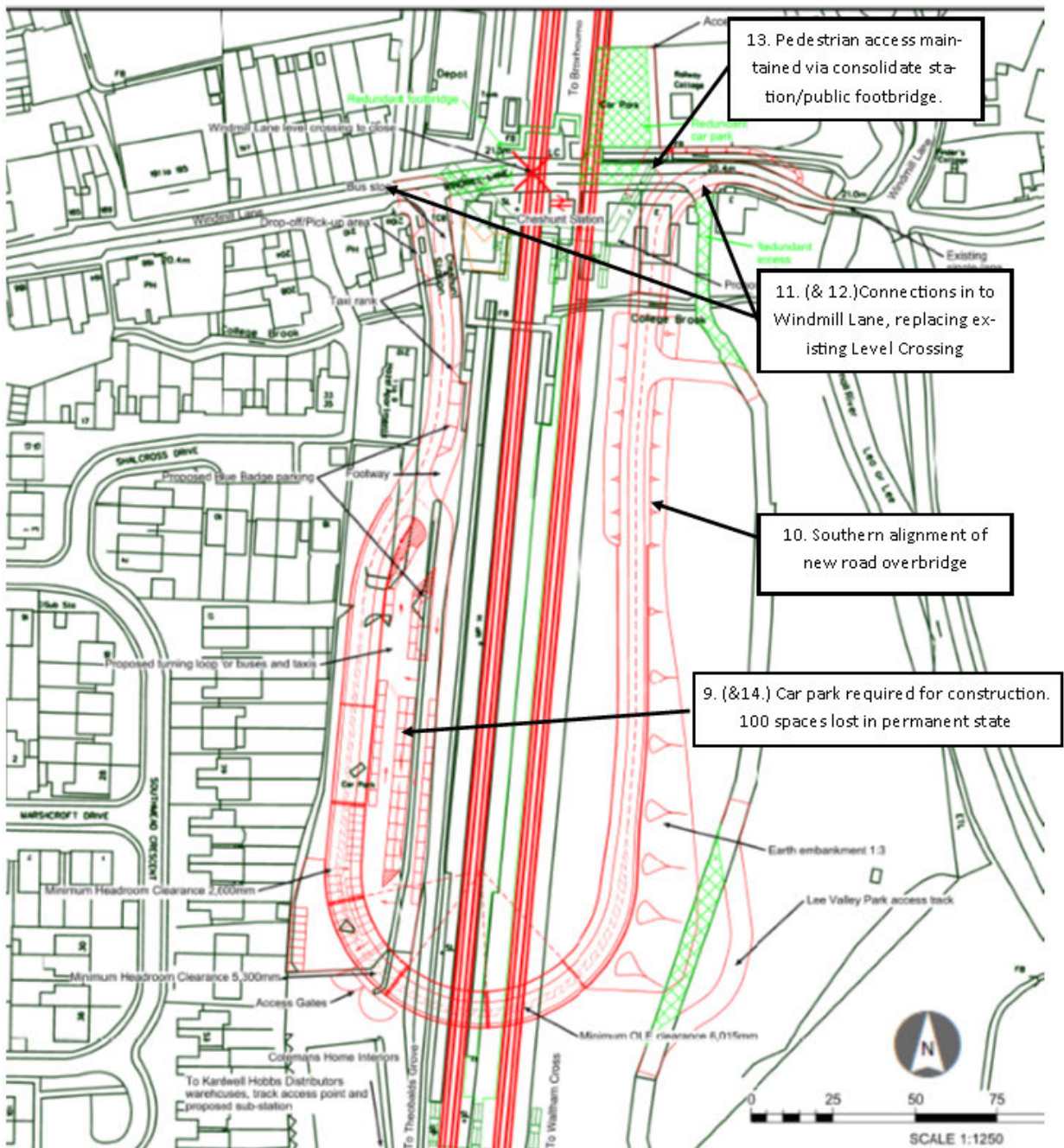


Figure 3: Option L6 engineering features

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

Southern Road Bridge (L7)






