



**Ben Whealdon**  
Project Director  
Network Rail  
Enterprise House  
167-169 Westbourne Terrace  
London W2 6JX

16 August 2018

Our ref: MTR/ONFR/CDM001

Dear Ben,

**RE: Conforming to the Construction Design and Management Regulations**

In relation to the On Network Functional Requirements Project for Crossrail Ltd at Great Eastern Stations, we write as IM for those stations under the Railway and Other Guided Transport Systems Regulations 2006 to request your advice with regard to continued conformance to the CDM Regulations 2015.

We understand that the incumbent Principal Contractor (Costain) will cease in that role on 31 August 2018 and that the intention is for Network Rail to appoint Keltbray to fulfil that role from the 1 September 2018.

Please confirm that your plans in this regard remain on track, since it is critical that a PC remains in place whilst the worksites exist at stations in order to meet the requirements of the CDM Regulation and to cover such practical issues as:

1. Preventing trespass into PC worksites and compounds
2. Maintaining existing PC temporary works at stations (such as temp bridges/scaffolds)
3. Allowing access into PC worksites for Maintenance by the SFO and others
4. Maintenance and upkeep of the Temporary Ticket Offices and associated equipment

Prior to 31 August, please advise the arrangements to be put in place and please ensure that we are in receipt of the necessary information (Construction Phase Plan including organisation and contact info, as well as Access Requests sponsored by the new PC) in a timely manner. We and our Landlord, RfL cannot accept any period of time where the CDM Regulations are not being complied with and the safety risks associated with the above are not being managed and mitigated.

We look forward to receiving confirmation of the revised Principal Contractor arrangements along with the supporting necessary documentation.

Yours faithfully

Concession Director

Cc Sam Dring- Network Rail IP, Colin Prime- Network Rail IP,

**CRL FLIGHT PLAN STATIONS**

ID	Name	Start Date	Finish Date	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Dec-19	Commentary
<b>KO4</b>												
<b>Acton Mainline</b>												
	Vinci Works - Main Works	started	Complete									Complete
	Main Contract Stage Gate and Handover Complete	started	31-May-18									On plan
<b>Ealing Broadway</b>												
	Vinci Works - Main Works	started	09-Mar-18									Final SIS commissioning to NTR system.
	Main Contract Stage Gate and Handover Complete	started	31-May-18									On plan
<b>West Ealing</b>												
	Vinci Works - Main Works	started	Complete									Complete
	Main Contract Stage Gate and Handover Complete	started	31-May-18									On plan
<b>Hanwell</b>												
	Vinci Works - Main Works	started	Complete									Complete
	Main Contract Stage Gate and Handover Complete	started	31-May-18									On plan
<b>Southall</b>												
	Vinci Works - Main Works	started	Complete									Complete
	Main Contract Stage Gate and Handover Complete	started	31-May-18									On plan
<b>Hayes</b>												
	Vinci Works - Main Works	started	Complete									Complete
	Main Contract Stage Gate and Handover Complete	started	31-May-18									On plan
<b>Stepping and Gauging</b>												
	CRW Inner Stations		Complete									Restrictions to be removed prior to stage 2
<b>Stage 2 Opening (CRL)</b>												
<b>Hayes Bayline</b>												
	Amey OOCPA works incl BIU	started	08-Apr-18									Subject to RSSB derogation
	Amey OOCPA - Closeout	started	31-Jul-18									Subject to RSSB derogation
<b>Stage 5 Completion - Crossrail Full Service</b>												
<b>West Drayton</b>												
	Main Contract Works incl Platform Extensions, SISS and DOO	started	TBC									Programme to be confirmed.
	Main Contract Stage Gate and Handover Complete		01-Dec-19									Crossrail Stage 5
<b>Iver</b>												
	Main Contract Works incl Platform Surfacing and DOO	started	TBC									Programme to be confirmed.
	Main Contract Stage Gate and Handover Complete		Dec-19									Crossrail Stage 5
<b>Langley</b>												
	Main Contract Works incl Platform 2 Part Reconstruction and DOO	started	TBC									Programme to be confirmed.
	Main Contract Stage Gate and Handover Complete		Dec-19									Crossrail Stage 5
<b>Slough</b>												
	Main Contract Works incl Ticket Hall, Platform Extensions, SISS and DOO	started	TBC									Programme to be confirmed.
	Main Contract Stage Gate and Handover Complete		Dec-19									Crossrail Stage 5
<b>Burnham</b>												
	Main Contract Works incl DOO	started	TBC									Programme to be confirmed.
	Main Contract Stage Gate and Handover Complete		Dec-19									Crossrail Stage 5
<b>Taplow</b>												
	Main Contract Works incl DOO	started	TBC									Programme to be confirmed.
	Main Contract Stage Gate and Handover Complete		Dec-19									Crossrail Stage 5
<b>Maidenhead</b>												
	Main Contract Works incl Lifts, Staircases and Island Platform Works, Ticket Hall, Back of House, Staff Accom, Car Park, Drivers Walkway, Platform Extensions, SISS and DOO	started	TBC									Programme to be confirmed.
	Main Contract Stage Gate and Handover Complete		Dec-19									Crossrail Stage 5
<b>Stepping and Gauging</b>												
	CRW Outer Stations where applicable	started	Dec-19									Awaiting CRL direction on scope.
<b>Enhanced Stations</b>												
	Acton Mainline	started	Dec-19									On plan
	Ealing Broadway	started	Dec-19									On plan
	West Ealing	started	Dec-19									On plan
	Southall	started	Dec-19									On plan
	Hayes	started	Dec-19									On plan
	West Drayton	started	Dec-19									On plan
	Ilford	started	Dec-19									On plan
	Romford	started	Dec-19									On plan

