

NOTE: Links to attachments can be double-clicked to be accessed

From: [Burrell Joshua](#)
To: [Zavitz Richard](#)
Cc: [Mannah Sylvia](#)
Subject: 181217 Mayor- BT Weekly Note
Date: 18 December 2018 15:55:27
Attachments: [181217 Mayor-BT Chairmans Weekly.docx](#)

Hi Richard,

Does Howard's note look okay to send to Steph/ Andy with my amends attached?

Thanks,

Josh

NOTE: Links to attachments can be double-clicked to be accessed

From: [Brown Andy \(Corporate Affairs\)](#)
To: [Erica Walker](#)
Cc: [Steer Tim](#); [Keane Kate](#); [Doyne Stephanie](#); [Mannah Sylvia](#); [Burrell Joshua](#); [Zavitz Richard](#)
Subject: Crossrail weekly note - w/c 26 November 2018
Date: 03 December 2018 18:50:46
Attachments: [Weekly Mayor Update 261118 vFinal.docx](#)

Erica

Please find attached the Crossrail note for last week. Apologies again for the delay.

Andy

██████████ | ██████████

NOTE: Links to attachments can be double-clicked to be accessed

From: [Brown Andy \(Corporate Affairs\)](#)
To: [Brown Mike \(Commissioner\)](#)
Cc: [Thomson Linda](#); [Branks Kirsten](#); [Tagg Ella \(ST\)](#); [Keane Kate](#); [Doyne Stephanie](#)
Subject: FOR REVIEW: CRL weekly note (w/c 26 Nov 2018) - Tfl restricted
Date: 03 December 2018 17:08:01
Attachments: [Weekly Mayor Update 261118 vAB.docx](#)

Hi Mike,

While we have had regular conversations with CRL throughout last week, I spoke with City Hall and they would still like to see a written note for last week. Please could you therefore take a look at the attached note and check if you're happy for us to circulate it formally.

In parallel the team will be working on the new note for this week.

Andy

██████████ | ██████████

NOTE: Links to attachments can be double-clicked to be accessed

From: [Burrell Joshua](#)
To: [+Elizabethline&CR2PressDesk](#)
Cc: [Zavitz Richard](#); [Mannah Sylvia](#)
Subject: FW: TfL Restricted - Weekly Crossrail update
Date: 06 December 2018 16:10:03
Attachments: [Weekly Mayor Update 061218.docx](#)
[image001.png](#)
[image002.png](#)

Another weekly note has just gone to the Mayor's Office. There was not separate BT note this week.

Richard thanks for all your help.

I guess this one will also need to go online too once it's been checked for any potential redactions.

Thanks,

Josh

From: Bellars Lauren
Sent: 06 December 2018 15:39
To: Burrell Joshua
Cc: Poole Yvonne
Subject: FW: TfL Restricted - Weekly Crossrail update
FYI

Thank you

Lauren

Lauren Bellars

PA to Nigel Holness, Managing Director

London Underground

Palestra, Floor 11 B4

197 Blackfriars Road, London, SE1 8NJ

Phone: [REDACTED] Ext: [REDACTED]

Mobile: [REDACTED]



From: Doyne Stephanie
Sent: 06 December 2018 15:36
To: David Bellamy; Alexander Heidi; Brown Mike (Commissioner); Wild Mark (CEO Crossrail); Kilonback Simon; [REDACTED]@btinternet.com; [REDACTED]@fidic.org
Cc: Steer Tim; Erica Walker; Milne Jamie; 'Andrea Kechiche'; Thomson Linda; Branks Kirsten; Tagg Ella (ST); Bellars Lauren; Keane Kate; Brown Andy (Corporate Affairs); Findlay Lucy
Subject: TfL Restricted - Weekly Crossrail update

Hi all,

Find attached this week's Crossrail note.

Please note this briefing was written before the CRL Board meeting yesterday and does not reflect any discussion there.

Kind Regards

Stephanie

Stephanie Doyne

Corporate Affairs Manager

Customers, Communication and Technology

Palestra (11th Floor, 11Y8) | 197 Blackfriars Road | London SE1 8NJ

Phone: [REDACTED] | Auto: [REDACTED] | Mobile: [REDACTED]

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NOTE: Links to attachments can be double-clicked to be accessed

From: [Burrell Joshua](#)
To: [Brown Andy \(Corporate Affairs\)](#); [Keane Kate](#); [Doyne Stephanie](#)
Cc: [Zavitz Richard](#); [Mannah Sylvia](#)
Subject: FW: Weekly Mayor Update 171218
Date: 18 December 2018 09:26:59
Attachments: [Weekly Mayor Update 171218.docx](#)

I've seen Steph is on leave today so forwarding this one on in her absence in case.

We've not had Howard's section through yet.

Thanks,

Josh

From: Mannah Sylvia
Sent: 17 December 2018 18:11
To: Doyne Stephanie
Cc: Zavitz Richard; Burrell Joshua
Subject: Weekly Mayor Update 171218

Steph,

As mentioned, I'm not around tomorrow so attached is the current version minus any update from Howard, Josh and Richard will let you know when Howard's info is received.

Thanks,

Sylvia

NOTE: Links to attachments can be double-clicked to be accessed

From: [Brown Andy \(Corporate Affairs\)](#)
To: [Branks Kirsten](#); [Tagg Ella \(ST\)](#); [Thomson Linda](#)
Subject: Fwd: TfL Restricted - Weekly Crossrail update
Date: 10 December 2018 17:16:43
Attachments: [image001.png](#)
[ATT00001.htm](#)
[Weekly Mavor Update 061218.docx](#)
[ATT00002.htm](#)

Please could you print me three copies of this note?

Begin forwarded message:

From: Doyne Stephanie <[REDACTED]@tfl.gov.uk>
Date: 6 December 2018 at 15:36:19 GMT
To: David Bellamy <[REDACTED]@london.gov.uk>, Alexander Heidi <[REDACTED]@london.gov.uk>, "Brown Mike (Commissioner)" <[REDACTED]@tfl.gov.uk>, "Wild Mark (CEO Crossrail)" <[REDACTED]@tfl.gov.uk>, Kilonback Simon <[REDACTED]@tfl.gov.uk>, "btinternet.com" <[REDACTED]@btinternet.com>, "fidic.org" <[REDACTED]@fidic.org>
Cc: Steer Tim <[REDACTED]@london.gov.uk>, Erica Walker <[REDACTED]@london.gov.uk>, Milne Jamie <[REDACTED]@tfl.gov.uk>, 'Andrea Kechiche' <[REDACTED]@london.gov.uk>, Thomson Linda <[REDACTED]@tube.tfl.gov.uk>, Branks Kirsten <[REDACTED]@tfl.gov.uk>, "Tagg Ella (ST)" <[REDACTED]@tfl.gov.uk>, Bellars Lauren <[REDACTED]@tfl.gov.uk>, Keane Kate <[REDACTED]@tfl.gov.uk>, "Brown Andy (Corporate Affairs)" <[REDACTED]@tube.tfl.gov.uk>, Findlay Lucy <[REDACTED]@crossrail.co.uk>
Subject: TfL Restricted - Weekly Crossrail update

Hi all,

Find attached this week's Crossrail note.

Please note this briefing was written before the CRL Board meeting yesterday and does not reflect any discussion there.