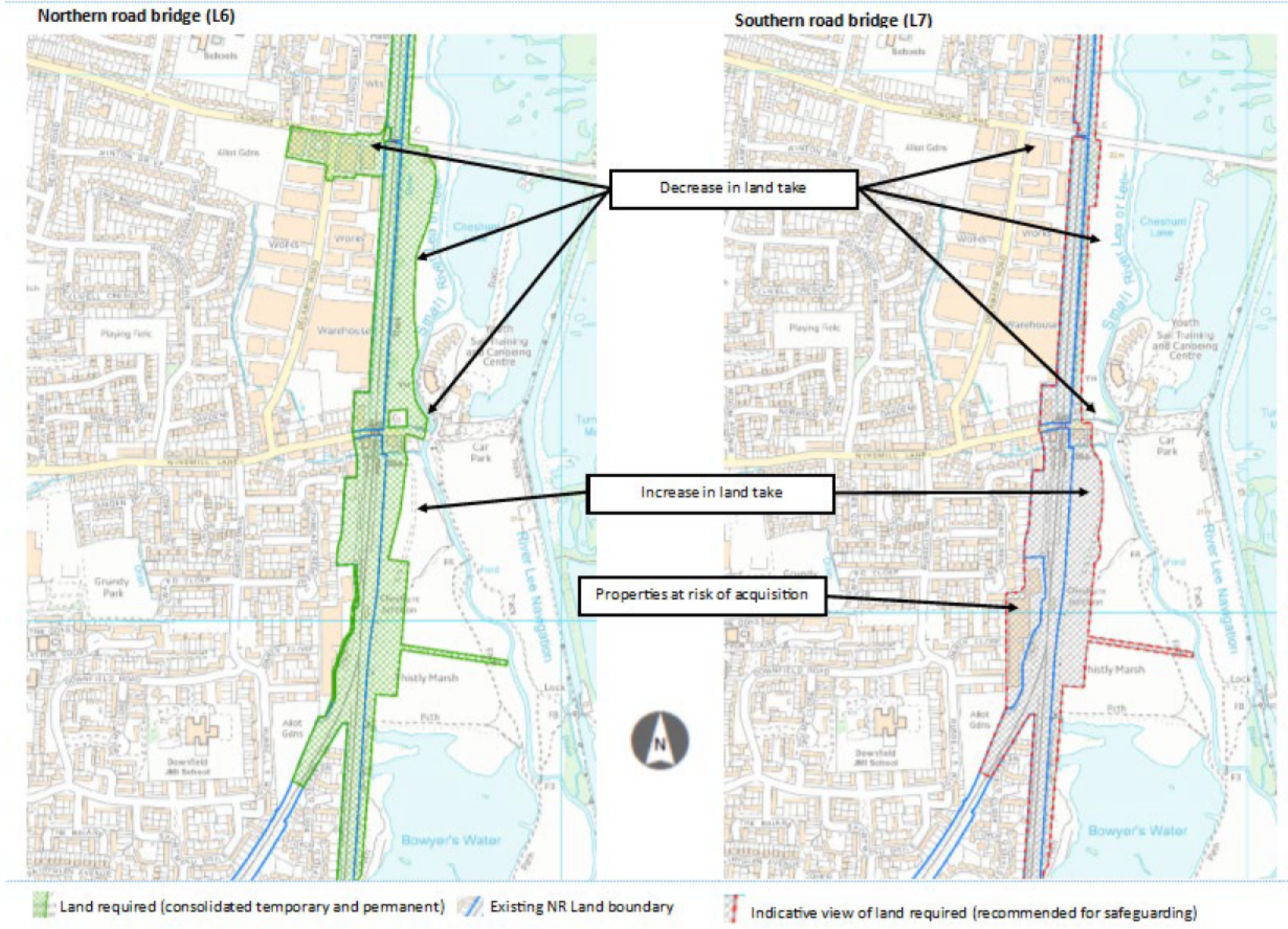
-  Proposed road alignment
-  Proposed footbridge
-  Proposed removal

