

Elizabeth Line Delivery Group – Outcomes

Thursday 18 August 2022

Members: Andy Byford, TfL Commissioner (Chair) (AB), Tricia Wright, Chief People Officer, TfL (TW), Rachel McLean, Chief Finance Officer, Crossrail, Finance Director, TfL (RM), Jim Crawford, Chief Programme Officer, Crossrail, TfL (JC)

Attendees: Joan Buszewska, Head of Elizabeth Line Programme Assurance, TfL (JB), Lorraine Humphrey, Director of Risk and Assurance, TfL (LH), Dharmina Shah, Corporate Affairs Lead, TfL (DS), Keith Sibley, Crossrail Mobilisation and Improvement Director (KS), Nigel Holness, Managing Director, MTR Crossrail (NH), Tim Ball, Director, Elizabeth Line, Network Rail (TB), Laurie Jacobs, Corporate Affairs Manager, TfL (LJ), Stewart Mills, Director of Infrastructure, Elizabeth Line, TfL (SM), James Peters, Government Affairs Lead, TfL (JP), Martin Stuckey, Operations Business Manager, Elizabeth Line, TfL (MS), Danny Fox, Deputy Director of Operations, Elizabeth Line (DF), Vicky Morley, Elizabeth Line Strategic Comms Lead, TfL (VM),

Apologies: Andy Lord, Chief Operating Officer, TfL, Phil Gaffney, Independent Expert Support, Howard Smith, Chief Operations Officer, Elizabeth Line

Item	Action	Owner	Due by
1 – Apologies, approval of previous minutes and actions	The minutes from the previous meeting were approved. The actions from the previous meeting were agreed to be covered by the agenda.		
2 – Operational performance	<p>SM gave the safety update, with no injuries or accidents to report in the period, and one incident of colleague illness. NH confirmed a strong period in terms of customer injuries, with usual issues around escalators but no significant incidents.</p> <p>DF gave the operational performance update, with generally good performance over the period. Started to see improvements in the West, with significant improvements in the East, and the COS holding stable. AB asked about incidents of more than a 15-minute delay – DF confirmed that in all cases lessons were being learned and recommendations emerging from reviews into the delays were being implemented thoroughly.</p> <p>NH added that there were some intermittent issues in the COS breaking up very strong days. Working with Network Rail on performance in the East and West. AB to pick up with</p>		

	<p>NH separately about potential for further engagement with NR on this performance.</p> <p>DF gave the update on step free access across the line. DF to arrange for an update on lift provision across the EL at next ELDG, or an update from Peter McNaught to be provided to AB in advance, which can then be noted at the next ELDG.</p> <p>SM gave the maintenance update, and the maintenance access improvement programme. SM to bring update on this plan to the next ELDG.</p>	<p>AB</p> <p>DF, SM</p> <p>SM</p>	<p>15/09/22</p> <p>15/09/22</p> <p>15/09/22</p>
3 – Programme update	<p>DF gave an update on the migration to full Elizabeth line service and confirmed that all items were running to plan, with timetable testing due to take place over the coming weekend. JC confirmed that there is no variance to the plan presented at the previous ELDG in the period.</p> <p>JC gave the programme update, with strong performance to the schedule during the period, and key software upgrades installed. Good progress through the T-minus process for Stage 5b minus, and now confirming scope for Stage 5c, with the T-34 date on 23 September.</p> <p>JC confirmed that CRL will deliver ELR400 next year, rather than transfer to RfL, and a plan for access requirements for the final LFB fix is being drawn up. JC to bring proposal to AB on potential Christmas access plan w/c 29 August, following engagement with RM and HS. This proposal will demonstrate a range of potential options and clearly show the pros and cons of each, along with financial, reputational, and programme impacts.</p> <p>JC confirmed that Bond Street T-minus process is progressing well and is on target to better the P50 date given to the Crossrail Board two years ago.</p>	<p>JC</p>	<p>02/09/22</p>

4 – Assurance	<p>JB gave the assurance update and confirmed that management responses to items raised in the period would be circulated to attendees after the meeting.</p> <p>In response to the Assurance points raised on resourcing, DF confirmed that whilst resourcing is tight from an operational perspective the picture was slowly improving. On points raised on performance, MS confirmed that performance improvement plans in the west are being finalised and will be fully ready in next two weeks.</p>	JB	25/08/22
5 - Communications update	<p>VM gave the communications update, with focus on 5B minus announcement to come, which is the start of the series of comms moments in the lead up to services beginning and the opening of Bond Street station. Planning stakeholder events and launches for each.</p> <p>Press activity also scheduled for the completion of Ilford and Romford stations.</p>		
6 - AOB	<p>TB agreed to give a fuller NR update at the next ELDG.</p>	TB	15/09/22
7 – Finance	<p>The Finance section was private for this meeting.</p>		