Kind Regards

Stephanie

Stephanie Doyne

Corporate Affairs Manager

Customers, Communication and Technology

Palestra (11th Floor, 11Y8) | 197 Blackfriars Road | London SE1 8NJ

Phone: [REDACTED] | Auto: [REDACTED] | Mobile: [REDACTED]

From: [Zavitz Richard](#)
To: [Burrell Joshua](#)
Cc: [Mannah Sylvia](#)
Subject: RE: 181217 Mayor- BT Weekly Note
Date: 18 December 2018 16:51:54

I was thinking to copy into Lucy's note – but it doesn't really matter. Whatever you think best.
Richard

From: Burrell Joshua
Sent: 18 December 2018 16:50
To: Zavitz Richard
Cc: Mannah Sylvia
Subject: RE: 181217 Mayor- BT Weekly Note
[Did you mean copy the results section into Lucy's section this week or copy back into Howard's section?](#)
Thanks,
Josh

From: Zavitz Richard
Sent: 18 December 2018 16:27
To: Burrell Joshua
Cc: Mannah Sylvia
Subject: Re: 181217 Mayor- BT Weekly Note
Hi Josh,

On Lucy's note, only one comment.
Section 4.2: the detail has been removed from this week's note from Howard. May be worth copying over from last week's now into section 4 as it wasn't submitted last week.
Thanks
Richard

On Tue, Dec 18, 2018 at 4:19 PM +0000, "Zavitz Richard" <██████████@tfl.gov.uk> wrote:

Hi Josh,
Looks good to send through. The note could benefit with some further detail as outlined below, but can be combined with any comments from Andy and Steph before reverting to Howard. In the last sentence of the paragraph below, it would be helpful to provide clarity on what is being done to get the assurance and robustness and indicative timeline. Also may be worth explaining the importance of multi train testing.

- The start of Main Dynamic Testing (MDT) in the Central Section tunnels is planned for 13 January. This will use software configuration 'Y0230' (TCMS 7.2.2.6 as above + Siemens PD_4). Assurance submissions for this combination are due to be submitted by Bombardier 21 Dec. Further assurance from both Bombardier and Siemens and as well as confirmation of the robustness of CRL's own processes will be required for authorisation of multi-train testing in the COS.

The paragraph below could elaborate on the work being done to get a mohs.

- The milestones in previously included in Appendix A will be updated following the completion of the new Crossrail Master Operational Handover Schedule (MOHS).

I haven't yet read Lucy note, but just combine with Howard's before sending.

Thanks
Richard

From: Zavitz Richard <██████████@tfl.gov.uk>

NOTE: Links to attachments can be double-clicked to be accessed

Sent: Tuesday, December 18, 2018 4:02 pm
To: Burrell Joshua
Cc: Mannah Sylvia
Subject: Re: 181217 Mayor- BT Weekly Note
I'll read through now.
Richard

On Tue, Dec 18, 2018 at 3:55 PM +0000, "Burrell Joshua" <[REDACTED]@tfl.gov.uk> wrote:

Hi Richard,
Does Howard's note look okay to send to Steph/ Andy with my amends attached?
Thanks,
Josh

NOTE: Links to attachments can be double-clicked to be accessed

From: [Heidi Alexander](#)
To: [Doyne Stephanie](#); [David Bellamy](#); [Brown Mike \(Commissioner\)](#); [Wild Mark \(CEO Crossrail\)](#); [Kilonback Simon](#); [\[REDACTED\]@btinternet.com](#); [\[REDACTED\]@fidic.org](#)
Cc: [Steer Tim](#); [Erica Walker](#); [Milne Jamie](#); [Andrea Kechiche](#); [Thomson Linda](#); [Branks Kirsten](#); [Tagg Ella \(ST\)](#); [Bellars Lauren](#); [Keane Kate](#); [Brown Andy \(Corporate Affairs\)](#); [Findlay Lucy](#)
Subject: RE: TfL Restricted - Weekly Crossrail update
Date: 28 December 2018 15:43:59
Attachments: [image001.png](#)
[Weekly Mayor Update 191218 HA questions.docx](#)

Hi Steph

Thanks for this. I have some questions on this and have marked them up as tracked changes on the attached.

Mike/Mark/David/Andy – I think we need to work out how we organise ourselves going forward in terms of written updates and meetings. Perhaps you could give this some thought? I'm not really clear for example on how the pattern of weekly meetings that we got into during the autumn corresponds to any management meetings that Mike has and I don't want to be unnecessarily duplicating meetings when there is clearly a huge amount that needs to be done. I am conscious that when Tony Meggs starts as well, he will need to be happy with any arrangements.

For what it's worth, my own views is that, something like the following might work:

- Fortnightly face to face with written briefing in advance for HA/DB/EW/MB/MW
- Monthly written briefing provided to the Assembly as already committed to
- 6 weekly update for the Mayor to be built into cycle of Mayoral/TfL briefings – to be attended by MB/MW/TM/NR/LF

Clearly, Mark and Tony/Nick will need to decide who comes to TfL board and PIC/FinComm and these will provide other opportunities for updates and scrutiny but thought I'd just pose the question to get the ball rolling.

Thanks

Heidi

From: Doyne Stephanie [mailto:[\[REDACTED\]@tfl.gov.uk](#)]
Sent: 19 December 2018 18:36
To: David Bellamy ; Heidi Alexander ; Mike Brown ; Wild Mark (CEO Crossrail) ; Kilonback Simon ; [\[REDACTED\]@btinternet.com](#) ; [\[REDACTED\]@fidic.org](#)
Cc: Tim Steer ; Erica Walker ; jamie milne ; Andrea Kechiche ; Thomson Linda ; Branks Kirsten ; Tagg Ella (ST) ; Bellars Lauren ; Keane Kate ; Andrew J. Brown ; Findlay Lucy
Subject: TfL Restricted - Weekly Crossrail update

Hi all,

Please find attached this week's Crossrail note.

Kind Regards

Stephanie

Stephanie Doyne

Corporate Affairs Manager

Customers, Communication and Technology

Palestra (11th Floor, 11Y8) | 197 Blackfriars Road | London SE1 8NJ

Phone: [\[REDACTED\]](#) | Auto: [\[REDACTED\]](#) | Mobile: [\[REDACTED\]](#)



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From: [Brown Andy \(Corporate Affairs\)](#)
To: [Zavitz Richard](#); [Burrell Joshua](#)
Cc: [Doyne Stephanie](#); [Keane Kate](#); [Mannah Sylvia](#)
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)
Date: 03 December 2018 17:52:10
Attachments: [Weekly Mayor Update 261118 vAB.DOCX](#)

This is the version I am getting Mike to review from last week.

If it doesn't include a BT note this one time then that can probably be explained away.

Andy

[REDACTED] | [REDACTED]

From: Zavitz Richard
Sent: 03 December 2018 17:50
To: Brown Andy (Corporate Affairs); Burrell Joshua
Cc: Doyne Stephanie; Keane Kate; Mannah Sylvia
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

Hi Andy,

Just to confirm, does this include the BT note as well?

Also - would you be able to send me last week's final note?

Thank you

Richard

From: Brown Andy (Corporate Affairs)
Sent: 03 December 2018 17:48
To: Burrell Joshua; Zavitz Richard
Cc: Doyne Stephanie; Keane Kate; Mannah Sylvia
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

If they could write something during the day tomorrow then I could run it past Mike on Wednesday - that would be ideal

Andy

[REDACTED] | [REDACTED]

From: Burrell Joshua
Sent: 03 December 2018 17:35
To: Brown Andy (Corporate Affairs); Zavitz Richard
Cc: Doyne Stephanie; Keane Kate; Mannah Sylvia
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

Copying in Richard Zavitz who can speak to Lucy – do you know what timescale you'd need this one by Andy bearing in mind the last one is nearly a week old?

Thanks,

Josh

From: Brown Andy (Corporate Affairs)
Sent: 03 December 2018 17:28
To: Burrell Joshua
Cc: Doyne Stephanie; Keane Kate; Mannah Sylvia
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

Thanks Josh. Yes please if you could commission one. Just been speaking with David Bellamy and Heidi Alexander and they would certainly like them to keep coming.

Andy

[REDACTED] | [REDACTED]

From: Burrell Joshua
Sent: 03 December 2018 17:26
To: Brown Andy (Corporate Affairs)
Cc: Doyne Stephanie; Keane Kate; Mannah Sylvia
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

Hi Andy,

One hasn't been actioned to compile for this week but if you would like one I can speak to Richard Zavitz to pick this up with Lucy Findlay tomorrow?
Sylvia emailed Steph yesterday (I think from the airport) to say let me know if one is needed this week but both looks like Steph is away today too.