Figure 4: Option L7 infrastructure key features

Project Change Request Form



Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

Figure 5: Option L6 to L7 key comparisons of land take



Project Change Request Form

1.1.3 Alternatives considered

1. Keep Windmill Lane level crossing open – This was discounted as the existing level crossing can not be safely operated whilst achieving the CR2 TSS.
2. Provide road bridge between Cadmore Lane and Windmill lane – This option reduces the length of road through Lee Valley Regional Park but has a greater impact on Cheshunt Lakeside development
3. Develop an optimised version of L6 which integrates with Cheshunt Lakeside development – this option was not progressed due to lack of engagement from Broxbourne Council & Cheshunt Lakeside developers
4. Retain option L6 as the base case – This will not eliminate the conflict with the Cheshunt Lakeside development and pre-submission Local Plan.

1.1.4 Consequences if change is rejected

1. The conflict with the Cheshunt Lakeside masterplan and pre-submission Local Plan will be retained in the base case.

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

Review and Approvals

To be completed as each submission step is taken and approval is gained.

1.1.5 Engineering Review (only required for a scheme design change proposal)

Engineering Review conducted by [REDACTED] Programme Engineering Manager

It is recognised that L7 has not been developed to the same level as L6 hence it is recommended that the design be matured followed by a second review against the stated impacts to test the L7 option on a more comparable state.

I have reviewed the change proposed and am satisfied that the technical implications have been sufficiently assessed.

[REDACTED]

Designated Project Engineer, Network Rail

Comments: See comment above

Signed: _____ Date: _____

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

1.1.6 LEVEL 1 Change Approval:

Level 1 Change Forum: Endorsed at ONS change panel _ **Meeting** held 16 Jan 20:

I am satisfied that the change has been sufficiently assessed and the option indicated in this paper is the optimal course of action to be taken. Tick the ONE that applies:

Approved as a Level 1 change, OR

Endorsed and Escalated to Level 2

**For ONS changes, more than one signature will be required below, refer to APPENDIX 'List of Signatories'*

Level 1 Change Owner [REDACTED] **Lead Sponsor:**

Comments, if any:

Signed: _____ Date: _____

ONS Programme Manager: [REDACTED] **Programme Manager**

Comments, if any:

Signed: _____ Date: _____

*Minutes from this meeting are attached to this form as the official record of the decision.

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

1.1.7 LEVEL 2 Change Approval:

Approved at **Scheme Development Steering Group** held DD-MMM-YY.

*Tick the Level 2 Managers, who attended the Level 2 change meeting,
OR name their representative who attended:*

[REDACTED] Lead Programme Development Manager Crossrail 2, Network Rail /
Rep. Name, Job Title

[REDACTED] Head of Scheme Development, COS / Rep. Name, Job Title

[REDACTED] Head of Commercial & Controls / Rep. Name, Job Title

[REDACTED] Head of Planning (Business Case & Funding) / Rep. Name, Job Title

*Minutes from this meeting, including any comments captured, will be attached to this form.

***I am satisfied that the change has been sufficiently assessed and the option indicated
in this paper is the optimal course of action to be taken.***

Comments: (if any)

[REDACTED] Managing Director of Crossrail 2

Signed: _____ Date: _____

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

2. Change Impact Assessment



2.1 Scheme Development

2.1.1 Land Take

Does the change impact the land take, and / or affected 3rd parties of the scheme?

Yes – There is a decrease in the land take from the original northern option comprising interests at Cadmore Lane/Delamare Road of an estimated value of £6,265,000.00. Option L7 requires 7,316 sq m of land acquisition from LVRP (in addition to that already identified for the station and four tracking work) compared to 21,274 sq m in option L6. This excludes the land required for the additional worksite at Cadmore Lane.