Subject: RE: On Going Maintenance Cover for Temporary Ticket Offices at ONFR Affected Stations on the Great Eastern

Date: 08/03/2018 10:50

From: [REDACTED] mtrcrossrail.co.uk>

To: [REDACTED] mtrcrossrail.co.uk>, "Wheeldon Ben"

Cc: "Prime Colin" [REDACTED], [REDACTED]  
[REDACTED] mtrcrossrail.co.uk>, "Warner Kate"  
[REDACTED] "sam.drिंग [REDACTED]  
<sam.drिंग [REDACTED]

Ben,

I also haven't received the programme you committed to provide of completion dates for all stations over 2 weeks ago. This is a critical issue for our business, our frontline staff and our customers, so if you cannot provide a clear position on the stations programme and [REDACTED] points below, I will need to escalate this issue.

Best,

[REDACTED]

---

From: [REDACTED]  
Sent: 08 March 2018 08:45  
To: 'Wheeldon Ben' [REDACTED]  
Cc: [REDACTED] mtrcrossrail.co.uk>; Prime Colin [REDACTED];  
[REDACTED] mtrcrossrail.co.uk>; Warner Kate [REDACTED];  
'sam.drिंग [REDACTED]  
Subject: On Going Maintenance Cover for Temporary Ticket Offices at ONFR Affected Stations on the Great Eastern

Ben

I understand from our [REDACTED] who has been liaising with Sam Dring that Costain are refusing to provide maintenance cover for the temporary ticket offices (TTOs) at MTR Crossrail stations.

This is a safety and service critical issue for us and I request urgent confirmation of the maintenance arrangements for these assets. At the moment we have a Costain help desk number but we understand Costain are now refusing to take on any faults relating to the TTOs . For us the issue is now highly sensitive following several problems as a result of last week's cold weather (I should add these that these issues were resolved by Costain but staff are now very frustrated with the slow progress of the work and the continuing use of the temporary facilities).

These are all live sites and therefore I am looking for clarification regarding the revised maintenance arrangements to be issued today.

Regards

[REDACTED]

Concession Director

Subject: FW: Station Works ONFR etc  
 Date: 22/02/2018 09:09  
 From: [REDACTED]@mtrcrossrail.co.uk>  
 To: [REDACTED]@mtrcrossrail.co.uk>

fyi

From: [REDACTED]  
 Sent: 21 February 2018 22:33  
 To: Wheeldon Ben <[REDACTED]>  
 Cc: [REDACTED]@mtrcrossrail.co.uk>  
 Subject: Re: Station Works ONFR etc

Ben,

Today the ONFR team informed us that Harold Wood will be further delayed till the end of 2018 and that a contractor isn't even appointed; this is utterly unacceptable.