Thanks,

Josh

Josh Burrell

Transport for London | **Advisor to the Managing Director, London Underground (Secondment)**
Palestra (11B4), 197 Blackfriars Road, London. SE1 8NJ

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

From: Brown Andy (Corporate Affairs)

Sent: 03 December 2018 17:10

To: Mannah Sylvia; Burrell Joshua

Cc: Doyne Stephanie; Keane Kate

Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

Hi Sylvia / Josh,

Sorry I didn't acknowledge this note. I am just getting it signed off with Mike now, and will then circulate (even though we have had a number of discussions with CRL since then).

Please note I have made one addition to para 2.5, following previous discussions with Legal.

I assume the team is still working on a new note for this week - please let me know if that is not the case!

Andy

[REDACTED] | [REDACTED]

From: Mannah Sylvia

Sent: 27 November 2018 09:19

To: Keane Kate; Burrell Joshua; Brown Andy (Corporate Affairs)

Cc: Doyne Stephanie

Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

Andy,

Please review the version attached. It includes the final version of Howard's note and update wording on the cost section.

Thanks,

Sylvia

From: Keane Kate

Sent: 26 November 2018 16:43

To: Burrell Joshua; Brown Andy (Corporate Affairs)

Cc: Mannah Sylvia; Doyne Stephanie

Subject: FW: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

Many thanks Josh

Andy,

See attached – let us know of any queries.

Thanks

Kate

Kate Keane

Business Development and Governance Manager | Corporate Affairs

Phone: [REDACTED] (auto [REDACTED] | Mobile: [REDACTED])

From: Burrell Joshua

Sent: 26 November 2018 16:40

To: Keane Kate

Cc: Doyne Stephanie; Mannah Sylvia

Subject: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

NOTE: Links to attachments can be double-clicked to be accessed

Hi Kate,

This week's Mayor Update is attached with the Crossrail and Bombardier sections.

Please do let me know if you have any queries.

Kind regards,

Josh

Josh Burrell

Transport for London | **Advisor to the Managing Director, London Underground (Secondment)**

Palestra (11B4), 197 Blackfriars Road, London. SE1 8NJ

Tel: [REDACTED] | Ext: [REDACTED] | Mob: [REDACTED] | E-mail: [REDACTED] [tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)

www.tfl.gov.uk

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From: [Brown Andy \(Corporate Affairs\)](#)
To: [Zavitz Richard](#); [Burrell Joshua](#)
Cc: [Doyne Stephanie](#); [Keane Kate](#); [Mannah Sylvia](#)
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)
Date: 03 December 2018 18:02:09

Great - thanks Richard. Sorry to give you so little notice.

Andy

[REDACTED] | [REDACTED]

From: Zavitz Richard
Sent: 03 December 2018 18:02
To: Brown Andy (Corporate Affairs); Burrell Joshua
Cc: Doyne Stephanie; Keane Kate; Mannah Sylvia
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

Thanks Andy,

I'll coordinate with Lucy and Howard to get you a note to share with Mike on Wednesday.

Richard

From: Brown Andy (Corporate Affairs)
Sent: 03 December 2018 17:52
To: Zavitz Richard; Burrell Joshua
Cc: Doyne Stephanie; Keane Kate; Mannah Sylvia
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

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If it doesn't include a BT note this one time then that can probably be explained away.

Andy

[REDACTED] | [REDACTED]

From: Zavitz Richard
Sent: 03 December 2018 17:50
To: Brown Andy (Corporate Affairs); Burrell Joshua
Cc: Doyne Stephanie; Keane Kate; Mannah Sylvia
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

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Richard

From: Brown Andy (Corporate Affairs)
Sent: 03 December 2018 17:48
To: Burrell Joshua; Zavitz Richard
Cc: Doyne Stephanie; Keane Kate; Mannah Sylvia
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

If they could write something during the day tomorrow then I could run it past Mike on

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[REDACTED] | [REDACTED]

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Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

Copying in Richard Zavitz who can speak to Lucy – do you know what timescale you'd need this one by Andy bearing in mind the last one is nearly a week old?

Thanks,

Josh

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Sent: 03 December 2018 17:28

To: Burrell Joshua

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Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

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Cc: Doyne Stephanie; Keane Kate; Mannah Sylvia

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Thanks,

Josh

Josh Burrell

Transport for London | **Advisor to the Managing Director, London Underground (Secondment)**

Palestra (11B4), 197 Blackfriars Road, London. SE1 8NJ

Tel: [REDACTED] | Ext: [REDACTED] | Mob: [REDACTED] | E-mail: [REDACTED] [tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)

www.tfl.gov.uk

From: Brown Andy (Corporate Affairs)

Sent: 03 December 2018 17:10

To: Mannah Sylvia; Burrell Joshua

Cc: Doyne Stephanie; Keane Kate

Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

Hi Sylvia / Josh,

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I assume the team is still working on a new note for this week - please let me know if that is not the case!

Andy

From: Mannah Sylvia

Sent: 27 November 2018 09:19

To: Keane Kate; Burrell Joshua; Brown Andy (Corporate Affairs)

Cc: Doyne Stephanie

Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

Andy,

Please review the version attached. It includes the final version of Howard's note and update wording on the cost section.

Thanks,

Sylvia

From: Keane Kate

Sent: 26 November 2018 16:43

To: Burrell Joshua; Brown Andy (Corporate Affairs)

NOTE: Links to attachments can be double-clicked to be accessed

Cc: Mannah Sylvia; Doyne Stephanie

Subject: FW: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

Many thanks Josh

Andy,

See attached – let us know of any queries.

Thanks

Kate

Kate Keane

Business Development and Governance Manager | Corporate Affairs

Phone: [REDACTED] (auto [REDACTED] | Mobile: [REDACTED])

From: Burrell Joshua

Sent: 26 November 2018 16:40

To: Keane Kate

Cc: Doyne Stephanie; Mannah Sylvia

Subject: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

Hi Kate,

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Please do let me know if you have any queries.

Kind regards,

Josh

Josh Burrell

Transport for London | **Advisor to the Managing Director, London Underground (Secondment)**

Palestra (11B4), 197 Blackfriars Road, London. SE1 8NJ

Tel: [REDACTED] | Ext: [REDACTED] | Mob: [REDACTED] | E-mail: [REDACTED]@[tfl.gov.uk](mailto:tfll.gov.uk)

www.tfl.gov.uk

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From: [Zavitz Richard](#)
To: [Brown Andy \(Corporate Affairs\)](#); [Burrell Joshua](#)
Cc: [Doyne Stephanie](#); [Keane Kate](#); [Mannah Sylvia](#)
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)
Date: 05 December 2018 11:43:29
Attachments: [Weekly Mayor Update 051218_v3.docx](#)

Hi Andy,

Find attached the latest note for this week. We have included an update in Section 5 for the rolling stock and will continue with the joint BT notes next week. Howard will provide any further updates this afternoon as appropriate. I will let you know when I have the latest. In the meantime, I can respond to any comments you have on the note.

Richard

Richard Zavitz

Principal Sponsor | Crossrail Joint Sponsor Team

Phone: [REDACTED] (auto [REDACTED]) |

4th Floor North Wing, 55 Broadway, London SW1H 0DB | Email:

[REDACTED] [tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)



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From: [Keane Kate](#)
To: [Zavitz Richard](#); [Doyne Stephanie](#); [Brown Andy \(Corporate Affairs\)](#); [Burrell Joshua](#)
Cc: [Mannah Sylvia](#)
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)
Date: 05 December 2018 18:17:03

Thanks Richard – the current note is with Mike for review but understandably everyone has been in meetings most of today.