The Station car park (c.100 spaces) will be permanently required for the new road bridge, therefore there will be a loss of station parking.

There is a risk that further land take to the rear of the gardens of properties on Southmead Crescent is required

However it should be noted that there is a risk that additional land of a commercial nature will be required permanently if access to units 1 and 2 Station Approach, EN8 9AQ to the south of the station car park can not be maintained throughout construction at an estimated value of [REDACTED]

I've been consulted and am satisfied that the impacts have been sufficiently assessed above.

Lyndsey Wheater, Surveyor:

Signed:

2.1.2 Safeguarding

Is the change accommodated within the CR2 Limits of Safeguarding and/or Area of Surface Interest?

The ONS is not currently safeguarded however, Option L7 is currently included within the proposed safeguarding plans.

I've been consulted and am satisfied that the impacts have been sufficiently assessed above.

[REDACTED] Safeguarding Manager:

Signed:

2.1.3 Stakeholders

Does the change impact scheme stakeholders (beyond those already identified in the land take impacts assessed in 2.1.1)?

Yes – Option L7 no significantly reduces the impact on the Cheshunt Lakeside masterplan and therefore reduces the risk of a legal challenge to the CR2 safeguarding proposals. This also responds to the communicated clear preference for a southern option from Broxbourne Borough Council.

Significant visual impacts (including overlooking) and noise nuisance are very likely due to elevated road immediately adjacent to residential dwellings and need to clear existing screening vegetation.

Is the change associated with undertakings or assurance given to a stakeholder?

No

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

I've been consulted and am satisfied that the impacts have been sufficiently assessed above.

Senior Consultation & Engagement Manager:

Signed:

2.1.4 Environment

Would the change introduce a new significant environmental effect, or worsen an existing environmental effect?

–No. From an environmental perspective, Option L7 overall reduces environmental effects. Approx. 7,000m² of land acquisition is required from the LVRPA with Option L7 compared to approx. 22,000m² with Option L6. Loss of land designated as HPI is broadly similar between the options. Much reduced permanent infrastructure within flood zone 3 for Option L7. However, Option L7 requires the felling of four TPO trees and protected species within the LVRPA have been sighted. Landscape and visual impacts from the two options are expected to be broadly similar.

I've been consulted and am satisfied that the impacts have been sufficiently assessed above.

Environment & Consents Manager:

Signed:

2.1.5 Technical Interfaces

a) If the change originates from COS Scheme Design, describe the nature of the impact of the change on any aspect of the **On Network Section's** proposed works.

b) If the change originates from ONS Scheme Design, describe the nature of the impact of the change on any aspect of the **Central Operating Section's** proposed works.

No Impact.

I've been consulted and am satisfied that the impacts have been sufficiently assessed above.

Lead Sponsor:

Signed:

Change Owner to complete the following assisted by the relevant ONS / COS Sponsor named above:

Indicate if the change impacts existing technical interfaces with 3rd parties, including a modification to any formal agreement with partners (e.g. Network Rail, London Underground).

Yes – Changes integration with local roads. Increases conflicts in station forecourt. Further assessments of integration and safety impacts on station forecourt need to be carried out in next design stage.

I've been consulted and am satisfied that the impacts to existing Network Rail / London Underground operational railway infrastructure and / or Surface Transport integration have been sufficiently assessed above:

Emma-Jane Kirtland, Lead Sponsor:

Co-signed:

Lead Sponsor:

Co-signed:

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

2.1.6 Operations and Maintenance

Does the change impact the operational concept and maintenance strategy?

No, this option does not change the operational concept and maintenance strategy. Possessions will be required to enable inspection of the bearings on the central pier of the bridge.

However this proposal has a serious negative impact on the provision of adequate car parking space and is likely to generate considerable local opposition to the point at which it becomes untenable to implement.

