



# Technical Assurance

## Crossrail Notified National Technical Rules Guidance on Stakeholder Consultation

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### Document History:

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1.0	26-02-14	K. Harvey	S. Archbold	J. Patel	Internal Review
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## **1 Purpose**

To define the process of consultation of new Crossrail Notified National Technical Rules with relevant UK national stakeholders.

## **2 Scope**

Applies to consultation on all Notified National Technical Rules prepared by CRL for application on the Central Operating Section of the Crossrail project, which includes those already identified:

- CBTC technical standard – lineside infrastructure (in support of CCS TSI derogation)
- CBTC technical standard – on board interfaces (in support of CCS TSI derogation)
- Crossrail Gauging technical standard (in support of INF TSI derogation)

## **3 Definitions**

CBTC	Communications Based Train Control
CCS	Control Command & Signalling
COS	Central Operating Section
CRL	Crossrail Limited
CTOC	Crossrail Train Operating Company
DfT	Department for Transport
IM	Infrastructure Manager
INF	Infrastructure
NNTR	Notified National Technical Rule
NR	Network Rail (IM for Crossrail overland route excluding COS)
ORR	Office of Rail Regulation
RfL	Rail for London (IM for Crossrail COS)
RGS	Railway Group Standards
RSSB	Railway Safety and Standards Board
RU	Railway Undertaking
TRG	Technical Review Group
TSI	Technical Specification for Interoperability

## 4 Background

The overall process is explained in CRL procedure for managing TSIs and NNTRs [1].

The first step requires the NNTR to be prepared as a Crossrail Technical Standard in accordance with CRL Standards Management Procedure [2].

The following points are noted:

- Authors and CRL Functional Managers (see section 2.2 of reference [2]) of the new Crossrail technical standards are listed in 2.2 are given in table 1;
- First formal version of each standard will be endorsed by the CRL Technical Review Group (TRG) prior to UK national stakeholder consultation;
- Stakeholder consultation will be solely focused on the application of the future NNTR to the Central Operating Section (COS) of the Crossrail project;
- Post stakeholder consultation the standard will be revised by the author accounting for any comments received;
- Final formal version of the Crossrail technical standard will be approved by TRG prior to submission to DfT for notification to the European Commission as the National Technical Rule (NNTR) for application on the Crossrail project;
- Formal submission to DfT will be made by the CRL Head of System Safety.

**Table 1: NNTR Authors and CRL Functional Managers**

<b>Crossrail NNTR</b>	<b>Contract Author</b>	<b>CRL Functional Managers</b>
CBTC technical standard – lineside infrastructure	C620	Jonathan Osgood
CBTC technical standard – on board interfaces	C620	Jonathan Osgood
Crossrail Gauging technical standard	C122	Bruno Wolfrom

## 5 Stakeholder Consultation

Stakeholder consultation will be managed via the eB document control system to provide an auditable trail.

The relevant contract (author) document controller will be responsible for raising the document review work order and issuing the consultation packages to the stakeholders.

The CRL Functional Manager will appoint a Lead Reviewer for coordinating the responses.

The agreed UK national stakeholders are listed in Appendix A.

Each stakeholder will be issued with a covering letter explaining the background and timescales for completion of the consultation (Appendix B).

Stakeholder consultation will be recorded on the comment sheet given in Appendix C.

All consultation comments and author responses will be saved on the eB document control system for possible future audit.

## **6 Reference Documents**

1. CRL1-XRL-O8-GPS-CR001-50011, Crossrail Process for Managing TSIs and NNTRs
2. CRL1-XRL-O6-GPD-CR001-50001, Crossrail Standards Management Procedure