Kate

From: Zavitz Richard
Sent: 05 December 2018 18:15
To: Doyne Stephanie; Brown Andy (Corporate Affairs); Burrell Joshua
Cc: Keane Kate; Mannah Sylvia
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)
Hi Stephanie,

It's been a busy day with Howard at CRL Board for most of the day. He hasn't responded yet. If you need to send something today I would stick with the update provided. Otherwise Howard is sure to respond first thing tomorrow.

Thanks

Richard

From: Doyne Stephanie
Sent: 05 December 2018 16:19
To: Zavitz Richard; Brown Andy (Corporate Affairs); Burrell Joshua
Cc: Keane Kate; Mannah Sylvia
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)
Thanks.

Kind regards

Stephanie

From: Zavitz Richard
Sent: 05 December 2018 15:43
To: Doyne Stephanie; Brown Andy (Corporate Affairs); Burrell Joshua
Cc: Keane Kate; Mannah Sylvia
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)
Hi Stephanie,

Not yet, but I'll chase.

Richard

From: Doyne Stephanie
Sent: 05 December 2018 15:24
To: Zavitz Richard; Brown Andy (Corporate Affairs); Burrell Joshua
Cc: Keane Kate; Mannah Sylvia
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)
Hi Richard,

Does Howard have anything to feed back for the note? Just want to make sure we send it over today.

Kind regards

Stephanie

From: Zavitz Richard
Sent: 05 December 2018 11:43
To: Brown Andy (Corporate Affairs); Burrell Joshua
Cc: Doyne Stephanie; Keane Kate; Mannah Sylvia
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)
Hi Andy,

Find attached the latest note for this week. We have included an update in Section 5 for the

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rolling stock and will continue with the joint BT notes next week. Howard will provide any further updates this afternoon as appropriate. I will let you know when I have the latest. In the meantime, I can respond to any comments you have on the note.

Richard

Richard Zavitz

Principal Sponsor | Crossrail Joint Sponsor Team

Phone: [REDACTED] (auto [REDACTED] |

4th Floor North Wing, 55 Broadway, London SW1H 0DB | Email:

[REDACTED] [tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)



NOTE: Links to attachments can be double-clicked to be accessed

From: [Brown Andy \(Corporate Affairs\)](#)
To: [Mannah Sylvia](#); [Burrell Joshua](#)
Cc: [Doyne Stephanie](#); [Keane Kate](#)
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)
Date: 03 December 2018 17:10:05
Attachments: [Weekly Mayor Update 261118 vAB.docx](#)

Hi Sylvia / Josh,

Sorry I didn't acknowledge this note. I am just getting it signed off with Mike now, and will then circulate (even though we have had a number of discussions with CRL since then). Please note I have made one addition to para 2.5, following previous discussions with Legal.

I assume the team is still working on a new note for this week - please let me know if that is not the case!

Andy

[REDACTED] | [REDACTED]

From: Mannah Sylvia
Sent: 27 November 2018 09:19
To: Keane Kate; Burrell Joshua; Brown Andy (Corporate Affairs)
Cc: Doyne Stephanie
Subject: RE: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

Andy,

Please review the version attached. It includes the final version of Howard's note and update wording on the cost section.

Thanks,

Sylvia

From: Keane Kate
Sent: 26 November 2018 16:43
To: Burrell Joshua; Brown Andy (Corporate Affairs)
Cc: Mannah Sylvia; Doyne Stephanie
Subject: FW: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

Many thanks Josh

Andy,

See attached – let us know of any queries.

Thanks

Kate

Kate Keane

Business Development and Governance Manager | Corporate Affairs

Phone: [REDACTED] (auto [REDACTED] | Mobile: [REDACTED])

From: Burrell Joshua
Sent: 26 November 2018 16:40
To: Keane Kate
Cc: Doyne Stephanie; Mannah Sylvia
Subject: TfL Restricted and Confidential - Weekly Mayor Update (Crossrail)

Hi Kate,

This week's Mayor Update is attached with the Crossrail and Bombardier sections.

Please do let me know if you have any queries.

Kind regards,

Josh

Josh Burrell

Transport for London | **Advisor to the Managing Director, London Underground (Secondment)**

Palestra (11B4), 197 Blackfriars Road, London. SE1 8NJ

Tel: [REDACTED] | Ext: [REDACTED] | Mob: [REDACTED] | E-mail: [REDACTED] [tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)

www.tfl.gov.uk

From: [Burrell Joshua](#)
To: [Keane Kate](#); [Brown Andy \(Corporate Affairs\)](#); [Doyne Stephanie](#)
Cc: [Zavitz Richard](#); [Mannah Sylvia](#)
Subject: RE: Weekly Mayor Update 171218
Date: 18 December 2018 16:58:43
Attachments: [Weekly Mayor Update 171218.docx](#)

Hi Kate, all

Small addition added in Howard's section as the top 4.2 point refers to results that weren't carried through into this week's version.

Please do send feedback on this attached version.

Thanks,

Josh

Josh Burrell

Transport for London | **Advisor to the Managing Director, London Underground (Secondment)**
Palestra (11B4), 197 Blackfriars Road, London. SE1 8NJ

Tel: [REDACTED] | Ext: [REDACTED] | Mob: [REDACTED] | E-mail: [REDACTED]@[tfl.gov.uk](mailto:tfll.gov.uk)
www.tfl.gov.uk

From: Keane Kate
Sent: 18 December 2018 16:30
To: Burrell Joshua; Brown Andy (Corporate Affairs); Doyne Stephanie
Cc: Zavitz Richard; Mannah Sylvia
Subject: RE: Weekly Mayor Update 171218
Many thanks Josh – we'll let you know of any comments.

Kate

From: Burrell Joshua
Sent: 18 December 2018 16:26
To: Keane Kate; Brown Andy (Corporate Affairs); Doyne Stephanie
Cc: Zavitz Richard; Mannah Sylvia
Subject: RE: Weekly Mayor Update 171218

Hi all,

Now with Howard's section included.

Thanks,

Josh

From: Keane Kate
Sent: 18 December 2018 13:21
To: Burrell Joshua; Brown Andy (Corporate Affairs); Doyne Stephanie
Cc: Zavitz Richard; Mannah Sylvia
Subject: RE: Weekly Mayor Update 171218
Thanks for this Josh – we'll review at this end.

Have you had Howard's section through or when do you expect to receive it?

Kate

From: Burrell Joshua
Sent: 18 December 2018 09:27
To: Brown Andy (Corporate Affairs); Keane Kate; Doyne Stephanie
Cc: Zavitz Richard; Mannah Sylvia
Subject: FW: Weekly Mayor Update 171218
I've seen Steph is on leave today so forwarding this one on in her absence in case.
We've not had Howard's section through yet.

Thanks,

Josh

From: Mannah Sylvia
Sent: 17 December 2018 18:11
To: Doyne Stephanie
Cc: Zavitz Richard; Burrell Joshua

NOTE: Links to attachments can be double-clicked to be accessed

Subject: Weekly Mayor Update 171218

Steph,

As mentioned, I'm not around tomorrow so attached is the current version minus any update from Howard, Josh and Richard will let you know when Howard's info is received.

Thanks,

Sylvia

NOTE: Links to attachments can be double-clicked to be accessed

From: [Doyne Stephanie](#)
To: [Burrell Joshua](#); [Keane Kate](#); [Brown Andy \(Corporate Affairs\)](#)
Cc: [Zavitz Richard](#); [Mannah Sylvia](#)
Subject: RE: Weekly Mayor Update 171218
Date: 19 December 2018 18:37:05
Attachments: [Weekly Mayor Update 191218.docx](#)

Hi Josh,

Please see attached the final note that has been sent across to City Hall.