I've been consulted and am satisfied that the impacts have been sufficiently assessed above.

Operations & Maintenance:

Signed:

2.1.7 Functional Requirements

Does the change involve an alteration to the scheme requirements, or does it involve a concession against these requirements? *Scheme requirements in this context refer to any requirement that is not a Sponsors Requirement. The impact to Sponsor Requirements is assessed separately below*

No.

I've been consulted and am satisfied that the impacts have been sufficiently assessed above.

Lead Sponsor:

Signed:

2.1.8 Sponsor Requirements

Does the change involve an alteration to the Level 1 Sponsor Requirements, or does it involve a concession against these requirements?

No This Change Request is consistent with the current version of the draft Sponsor Requirements (CR2FC-CR201-MAC-U001-SG-Z-0000228 version P03).

I've been consulted and am satisfied that the impacts have been sufficiently assessed above.

Lead Sponsor:

Signed:



2.2 Commercial and Controls

2.2.1 Cost

Does the change increase, reduce or alter the Master Control Estimate 'List of Features'?

Yes – There is a Master Control Estimate decrease of £0.4m resulting from this change (Q1 2019 Price Base).

	Option L6 - (GRIP1 2018)	CR29	Option L6 – (CR29)	CR36	Option L7 – (CR36)
Works	£36,219,904	-£6,309,840	£29,910,065	£6,309,935	£36,220,000
Land	£7,286,598	-	£7,286,598	-£6,698,538	£588,060

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

Total	£43,506,502	-£6,309,840	£37,196,663	-£388,603	£36,808,060
--------------	--------------------	--------------------	--------------------	------------------	--------------------

- All figures in Q1 2019 Price Base.
- Option L6 Works Costs inflated from Q3 2015 to Q1 2019 using RPI (times by 1.09641)
- Option L6 & L7 Land & property costs inflated from Q3 2015 to Q1 2019 using HPI (times by 1.0692 [Provided by CR2 Programme Team])

Does the change impact the operating cost of the scheme?

Yes – A minor increase in operating costs will be incurred due to the increased complexity of the structures.

I've been consulted and am satisfied that the impacts have been sufficiently assessed above.

██████████ Cost Estimating Support:

Signed:

2.2.2 Risk

Does the change reduce or alter any scheme risks or opportunities in the 'Project Risk Register'?

Yes – The following identified risks will be partially mitigated by adopting option L7 as it no longer impacts on the Cheshunt Lakeside masterplan and therefore reduces the risk of a legal challenge to the CR2 safeguarding proposals.

146119-N-P2-0086 – The proposed solution at Windmill Lane Level Crossing proves unacceptable to stakeholders.

146119-N-P2-0001 – All additional land / property required along the CR2 route cannot be purchased.

However, new elements will be introduced to 146119-N-P2-0086 – The proposed solution at Windmill Lane Level Crossing proves unacceptable to stakeholders. (1) The risk of stakeholder objections will increase to the South of the station as a result of the significant visual impacts (including overlooking) and noise nuisance due to elevated road immediately adjacent to residential dwellings and need to clear existing screening vegetation. (2) Additionally, the proposed solution may be unacceptable due to the consequential loss of station parking spaces (c. 100 nos) which may drive redesign to provide alternative parking in the area or undermine the design option.

Furthermore, a new risk arises that additional land of a commercial nature will be required permanently if access to units 1 and 2 Station Approach, EN8 9AQ to the south of the station car park cannot be maintained throughout construction, at an estimated value of

Does the change reduce or alter any current (Development) Phase risks or opportunities?

No.

I've been consulted and am satisfied that the impacts have been sufficiently assessed above.

██████████ Risk Manager:

Signed:

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

2.2.3 Schedule

Does the change impact the Scheme Construction & Commissioning Programme or the 'Master Control Schedule' anchor milestones?

