

Elizabeth Line Delivery Group – Outcomes

Thursday 13 October 2022

Members: Andy Byford, TfL Commissioner (Chair) (AB), Jim Crawford, Chief Programme Officer, Crossrail, TfL (JC), Howard Smith, Chief Operations Officer, Elizabeth Line, Rachel McLean, Chief Finance Officer, Crossrail, Finance Director, TfL (RM)

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), Tim Ball, Director, Elizabeth Line, Network Rail (TB), Laurie Jacobs, Corporate Affairs Manager, TfL (LJ) Nicola Cox, Head of Corporate Finance, TfL (NC), James Peters, Government Affairs Lead, TfL (JP), Martin Stuckey, Operations Business Manager, Elizabeth Line, TfL (MS), Vicky Morley, Elizabeth Line Strategic Comms Lead, TfL (VM), Phil Gaffney, Independent Expert Support (PG), Stewart Mills, Director of Infrastructure, Elizabeth Line, TfL (SM), Nigel Holness, Managing Director, MTR Crossrail (NH), David Davison, Great Western Director, Network Rail (DD)

Apologies: Andy Lord, Chief Operating Officer, TfL (AL), Tricia Wright, Chief People Officer, TfL (TW)

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>HS gave the operational safety update, with an increase in close calls in the period following an increased focus on reporting. JC highlighted the three high potential near misses on the programme safety report, but with now 1m hours without accidents at Bond Street. NH gave the safety report from MTR, with escalator accidents an area of focus, and in particular those related to customer luggage.</p> <p>HS gave the operational performance update, with focus in the period on PSD incidents and analysis of train failures. HS and NH summarised efforts to improving efficiency of operational response to incidents and a review of how learning is delivered to colleagues.</p> <p>DD gave the NR update, with 14 key activities between now at launch of 5B minus. TB added an update on the dewirement in the West in September, with reports on the incident available soon.</p>		

	<p>HS gave the update on demand, with peaks continuing to be shown on Tuesdays and Thursdays.</p> <p>SM gave the maintenance update. Action: RM asked if an update on capital renewals could be included as commentary within future updates at ELDG. SM agreed.</p>	SM	10/11/22
3 – Programme update	<p>HS gave the overview of the schedule for migration to full Elizabeth line services, with all items on track. Focus ahead of through running is performance in the West, and an emphasis on contingency planning. On Stage 5C, HS confirmed that MTR have submitted their timetable bid, with work between NR and MTR now to agree the specifics of that timetable over the coming weeks.</p> <p>Action: AB asked if there was an update on passenger numbers in extended opening hrs. HS agreed to bring this information to the next ELDG.</p> <p>JC gave the programme update, with all infrastructure in the state required for 5B minus, and auto reverse on track to be available for 5B ready in early December. Preparations underway for works in December, and scope agreed for ELR400 which will be commissioned over Easter. JC updated on CRL programme close out.</p> <p>Action: RM asked for an update on costs for the close out of the LFB solution. HS team to provide.</p>	MS	10/11/12
4 – IPA	<p>HS gave a summary of the progress made on the IPA recommendations, with all recommendations in a good place, some items closed out, and all with clear dates and actions. One recommendation around timetable demonstration days not able to be taken further, but which is being mitigated by desktop exercises.</p>	HS/JC	10/11/12

5 – Assurance	<p>JB gave the Assurance update and highlighted the request that the command-and-control structure is tested during the next trial day on 23/10. NH responded that the structure is being tested in desktop exercises and will be again on 23/10.</p> <p>JB also introduced the paper on remaining risks for Stage 5B minus.</p> <p>JB highlighted the positive progress made at Old Oak Common.</p>		
6 - Communications update	<p>VM gave update on comms events building towards Bond St opening at launch of services, including stakeholder and media preview events, and for Stage 5B minus, including media on 06 November and a launch event the following day.</p>		
7 - AOB	<p>HS thanked AB on behalf of all ELDG members for his management and invaluable guidance of the programme since he became Commissioner in 2020.</p>		
7 – Finance	<p>The Finance section was private for this meeting.</p>		