Can I please ask again for a detailed list of completion dates by station to share with my staff- I have a key meeting with the TUs next Monday on this.

Finally, where you're currently projecting to miss contractual completion dates, I assume you have a recovery plan?

Best,

[REDACTED]

Sent from my iPhone

On 21 Feb 2018, at 14:01, Wheeldon Ben <[REDACTED]> wrote:

[REDACTED]

Yes, I will bring this information together and revert.

Regards,

Ben

From: [REDACTED]@mtrcrossrail.co.uk]  
 Sent: 20 February 2018 17:48  
 To: Wheeldon Ben; [REDACTED]  
 Cc: [REDACTED]; Prime Colin; McGrath John; Fenn Nigel; [REDACTED]  
 Subject: RE: Station Works ONFR etc

Ben,

Thankyou, but I need more detail on a station by station basis please, as examples;

You say the East concludes in July, but this is the last station, what are the dates in advance of this where individual stations are due to complete?

Your statement that the West Inner stations are "substantially complete" is surprising, as they were a series of building sites as I visited them yesterday.

Could I have a detailed station specific, dated programme please?

Best,

[REDACTED]

From: Wheeldon Ben <[REDACTED]>  
 Sent: 20 February 2018 09:50  
 To: [REDACTED]@mtrcrossrail.co.uk>; [REDACTED]@crossrail.co.uk>  
 Cc: [REDACTED]@mtrcrossrail.co.uk>; Prime Colin <[REDACTED]>  
 McGrath John <[REDACTED]>; Fenn Nigel <[REDACTED]@mtrcrossrail.co.uk>  
 Subject: RE: Station Works ONFR etc

[REDACTED]

The team is working to finish the works on Anglia stations as quickly as possible, as stated at Board the current programme concludes in July. In a few cases there are items of work on hold pending decisions (e.g. Harold Wood ticket hall floor and Goodmayes lift). John and I are working to resolve these various items with [REDACTED] to provide clarity on scope to go.

Elsewhere on the programme, we remain on target to complete the majority of Abbey Wood station next week and complete the whole SE section by the end of March.

On West Inner (Acton Mainline to Hayes and Harlington) stations the work is substantially complete and the final snagging is taking place now.

On West Outer (West Drayton to Twyford) stations, the collapse of Carillion has delayed commencement of the works, but there is no threat to completion ahead of Crossrail Stage 5 opening.

For the 8 Enhanced stations schemes (6 west, 2 east), the procurement activities continue, with the target completion dates remaining December 2019.

I will discuss with [REDACTED] and John how we best support the TU issue you set out below.

Regards,

Ben

**From:** [redacted] [mtcrossrail.co.uk](mailto:[redacted]@mtcrossrail.co.uk)  
**Sent:** 19 February 2018 13:18  
**To:** Wheeldon Ben, [redacted]  
**Cc:** [redacted]  
**Subject:** Station Works ONFR etc

Ben,

I know there are contractual completion dates for the station works, but generically you have stated before that many of our station works on the East should complete this spring. However, I am now hearing that further delays may now be occurring. I think many of our stations have had to endure temporary accommodation now for over 2 years!

In the coming weeks, we need to formally consult with our TUs on the latest view on when staff will actually be back in fit for purpose accommodation – if we advise of further delays, particularly as we move towards the warmer weather, it would not surprise me if the TUS refused to work in this accommodation any longer – clearly a very embarrassing outcome for everyone.

Can I suggest an urgent meeting to ascertain where we are with all station works, both East and West? I'll ask [redacted] to get us together.