No – However, the local construction duration will be longer than L6 with additional interfaces to be managed with Cheshunt station operation, Cheshunt station works, and four tracking works during construction.

Does the change impact any supplier programmes?

No.

I've been consulted and am satisfied that the impacts have been sufficiently assessed above.

Project Manager ONS Signed:

Does the change impact the Hybrid Bill Delivery programme?

No.

I've been consulted and am satisfied that the impacts have been sufficiently assessed above.

Commercial & Controls Signed:

2.2.4 Current Budget

Does the change impact the current (Development) Phase budget?

No.

What is the source of any budget to be allocated to cover the cost of the change?

N/A.

I've been consulted and am satisfied that the impacts have been sufficiently assessed above.

Commercial Manager:

Signed:



2.3 Business Case and Funding

2.3.1 Growth and Development

Does the change impact upon the growth opportunities of the scheme?

It reduces the impact on Cheshunt Lakeside development but prohibits a redevelopment of the station car park.

Is the change likely to impact upon the ability to integrate infrastructure with the wider area?

Yes – Option L7 significantly reduces the impact on the Cheshunt Lakeside masterplan and pre-submission Local Plan. The potential direct impact to the development, based on the outline planning, has been identified as a loss of 218 residential units & 3,610 sqm of commercial space

It also reduces the impact on the youth hostel, However, impact of adjoining properties at Southmead Crescent is increased

I've been consulted and am satisfied that the impacts have been sufficiently assessed above.

Growth and Development:

Signed:

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

I've been consulted and am satisfied that the impacts to urban realm on the Central Operating Section have been sufficiently assessed above:

Urban Design:

Co-signed:

2.3.2 Commercial Development

Does the change impact on the commercial opportunities of the scheme?

Yes. Cheshunt station car park will not be available for development anymore.

Are any locations of particular development interest impacted by the change?

No.

I've been consulted and am satisfied that the impacts have been sufficiently assessed above.

Property Development Adviser:

Signed:

2.3.3 Transport Planning Impacts During Construction

Does the change affect the transport impacts of the scheme?

Yes – The diversion around station for road users travelling along Windmill Lane to and from the area east of the railway will be reduced compared to the previous option.

More disruption to the station is anticipated during construction due to the interface with the station parking and additional possessions are likely to be required to deliver L7.

Temporary loss of station parking and permanent loss of approx. 100 parking spaces (c.60%) at one of the key CR2 stations on WAML.

I've been consulted and am satisfied that the impacts have been sufficiently assessed above.

Transport Adviser:

Signed:

2.3.4 Scheme Benefits and Value for Money

Does the change have an impact on scheme benefits?

There is potentially a marginal increase in scheme benefits compared with L6 as the road diversion in L7 is shorter. Highway modelling would be required to confirm this and will be undertaken at the appropriate stage of design development.

Does the change impact the affordability of the scheme?

A slight reduction in cost will have a marginal improvement to scheme affordability. ***I've been consulted and am satisfied that the impacts have been sufficiently assessed above.***

Transport Planning Manager:

Signed:

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

3. Checklist

For submission:

Item	Date:	Signed:
CAD file(s) supplied to add to Gigi 'Changes Proposed' layer	<input type="checkbox"/>	[Redacted] GIS Manager
Change form completed and ready for LEVEL 1 submission	<input type="checkbox"/>	[Redacted] Requirements Engineer
Change form completed and ready for LEVEL 2 submission	<input type="checkbox"/>	FirstName LastName, Job Title

To be updated on account of approved change:

Item	Date:	Person Notified:
Gigi 'Current Scheme' layer	<input type="checkbox"/>
Project Requirements & Assumptions	<input type="checkbox"/>
Risk Register	<input type="checkbox"/>
Cost Estimate	<input type="checkbox"/>
Schedule	<input type="checkbox"/>
Other (e.g 'instruction issued', please specify below)	<input type="checkbox"/>