Kind regards

Stephanie

From: Burrell Joshua
Sent: 18 December 2018 16:59
To: Keane Kate; Brown Andy (Corporate Affairs); Doyne Stephanie
Cc: Zavitz Richard; Mannah Sylvia
Subject: RE: Weekly Mayor Update 171218

Hi Kate, all

Small addition added in Howard's section as the top 4.2 point refers to results that weren't carried through into this week's version.

Please do send feedback on this attached version.

Thanks,

Josh

Josh Burrell

Transport for London | **Advisor to the Managing Director, London Underground (Secondment)**
Palestra (11B4), 197 Blackfriars Road, London. SE1 8NJ

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

From: Keane Kate
Sent: 18 December 2018 16:30
To: Burrell Joshua; Brown Andy (Corporate Affairs); Doyne Stephanie
Cc: Zavitz Richard; Mannah Sylvia
Subject: RE: Weekly Mayor Update 171218

Many thanks Josh – we'll let you know of any comments.

Kate

From: Burrell Joshua
Sent: 18 December 2018 16:26
To: Keane Kate; Brown Andy (Corporate Affairs); Doyne Stephanie
Cc: Zavitz Richard; Mannah Sylvia
Subject: RE: Weekly Mayor Update 171218

Hi all,

Now with Howard's section included.

Thanks,

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Cc: Zavitz Richard; Mannah Sylvia
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Sent: 18 December 2018 09:27
To: Brown Andy (Corporate Affairs); Keane Kate; Doyne Stephanie
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Thanks,

Josh

From: Mannah Sylvia

Sent: 17 December 2018 18:11

To: Doyne Stephanie

Cc: Zavitz Richard; Burrell Joshua

Subject: Weekly Mayor Update 171218

Steph,

As mentioned, I'm not around tomorrow so attached is the current version minus any update from Howard, Josh and Richard will let you know when Howard's info is received.

Thanks,

Sylvia

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From: [Burrell Joshua](#)
To: [Keane Kate](#); [Brown Andy \(Corporate Affairs\)](#); [Doyne Stephanie](#)
Cc: [Zavitz Richard](#); [Mannah Sylvia](#)
Subject: RE: Weekly Mayor Update 171218
Date: 18 December 2018 16:25:40
Attachments: [Weekly Mayor Update 171218.docx](#)

Hi all,
Now with Howard's section included.
Thanks,
Josh

From: Keane Kate
Sent: 18 December 2018 13:21
To: Burrell Joshua; Brown Andy (Corporate Affairs); Doyne Stephanie
Cc: Zavitz Richard; Mannah Sylvia
Subject: RE: Weekly Mayor Update 171218
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Cc: Zavitz Richard; Mannah Sylvia
Subject: FW: Weekly Mayor Update 171218
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We've not had Howard's section through yet.
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Sent: 17 December 2018 18:11
To: Doyne Stephanie
Cc: Zavitz Richard; Burrell Joshua
Subject: Weekly Mayor Update 171218

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Thanks,
Sylvia

NOTE: Links to attachments can be double-clicked to be accessed

From: [Findlay Lucy](#)
To: [Mannah Sylvia](#); [Smith Howard](#)
Cc: [Zavitz Richard](#); [Burrell Joshua](#); [Grainger Beth \(Elizabeth line\)](#)
Subject: RE: Weekly note
Date: 11 December 2018 17:37:52
Attachments: [Weekly Mayor Update 111218.docx](#)

Here you go.

Lucy Findlay, Chief of Staff, Crossrail Ltd

M: [REDACTED] T: [REDACTED] (Ext [REDACTED])
[REDACTED] [crossrail.tfl.gov.uk](mailto:[REDACTED]@crossrail.tfl.gov.uk)

5 Endeavour Square, 6th floor Red Zone, London E20 1JN

From: Mannah Sylvia
Sent: 11 December 2018 17:12
To: Smith Howard
Cc: Findlay Lucy ; Zavitz Richard ; Burrell Joshua ; Grainger Beth (Elizabeth line)
Subject: RE: Weekly note
[That's fine Howard – thank you.](#)

From: Smith Howard
Sent: 11 December 2018 16:53
To: Mannah Sylvia
Cc: Findlay Lucy; Zavitz Richard; Burrell Joshua; Grainger Beth (Elizabeth line)
Subject: Re: Weekly note
Thanks - will try but back to back - perhaps shorter than usual and won't have time for BT circulation.
Howard

Sent from my iPhone

On 11 Dec 2018, at 13:55, Mannah Sylvia <[\[REDACTED\]@tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)> wrote:

Hi Howard and Lucy,
I hope you're both. I've spoken to Mike's office and they have confirmed that a weekly note for this week is required – sorry!
Can you please send me your respective drafts by tomorrow morning?

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](mailto:[REDACTED]@tfl.gov.uk)

www.tfl.gov.uk

NOTE: Links to attachments can be double-clicked to be accessed

From: [Mannah Sylvia](#)
To: [Smith Howard](#); [Findlay Lucy](#)
Cc: [Zavitz Richard](#); [Burrell Joshua](#); [Grainger Beth \(Elizabeth line\)](#); [Clarke Phil \(ELLP\)](#)
Subject: RE: Weekly note
Date: 12 December 2018 16:07:28
Attachments: [Weekly Mayor Update 111218.docx](#)

Lucy and Howard,
Many thanks for your updates. Please find the note attached with some amends and comments from me.
Thanks,
Sylvia

From: Smith Howard
Sent: 12 December 2018 10:52
To: Findlay Lucy; Mannah Sylvia
Cc: Zavitz Richard; Burrell Joshua; Grainger Beth (Elizabeth line); Clarke Phil (ELLP)
Subject: RE: Weekly note
BT Report attached – this is shorter and has not been shared with BT. Lucy, may provide wording that can be used in the main report re TW14.
In future worth thinking about a single weekly report – not sure the value of sharing with BT outweighs the appearance of separation between the two.
Kind regards
Howard

From: Findlay Lucy
Sent: 11 December 2018 17:38
To: Mannah Sylvia ; Smith Howard
Cc: Zavitz Richard ; Burrell Joshua ; Grainger Beth (Elizabeth line)
Subject: RE: Weekly note
Here you go.

Lucy Findlay, Chief of Staff, Crossrail Ltd
M: [REDACTED] T: [REDACTED] (Ext [REDACTED])
[REDACTED] [crossrail.tfl.gov.uk](mailto:[REDACTED]@crossrail.tfl.gov.uk)
5 Endeavour Square, 6th floor Red Zone, London E20 1JN

From: Mannah Sylvia
Sent: 11 December 2018 17:12
To: Smith Howard <[REDACTED]@tfl.gov.uk>
Cc: Findlay Lucy <[REDACTED]@crossrail.tfl.gov.uk>; Zavitz Richard <[REDACTED]@tfl.gov.uk>; Burrell Joshua <[REDACTED]@tfl.gov.uk>; Grainger Beth (Elizabeth line) <[REDACTED]@tfl.gov.uk>
Subject: RE: Weekly note

That's fine Howard – thank you.

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Sent: 11 December 2018 16:53
To: Mannah Sylvia
Cc: Findlay Lucy; Zavitz Richard; Burrell Joshua; Grainger Beth (Elizabeth line)
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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

NOTE: Links to attachments can be double-clicked to be accessed

From: [Findlay Lucy](#)
To: [Mannah Sylvia](#); [Smith Howard](#)
Cc: [Zavitz Richard](#); [Burrell Joshua](#); [Grainger Beth \(Elizabeth line\)](#); [Clarke Phil \(ELLP\)](#)
Subject: RE: Weekly note
Date: 12 December 2018 16:22:31
Attachments: [Weekly Mayor Update 111218v2.docx](#)

Here you go Sylvia a couple of responses to the comments.