## **7 Appendices**

Appendix A: List of UK National Stakeholders

Appendix B: Covering letter for NNTR National Stakeholder Consultation

Appendix C: Comment Sheet for National Stakeholder Consultation

**Appendix A: List of UK National Stakeholders – for NNTR Consultation**

<b>Stakeholder</b>	<b>Reason For Consultation</b>	<b>CCS NNTR Name of Addressee</b>	<b>INF NNTR Name of Addressee</b>
<b>RfL</b>	Crossrail – future IM	Roger Cox	Roger Cox
<b>NR</b>	Adjacent IM	Martin Fargher	Martin Fargher
<b>LU</b>	Adjacent IM	David Wilson	David Wilson
<b>CTOC</b>	Crossrail – future RU	Nick Arthurton	Nick Arthurton
<b>Bombardier</b>	Crossrail Rolling Stock Manufacturer	Phil Garner	Phil Garner
<b>RSSB</b>	Relationship with existing RGS/NNTRs	Tom Lee	Bridget Eikoff
<b>DfT/ORR</b>	To confirm compliance with the agreed derogation	Farha Sheikh	Paul Hooper

**Note:**

Since the scope of application only applies to the Central Operating Section of Crossrail the consultation with Railway Undertakings has been limited to CTOC who will be the sole train operator over this section and the train manufacturer, Bombardier.

## **Appendix B: Covering Letter for National Stakeholder Consultation.**

TO BE PRINTED ON CRL LETTER HEAD

Direct Line: *Phone number of Lead Reviewer?*  
Our Ref: *eB number of letter?*  
Your Ref: *If relevant?*  
Date: *Date of letter?*

*Name of addressee?*  
*Job Title of addressee?*  
*Company name & address of National Stakeholder?*

Copy: *Names of cc copies of letter?*

*Name of addressee?*

**Subject: Crossrail Notified National Technical Rule Consultation –**  
***Insert eB number and Title of CRL Standard to be Consulted?***

As a consequence of derogation granted by DfT against *Insert section(s) and name of relevant TSI?* TSI the Crossrail Project has prepared the above technical standard to describe the alternative measures that will be put in place to meet the essential requirements of the TSI.

The purpose of this letter is to invite your comment on the above Crossrail technical standard, which is proposed to be notified to the European Commission as a National Technical Rule. Your comments should be made in the context of its application on the Central Operating Section of the Crossrail project, and not at a National level which is not the intention.

We enclose a copy of the Crossrail technical standard which we will be pleased if you will forward any observations you may wish to make within 21 days of receipt of this letter using the comment sheet provided. Unless the Lead Reviewer hears to the contrary within this timescale it will be assumed that you have no comments to make. You may make your comments in writing or if you prefer electronically using the email address provided below. The Lead Reviewer is:

*Name of CRL Lead Reviewer?*  
*CRL Job Title?*  
*Postal address of Lead Reviewer*  
*Email address of Lead Reviewer?*

Yours \_\_\_\_\_,

*Name of Lead Reviewer?*  
*CRL Job Title?*

Enc:

- *eB Number and title of CRL technical standard?*
- *eB number and title of review/comment sheet?*

## **Appendix C: Comment Sheet for National Stakeholder Consultation**

See next page.



**Crossrail Notified National Technical Rules Guidance on Stakeholder Consultation**  
**CRL1-XRL-O8-GUI-CR001-50002 Rev 2.0**

**Document Review Sheet**

Originator: <i>Lead Reviewer?</i>	Contract Number: <i>Author?</i>	Review Sheet Document Number: <i>eB Number for Traceability?</i>	Revision: <i>Sheet?</i>
Document Title: <i>Insert Title of CRL Standard/NNTR</i>		CRL Document Number: <i>eB Number CRL Std?</i>	Revision: <i>Std?</i>

Reviewer Details		Originator Details	
Reviewer: <i>Stakeholder Contact?</i>	Reviewers Initials: <i>Stakeholder Contact Initials?</i>	Name: <i>Lead Reviewer?</i>	Date:
Company: <i>National Stakeholder Company?</i>	Date:	Company: <i>CRL?</i>	Signature:
Position: <i>Job Title?</i>	Recommended Action: Objection <input type="checkbox"/> No Objection <input type="checkbox"/> No Objection(Revise as indicated below) <input type="checkbox"/>	Position: <i>CRL Job Title?</i>	

Reviewer Comments				Originator Response	
Comment Code Legend: A = action required on this issue    B = action required for next issue    C = advisory comment				Status Code Legend: i = incorporated    ii = open/under review    iii = evaluated/not incorporated	
Comment number	Comment Code	Document Reference	Review Comment	Status Code	Originator Comments
1.					
2.					
3.					
4.					
5.					
6.					