4. Related Documents (in Asite)

Document Title	Date	Document Reference
----------------	------	--------------------

Windmill Lane Southern Level Crossing change (Option L6 – L7)

Change Proposal: Level1 Change Ref No.36

5. Other supporting information

Document Title	Date	Document Reference
Technical Note - SAP2 - Windmill Lane Cheshunt Level Crossing Closure Option L7 Development	4 th September 2018	146119-ATK-NS_CHN- ZZZ-REP-EHW-000001
Pairwise Comparison PWC - Windmill Lane Level Crossing Option L6 vs L7	28 th August 2018	146119-NWR-NS_CHN- ZZZ-ASS-PRK-000001

APPENDIX I: Project Change Request Form (PCRF) List of Signatories

Section:

Signatory:

1.2.1 Engineering Review

Designated Project Engineer (NR)

[REDACTED]

Engineering Lead, COS

[REDACTED]

Head of Engineering, Crossrail 2

[REDACTED]

1.2.2 LEVEL 1 Change Approval

Level 1 Change Leads who approve local change for their area:

COS Scheme Development

[REDACTED]

ONS Scheme Development

[REDACTED] + Relevant ONS Sponsor(s)

Commercial and Controls

[REDACTED]

Business Case and Funding

[REDACTED]

Impact Assessment Signatories and Compulsory Consultees:

2.1 Scheme Development

2.1.1 Land Take

[REDACTED] COS / [REDACTED] ONS

2.1.2 Safeguarding

[REDACTED]

2.1.3 Stakeholders

[REDACTED]

2.1.4 Environment

[REDACTED]

2.1.5 Technical Interfaces

Relevant COS Sponsor / ONS Sponsor

*Co-signed by [REDACTED] (for Surface transport)

2.1.6 Operations and Maintenance

[REDACTED] (pp Ben Squire)

2.1.7 Functional Requirements

Relevant COS Sponsor / ONS Sponsor

2.1.8 Sponsor Requirements

[REDACTED]

2.2 Commercial and Controls

2.2.1 Cost

[REDACTED]

2.2.2 Risk

[REDACTED]

2.2.3 Schedule

[REDACTED]

[REDACTED] Budget

[REDACTED]

(‘pp’ can sign on behalf of the named person)

APPENDIX I: Project Change Request Form (PCRF) List of Signatories

Section:

Signatory:

2.3 Business Case and Funding

2.3.1 Growth and Development

██████████ (TCR and South)

██████████ (North of TCR)

*Co-signed by ██████████ (for COS urban realm)