Lucy Findlay, Chief of Staff, Crossrail Ltd

M: [REDACTED] T: [REDACTED] (Ext [REDACTED])
[REDACTED] [crossrail.tfl.gov.uk](mailto:[REDACTED]@crossrail.tfl.gov.uk)

5 Endeavour Square, 6th floor Red Zone, London E20 1JN

From: Mannah Sylvia
Sent: 12 December 2018 16:07
To: Smith Howard ; Findlay Lucy
Cc: Zavitz Richard ; Burrell Joshua ; Grainger Beth (Elizabeth line) ; Clarke Phil (ELLP)
Subject: RE: Weekly note

Lucy and Howard,
Many thanks for your updates. Please find the note attached with some amends and comments from me.
Thanks,
Sylvia

From: Smith Howard
Sent: 12 December 2018 10:52
To: Findlay Lucy; Mannah Sylvia
Cc: Zavitz Richard; Burrell Joshua; Grainger Beth (Elizabeth line); Clarke Phil (ELLP)
Subject: RE: Weekly note
BT Report attached – this is shorter and has not been shared with BT. Lucy, may provide wording that can be used in the main report re TW14.
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Kind regards
Howard

From: Findlay Lucy
Sent: 11 December 2018 17:38
To: Mannah Sylvia <[\[REDACTED\]@tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)>; Smith Howard <[\[REDACTED\]@tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)>
Cc: Zavitz Richard <[\[REDACTED\]@tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)>; Burrell Joshua <[\[REDACTED\]@tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)>; Grainger Beth (Elizabeth line) <[\[REDACTED\]@tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)>
Subject: RE: Weekly note

Here you go.

Lucy Findlay, Chief of Staff, Crossrail Ltd

M: [REDACTED] T: [REDACTED] (Ext [REDACTED])
[REDACTED] [crossrail.tfl.gov.uk](mailto:[REDACTED]@crossrail.tfl.gov.uk)

5 Endeavour Square, 6th floor Red Zone, London E20 1JN

From: Mannah Sylvia
Sent: 11 December 2018 17:12
To: Smith Howard <[\[REDACTED\]@tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)>
Cc: Findlay Lucy <[\[REDACTED\]@crossrail.tfl.gov.uk](mailto:[REDACTED]@crossrail.tfl.gov.uk)>; Zavitz Richard <[\[REDACTED\]@tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)>; Burrell Joshua <[\[REDACTED\]@tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)>; Grainger Beth (Elizabeth line) <[\[REDACTED\]@tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)>
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That's fine Howard – thank you.

From: Smith Howard

Sent: 11 December 2018 16:53

To: Mannah Sylvia

Cc: Findlay Lucy; Zavitz Richard; Burrell Joshua; Grainger Beth (Elizabeth line)

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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

From: [Zavitz Richard](#)
To: [Mannah Sylvia](#); [Findlay Lucy](#); [Smith Howard](#)
Cc: [Burrell Joshua](#); [Grainger Beth \(Elizabeth line\)](#); [Clarke Phil \(ELLP\)](#)
Subject: RE: Weekly note
Date: 12 December 2018 16:29:48

Hi Sylvia,

For your comment to Howard in Section 5 (Train production and testing) , we can replace the text with the following (as per usual reports):

A detailed update on progress with Bombardier is provided in Appendix A.

We replaced it last week as we didn't have the separate note in the appendix. Howard has provided an update on the Heathrow programme in his note.

Thanks

Richard

From: Mannah Sylvia
Sent: 12 December 2018 16:24
To: Findlay Lucy; Smith Howard
Cc: Zavitz Richard; Burrell Joshua; Grainger Beth (Elizabeth line); Clarke Phil (ELLP)
Subject: RE: Weekly note
Thanks Lucy.

From: Findlay Lucy
Sent: 12 December 2018 16:22
To: Mannah Sylvia; Smith Howard
Cc: Zavitz Richard; Burrell Joshua; Grainger Beth (Elizabeth line); Clarke Phil (ELLP)
Subject: RE: Weekly note

Here you go Sylvia a couple of responses to the comments.

Lucy Findlay, Chief of Staff, Crossrail Ltd

M: [REDACTED] T: [REDACTED] (Ext [REDACTED])
[REDACTED] [crossrail.tfl.gov.uk](mailto:[REDACTED]@crossrail.tfl.gov.uk)

5 Endeavour Square, 6th floor Red Zone, London E20 1JN

From: Mannah Sylvia
Sent: 12 December 2018 16:07
To: Smith Howard ; Findlay Lucy
Cc: Zavitz Richard ; Burrell Joshua ; Grainger Beth (Elizabeth line) ; Clarke Phil (ELLP)
Subject: RE: Weekly note

Lucy and Howard,

Many thanks for your updates. Please find the note attached with some amends and comments from me.

**Thanks,
Sylvia**

From: Smith Howard
Sent: 12 December 2018 10:52
To: Findlay Lucy; Mannah Sylvia
Cc: Zavitz Richard; Burrell Joshua; Grainger Beth (Elizabeth line); Clarke Phil (ELLP)
Subject: RE: Weekly note

BT Report attached – this is shorter and has not been shared with BT. Lucy, may provide wording that can be used in the main report re TW14.

In future worth thinking about a single weekly report – not sure the value of sharing with BT outweighs the appearance of separation between the two.

Kind regards

Howard

From: Findlay Lucy
Sent: 11 December 2018 17:38

NOTE: Links to attachments can be double-clicked to be accessed

To: Mannah Sylvia <[REDACTED]@tfl.gov.uk>; Smith Howard <[REDACTED]@tfl.gov.uk>
Cc: Zavitz Richard <[REDACTED]@tfl.gov.uk>; Burrell Joshua <[REDACTED]@tfl.gov.uk>;
Grainger Beth (Elizabeth line) <[REDACTED]@tfl.gov.uk>
Subject: RE: Weekly note

Here you go.

Lucy Findlay, Chief of Staff, Crossrail Ltd

M: [REDACTED] T: [REDACTED] (Ext [REDACTED])
[REDACTED]@crossrail.tfl.gov.uk

5 Endeavour Square, 6th floor Red Zone, London E20 1JN

From: Mannah Sylvia

Sent: 11 December 2018 17:12

To: Smith Howard <[REDACTED]@tfl.gov.uk>

Cc: Findlay Lucy <[REDACTED]@crossrail.tfl.gov.uk>; Zavitz Richard <[REDACTED]@tfl.gov.uk>;
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Sylvia Mannah

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www.tfl.gov.uk

NOTE: Links to attachments can be double-clicked to be accessed

From: [Mannah Sylvia](#)
To: [Findlay Lucy](#); [Smith Howard](#)
Cc: [Zavitz Richard](#); [Burrell Joshua](#); [Grainger Beth \(Elizabeth line\)](#); [Clarke Phil \(ELLP\)](#)
Subject: RE: Weekly note
Date: 17 December 2018 11:19:47
Attachments: [Weekly Mayor Update 121218.docx](#)

Morning Howard and Lucy,

I hope you both had lovely weekends 😊. Although last week's note was not issued 😞, we've been asked to prepare one for this week. Attached is the one I sent to Mike's office last week.

Thanks,
Sylvia

From: Findlay Lucy
Sent: 12 December 2018 16:22
To: Mannah Sylvia; Smith Howard
Cc: Zavitz Richard; Burrell Joshua; Grainger Beth (Elizabeth line); Clarke Phil (ELLP)
Subject: RE: Weekly note

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M: [REDACTED] T: [REDACTED] (Ext [REDACTED])
[REDACTED] [crossrail.tfl.gov.uk](mailto:[REDACTED]@crossrail.tfl.gov.uk)

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Subject: RE: Weekly note

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From: Findlay Lucy
Sent: 11 December 2018 17:38
To: Mannah Sylvia <[REDACTED]@tfl.gov.uk>; Smith Howard <[REDACTED]@tfl.gov.uk>
Cc: Zavitz Richard <[REDACTED]@tfl.gov.uk>; Burrell Joshua <[REDACTED]@tfl.gov.uk>; Grainger Beth (Elizabeth line) <[REDACTED]@tfl.gov.uk>
Subject: RE: Weekly note

Here you go.