Best,

[redacted]

[redacted]  
**Managing Director**  
MTR Crossrail  
[redacted]  
63 St Mary Axe, London, EC3A 8NH

<image001.png>

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Subject: RE: On Going Maintenance Cover for Temporary Ticket Offices at ONFR Affected Stations on the Great Eastern  
 Date: 08/03/2018 15:36  
 From: "Wheeldon Ben" <[REDACTED]>  
 To: [REDACTED]  
 Cc: [REDACTED] mtrcrossrail co uk>, "Prime Colin" [REDACTED] mtrcrossrail co uk>, [REDACTED] networkrail co uk>, "Dring Sam" [REDACTED] McGrath John [REDACTED]

Sam Dring and John McGrath are with Costain now to resolve this situation. Maintenance cover will be provided for the TTOs.

John/Sam will respond directly to this email list no later than tomorrow morning to confirm the maintenance cover remains in place.

Regards,

Ben

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**From:** [REDACTED] mtrcrossrail co.uk]  
**Sent:** 08 March 2018 08:45  
**To:** Wheeldon Ben  
**Cc:** [REDACTED] Prime Colin; [REDACTED]; Dring Sam  
**Subject:** On Going Maintenance Cover for Temporary Ticket Offices at ONFR Affected Stations on the Great Eastern

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[REDACTED]  
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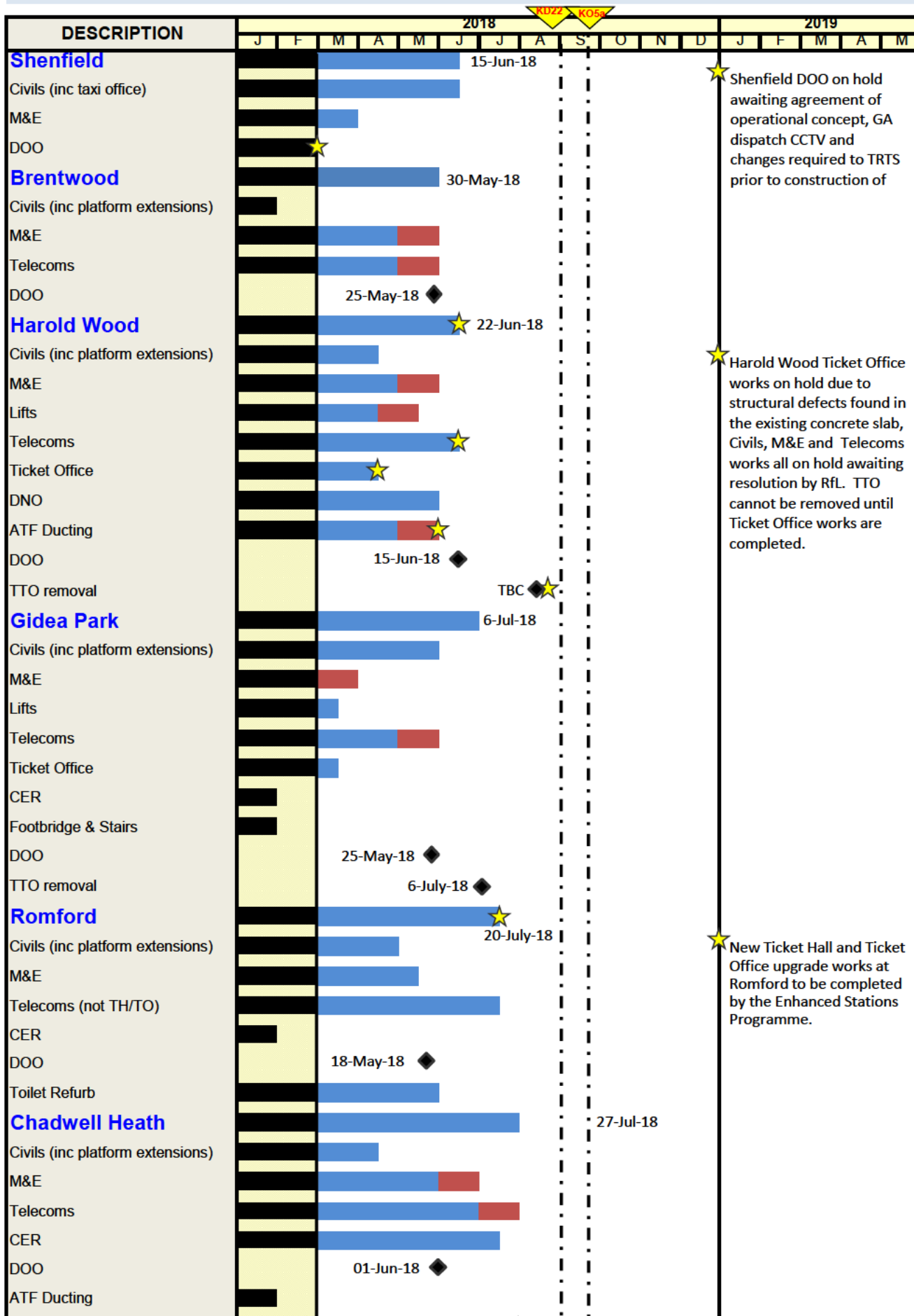
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# Crossrail Anglia Stations Management Level Programme