2.3.2 Commercial Development

██████████

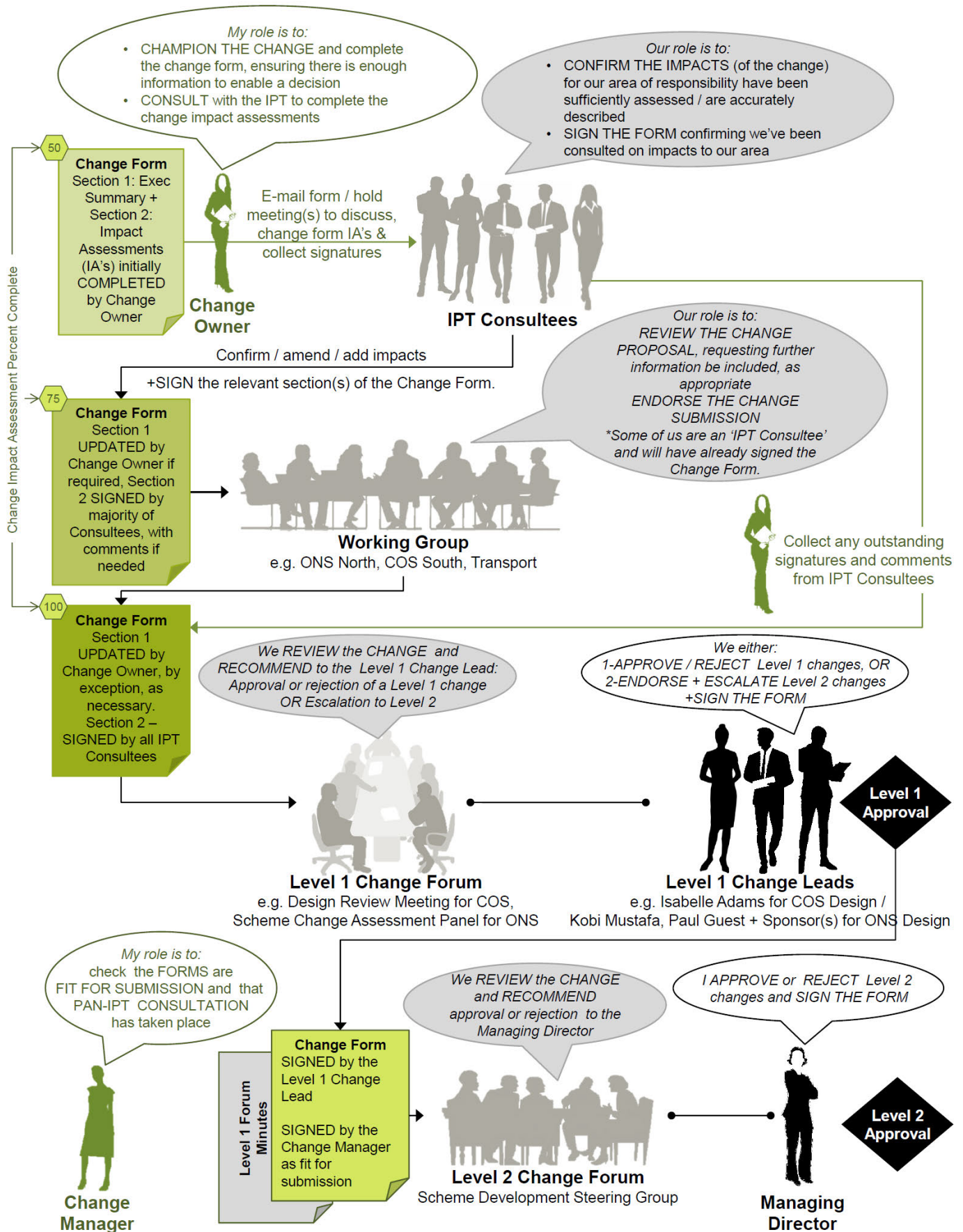
2.3.3 Transport Planning

██████████

2.3.4 Scheme Benefits and Value for Money

██████████

APPENDIX II: Guide to completing a Project Change Request Form



APPENDIX III: Change Request Form – Author's Checklist:



CRITERIA to check:



Clearly, fully-labelled BEFORE and AFTER ILLUSTRATION(S) have been set out SIDE-BY-SIDE and are cross-referenced within the narrative so the reader requires no prior knowledge in order to comprehend



The CASE for change IS CLEAR i.e. WHAT the change is and WHY we recommend it has been simply and clearly stated (linked to first point)



Section 1 is AS SHORT AS POSSIBLE (Appendices have been added where extra information required is lengthy)



The form can act as a STAND-ALONE RECORD of the change - all (and ONLY) the information needed to make a decision is included.



The Project Change Request Form TEMPLATE has been ADHERED TO. This includes following the guidance notes provided in the template, e.g. the Headline is a one sentence to one paragraph headline description



The form contains NO JARGON, assuming 'common knowledge' on the part of the reader (e.g. SAP2 might be construed to be a version of financial software by someone not working on the Crossrail 2 design)



There are NO ACRONYMS used WITHOUT SPELLING THEM OUT IN FULL first (e.g. BL could be British Land or British Library or something else altogether)