Lucy Findlay, Chief of Staff, Crossrail Ltd

NOTE: Links to attachments can be double-clicked to be accessed

M: [REDACTED] T: [REDACTED] (Ext [REDACTED])
[REDACTED] [crossrail.tfl.gov.uk](mailto:[REDACTED]@crossrail.tfl.gov.uk)

5 Endeavour Square, 6th floor Red Zone, London E20 1JN

From: Mannah Sylvia

Sent: 11 December 2018 17:12

To: Smith Howard <[REDACTED]@tfl.gov.uk>

Cc: Findlay Lucy <[REDACTED]@crossrail.tfl.gov.uk>; Zavitz Richard <[REDACTED]@tfl.gov.uk>;

Burrell Joshua <[REDACTED]@tfl.gov.uk>; Grainger Beth (Elizabeth line)

<[REDACTED]@tfl.gov.uk>

Subject: RE: Weekly note

[That's fine Howard – thank you.](#)

From: Smith Howard

Sent: 11 December 2018 16:53

To: Mannah Sylvia

Cc: Findlay Lucy; Zavitz Richard; Burrell Joshua; Grainger Beth (Elizabeth line)

Subject: Re: Weekly note

Thanks - will try but back to back - perhaps shorter than usual and won't have time for BT circulation.

Howard

Sent from my iPhone

On 11 Dec 2018, at 13:55, Mannah Sylvia <[REDACTED]@tfl.gov.uk> wrote:

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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](mailto:[REDACTED]@tfl.gov.uk)

www.tfl.gov.uk

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From: [Findlay Lucy](#)
To: [Mannah Sylvia](#); [Smith Howard](#)
Cc: [Zavitz Richard](#); [Burrell Joshua](#); [Grainger Beth \(Elizabeth line\)](#)
Subject: RE: Weekly note
Date: 17 December 2018 16:49:27
Attachments: [Weekly Mayor Update 171218.docx](#)

Here you go

Lucy Findlay, Chief of Staff, Crossrail Ltd

M: [REDACTED] T: [REDACTED] (Ext [REDACTED])
[REDACTED] [crossrail.tfl.gov.uk](mailto:[REDACTED]@crossrail.tfl.gov.uk)

5 Endeavour Square, 6th floor Red Zone, London E20 1JN

From: Mannah Sylvia
Sent: 11 December 2018 13:56
To: Smith Howard ; Findlay Lucy
Cc: Zavitz Richard ; Burrell Joshua ; Grainger Beth (Elizabeth line)
Subject: RE: Weekly note

Hi Howard and Lucy,

I hope you're both. I've spoken to Mike's office and they have confirmed that a weekly note for this week is required – sorry!

Can you please send me your respective drafts by tomorrow morning?

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](mailto:[REDACTED]@tfl.gov.uk)
www.tfl.gov.uk

NOTE: Links to attachments can be double-clicked to be accessed

From: [Smith Howard](#)
To: [Mannah Sylvia](#); [Findlay Lucy](#); [Burrell Joshua](#)
Cc: [Zavitz Richard](#); [Burrell Joshua](#); [Grainger Beth \(Elizabeth line\)](#); [Clarke Phil \(ELLP\)](#)
Subject: RE: Weekly note
Date: 18 December 2018 15:08:17
Attachments: [181217 Mayor-BT Chairmans Weekly \(Final\).docx](#)

BT Update attached, once again haven't put this to BT. Modest changes from last week, confirmation of config for Main Dynamic Testing (good) and slippage on FLU's on GW to new year earliest (bad).

Howard

From: Mannah Sylvia
Sent: 17 December 2018 11:20
To: Findlay Lucy ; Smith Howard
Cc: Zavitz Richard ; Burrell Joshua ; Grainger Beth (Elizabeth line) ; Clarke Phil (ELLP)
Subject: RE: Weekly note

Morning Howard and Lucy,

I hope you both had lovely weekends ☺. Although last week's note was not issued ☹, we've been asked to prepare one for this week. Attached is the one I sent to Mike's office last week.

Thanks,
Sylvia

From: Findlay Lucy
Sent: 12 December 2018 16:22
To: Mannah Sylvia; Smith Howard
Cc: Zavitz Richard; Burrell Joshua; Grainger Beth (Elizabeth line); Clarke Phil (ELLP)
Subject: RE: Weekly note

Here you go Sylvia a couple of responses to the comments.

Lucy Findlay, Chief of Staff, Crossrail Ltd

M: [REDACTED] T: [REDACTED] (Ext [REDACTED])
[REDACTED] [crossrail.tfl.gov.uk](mailto:[REDACTED]@crossrail.tfl.gov.uk)

5 Endeavour Square, 6th floor Red Zone, London E20 1JN

From: Mannah Sylvia
Sent: 12 December 2018 16:07
To: Smith Howard <[REDACTED]@tfl.gov.uk>; Findlay Lucy <[REDACTED]@crossrail.tfl.gov.uk>
Cc: Zavitz Richard <[REDACTED]@tfl.gov.uk>; Burrell Joshua <[REDACTED]@tfl.gov.uk>; Grainger Beth (Elizabeth line) <[REDACTED]@tfl.gov.uk>; Clarke Phil (ELLP) <[REDACTED]@tfl.gov.uk>
Subject: RE: Weekly note

Lucy and Howard,

Many thanks for your updates. Please find the note attached with some amends and comments from me.

Thanks,
Sylvia

From: Smith Howard
Sent: 12 December 2018 10:52
To: Findlay Lucy; Mannah Sylvia
Cc: Zavitz Richard; Burrell Joshua; Grainger Beth (Elizabeth line); Clarke Phil (ELLP)
Subject: RE: Weekly note

BT Report attached – this is shorter and has not been shared with BT. Lucy, may provide wording that can be used in the main report re TW14.

In future worth thinking about a single weekly report – not sure the value of sharing with BT

outweighs the appearance of separation between the two.

Kind regards

Howard

From: Findlay Lucy

Sent: 11 December 2018 17:38

To: Mannah Sylvia <[REDACTED]@tfl.gov.uk>; Smith Howard <[REDACTED]@tfl.gov.uk>

Cc: Zavitz Richard <[REDACTED]@tfl.gov.uk>; Burrell Joshua <[REDACTED]@tfl.gov.uk>;

Grainger Beth (Elizabeth line) <[REDACTED]@tfl.gov.uk>

Subject: RE: Weekly note

Here you go.

Lucy Findlay, Chief of Staff, Crossrail Ltd

M: [REDACTED] T: [REDACTED] (Ext [REDACTED])

[REDACTED]@crossrail.tfl.gov.uk

5 Endeavour Square, 6th floor Red Zone, London E20 1JN

From: Mannah Sylvia

Sent: 11 December 2018 17:12

To: Smith Howard <[REDACTED]@tfl.gov.uk>

Cc: Findlay Lucy <[REDACTED]@crossrail.tfl.gov.uk>; Zavitz Richard <[REDACTED]@tfl.gov.uk>;

Burrell Joshua <[REDACTED]@tfl.gov.uk>; Grainger Beth (Elizabeth line)

<[REDACTED]@tfl.gov.uk>

Subject: RE: Weekly note

[That's fine Howard – thank you.](#)

From: Smith Howard

Sent: 11 December 2018 16:53

To: Mannah Sylvia

Cc: Findlay Lucy; Zavitz Richard; Burrell Joshua; Grainger Beth (Elizabeth line)

Subject: Re: Weekly note

Thanks - will try but back to back - perhaps shorter than usual and won't have time for BT circulation.

Howard

Sent from my iPhone

On 11 Dec 2018, at 13:55, Mannah Sylvia <[REDACTED]@tfl.gov.uk> wrote:

Hi Howard and Lucy,

I hope you're both. I've spoken to Mike's office and they have confirmed that a weekly note for this week is required – sorry!