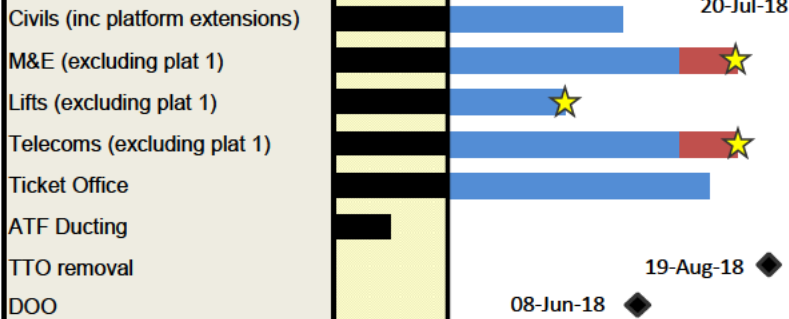
★ Shenfield DOO on hold awaiting agreement of operational concept, GA dispatch CCTV and changes required to TRTS prior to construction of

★ Harold Wood Ticket Office works on hold due to structural defects found in the existing concrete slab, Civils, M&E and Telecoms works all on hold awaiting resolution by RfL. TTO cannot be removed until Ticket Office works are completed.

★ New Ticket Hall and Ticket Office upgrade works at Romford to be completed by the Enhanced Stations Programme.