Can you please send me your respective drafts by tomorrow morning?

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

NOTE: Links to attachments can be double-clicked to be accessed

From: [Smith Howard](#)
To: [Findlay Lucy](#); [Mannah Sylvia](#)
Cc: [Zavitz Richard](#); [Burrell Joshua](#); [Grainger Beth \(Elizabeth line\)](#); [Clarke Phil \(ELLP\)](#)
Subject: RE: Weekly note
Date: 12 December 2018 10:51:34
Attachments: [181213 Mayor-BT Chairmans Weekly \(Final\).docx](#)

BT Report attached – this is shorter and has not been shared with BT. Lucy, may provide wording that can be used in the main report re TW14.

In future worth thinking about a single weekly report – not sure the value of sharing with BT outweighs the appearance of separation between the two.

Kind regards

Howard

From: Findlay Lucy
Sent: 11 December 2018 17:38
To: Mannah Sylvia ; Smith Howard
Cc: Zavitz Richard ; Burrell Joshua ; Grainger Beth (Elizabeth line)
Subject: RE: Weekly note

Here you go.

Lucy Findlay, Chief of Staff, Crossrail Ltd

M: [REDACTED] T: [REDACTED] (Ext [REDACTED])
[REDACTED] [crossrail.tfl.gov.uk](mailto:[REDACTED]@crossrail.tfl.gov.uk)

5 Endeavour Square, 6th floor Red Zone, London E20 1JN

From: Mannah Sylvia
Sent: 11 December 2018 17:12
To: Smith Howard <[\[REDACTED\]@tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)>
Cc: Findlay Lucy <[\[REDACTED\]@crossrail.tfl.gov.uk](mailto:[REDACTED]@crossrail.tfl.gov.uk)>; Zavitz Richard <[\[REDACTED\]@tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)>; Burrell Joshua <[\[REDACTED\]@tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)>; Grainger Beth (Elizabeth line) <[\[REDACTED\]@tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)>
Subject: RE: Weekly note

That's fine Howard – thank you.

From: Smith Howard
Sent: 11 December 2018 16:53
To: Mannah Sylvia
Cc: Findlay Lucy; Zavitz Richard; Burrell Joshua; Grainger Beth (Elizabeth line)
Subject: Re: Weekly note

Thanks - will try but back to back - perhaps shorter than usual and won't have time for BT circulation.

Howard

Sent from my iPhone

On 11 Dec 2018, at 13:55, Mannah Sylvia <[\[REDACTED\]@tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)> wrote:

Hi Howard and Lucy,
I hope you're both. I've spoken to Mike's office and they have confirmed that a weekly note for this week is required – sorry!
Can you please send me your respective drafts by tomorrow morning?

Thanks,

Sylvia

[Sylvia Mannah](#)

[Transport for London](#) | Senior Adviser to the Managing Director, London Underground

NOTE: Links to attachments can be double-clicked to be accessed

11B4 Palestra, 197 Blackfriars Road, London SE1 8NJ

Tel: [REDACTED] Ext: [REDACTED] Mob: [REDACTED] | E-mail:

[REDACTED] [tfl.gov.uk](mailto:[REDACTED]@tfl.gov.uk)

www.tfl.gov.uk

NOTE: Links to attachments can be double-clicked to be accessed

From: [Doyne Stephanie](#)
To: [David Bellamy](#); [Alexander Heidi](#); [Brown Mike \(Commissioner\)](#); [Wild Mark \(CEO Crossrail\)](#); [Kilonback Simon](#); [\[REDACTED\]@btinternet.com](#); [\[REDACTED\]@fidic.org](#)
Cc: [Steer Tim](#); [Erica Walker](#); [Milne Jamie](#); ["Andrea Kechiche"](#); [Thomson Linda](#); [Branks Kirsten](#); [Tagg Ella \(ST\)](#); [Bellars Lauren](#); [Keane Kate](#); [Brown Andy \(Corporate Affairs\)](#); [Findlay Lucy](#)
Subject: TfL Restricted - Weekly Crossrail update
Date: 19 December 2018 18:36:04
Attachments: [Weekly Mayor Update 191218.docx](#)
[image001.png](#)

Hi all,

Please find attached this week's Crossrail note.

Kind Regards

Stephanie

Stephanie Doyne

Corporate Affairs Manager

Customers, Communication and Technology

Palestra (11th Floor, 11Y8) | 197 Blackfriars Road | London SE1 8NJ

Phone: [REDACTED] | Auto: [REDACTED] | Mobile: [REDACTED]



NOTE: Links to attachments can be double-clicked to be accessed

From: [Doyne Stephanie](#)
To: [David Bellamy](#); [Alexander Heidi](#); [Brown Mike \(Commissioner\)](#); [Wild Mark \(CEO Crossrail\)](#); [Kilonback Simon](#); [\[REDACTED\]@btinternet.com](#); [\[REDACTED\]@fidic.org](#)
Cc: [Steer Tim](#); [Erica Walker](#); [Milne Jamie](#); ["Andrea Kechiche"](#); [Thomson Linda](#); [Branks Kirsten](#); [Tagg Ella \(ST\)](#); [Bellars Lauren](#); [Keane Kate](#); [Brown Andy \(Corporate Affairs\)](#); [Findlay Lucy](#)
Subject: TfL Restricted - Weekly Crossrail update
Date: 06 December 2018 15:36:20
Attachments: [Weekly Mayor Update 061218.docx](#)
[image001.png](#)

Hi all,

Find attached this week's Crossrail note.

Please note this briefing was written before the CRL Board meeting yesterday and does not reflect any discussion there.

Kind Regards

Stephanie

Stephanie Doyne

Corporate Affairs Manager

Customers, Communication and Technology

Palestra (11th Floor, 11Y8) | 197 Blackfriars Road | London SE1 8NJ

Phone: [REDACTED] | Auto: [REDACTED] | Mobile: [REDACTED]



NOTE: Links to attachments can be double-clicked to be accessed

From: [Mannah Sylvia](#)
To: [Doyne Stephanie](#)
Subject: Weekly Mayor Update 121218
Date: 13 December 2018 13:28:22
Attachments: [Weekly Mayor Update 121218.docx](#)

NOTE: Links to attachments can be double-clicked to be accessed

From: [Mannah Sylvia](#)
To: [Doyne Stephanie](#)
Cc: [Zavitz Richard](#); [Burrell Joshua](#)
Subject: Weekly Mayor Update 171218
Date: 17 December 2018 18:10:39
Attachments: [Weekly Mayor Update 171218.docx](#)

Steph,

As mentioned, I'm not around tomorrow so attached is the current version minus any update from Howard, Josh and Richard will let you know when Howard's info is received.

Thanks,
Sylvia

NOTE: Links to attachments can be double-clicked to be accessed

From: [Mannah Sylvia](#)
To: [Findlay Lucy](#); [Smith Howard](#)
Cc: [Burrell Joshua](#); [Zavitz Richard](#); [Hughes David \(Director of Strategy and Network Development\)](#); [Tucker John](#); [Price Amanda](#); [Adams Simon](#)
Bcc: [Morley Vicky](#); [Prior Lois](#); [Gasson Sarah](#)
Subject: Weekly Mayor Update 191218.docx
Date: 19 December 2018 20:20:52
Attachments: [Weekly Mayor Update 191218.docx](#)
[ATT00001.txt](#)

Evening,

Please find Attached the final version of the note that has been sent to City Hall today.

Thanks,

Sylvia

NOTE: Links to attachments can be double-clicked to be accessed

From: [Mannah Sylvia](#)
To: [Doyne Stephanie](#)
Cc: [Zavitz Richard](#); [Burrell Joshua](#)
Subject: Weekly note
Date: 02 December 2018 09:39:08

Hello,

I hope [REDACTED] If a note is needed next week (a big if!) then please let Richard know.

See you in a week.

SM

Sent from my iPhone