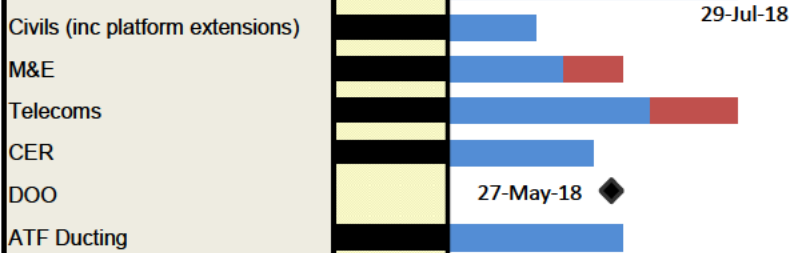
### Goodmayes



### Seven Kings



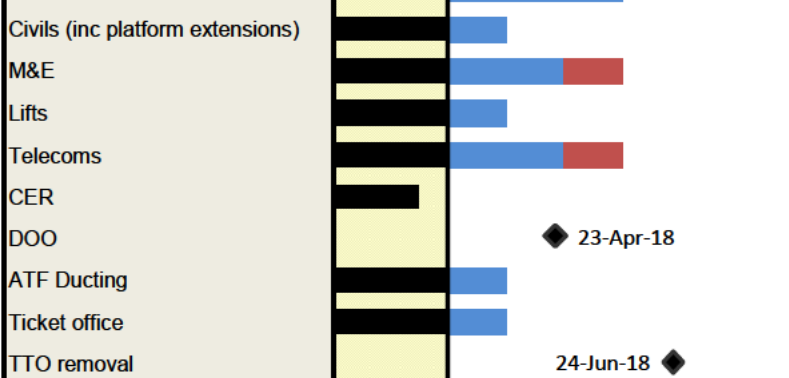
### Ilford



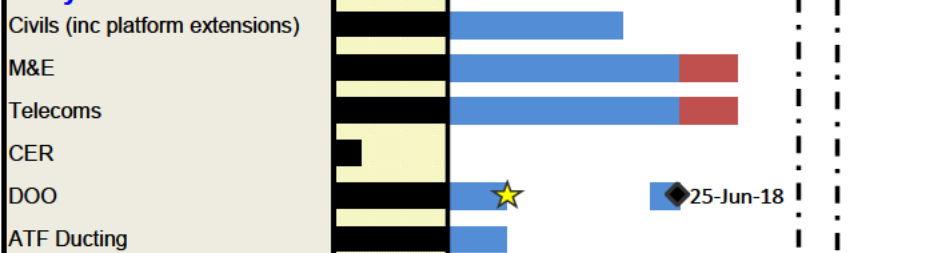
### Manor Park



### Forest Gate



### Maryland



### Stratford



★ Lattice bridge over the Mains is supported by RfL temporary works, these temporary works are preventing construction of the lift plus M&E and Telecoms connectivity to Platform 1. Works on hold pending resolution from RfL/NR Route.

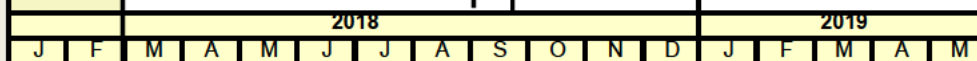
★ New Ticket Hall and Ticket Office upgrade works at Ilford to be completed by the Enhanced Stations Programme.

★ Manor Park and Maryland DOO optical works to be completed at Easter 18. Permanent power works to be completed post canopy reinstatement by ONSIP.

★ Stratford DOO restarted following being put on hold. Design delay, possession availability and stop-start construction on live platforms driving out end date. Possession availability being reviewed

**KEY**

- Complete
- Install (Costain)
- Works on Hold
- Testing & Commissioning
- AFC Date



Subject: FW: Station Works programmes  
 Date: 08/03/2018 15:53  
 From: [REDACTED] mtrcrossrail co uk>  
 To: [REDACTED] mtrcrossrail co uk>

FYI

Mark

From: Wheeldon Ben [REDACTED]  
 Sent: 08 March 2018 15:48  
 To: [REDACTED] mtrcrossrail co.uk>; [REDACTED] crossrail.co.uk>  
 Cc: [REDACTED] mtrcrossrail.co.uk>; [REDACTED] mtrcrossrail.co.uk>; Prime Colin [REDACTED] McGrath John [REDACTED]; Fenn Nige [REDACTED] mtrcrossrail.co.uk>; Coleman Darren [REDACTED]  
 Subject: Station Works programmes

Please find attached two station schedules, one for Anglia "Stations Mgmt level prog" and one for West "CRL Flight Plan – Stations".

For the Anglia stations, you will see the completion programme by element at each station. There are a small number of scope items on hold for various reasons – these are indicated by the yellow stars and a note is provided next to each as to the status of the item. All of these issues are under discussion between Network Rail and CRL. The programme also excludes the yet to be contracted enhanced stations scope at Ilford and Romford – this is noted on those station lines in the comments section. As these packages enter into contract the actual programme dates will be added.

For the West, you will see the following elements:

- KO4 West Inner stations – substantively complete, now in snagging and handover stage.
- The additional Stage 2 opening item at Hayes.
- Stage 5 completion, including West Outer stations and 6 x enhanced stations – neither of which have been procured yet (west outer due to the collapse of Carillion – this scope will be re-tendered, enhanced stations are out to tender currently in two packages), hence the simple listing of the 'required by Crossrail Stage 5, Dec 2019. As these packages enter into contract the actual programme dates will be added.

Regards,

Ben

From: [REDACTED] mtrcrossrail.co.uk]  
 Sent: 20 February 2018 17:48  
 To: Wheeldon Ben; [REDACTED]  
 Cc: [REDACTED] Prime Colin; [REDACTED] Fenn Nigel; [REDACTED]  
 Subject: RE: Station Works ONFR etc

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 Cc: [REDACTED] mtrcrossrail.co.uk>; [REDACTED] networkrail.co.uk>; McGrath John [REDACTED]; Fenn Nigel [REDACTED] mtrcrossrail.co.uk>  
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