

Elizabeth Line Committee Actions from 15 July 2021 (reported to 30 September 2021 meeting)

Minute No.	Item/ Description	Action By	Target Date	Status/ Note
49/07/21 (1)	Matters Arising and Actions List: Trial Operations There should be assurance activity on trial operations between executives and key LOD1 staff, including Board Members.	Howard Smith	To be scheduled.	Pending.
49/07/21 (2)	Matters Arising and Actions List: Revenue Predictions An update on post-Pandemic revenue predictions be provided to a future meeting.	Rachel McLean	November 2021.	In progress.
50/07/21	Safety Update: Stepping Up Week A “Stepping Up” week was planned for September 2021, with a focus on safety, and Members of the Committee would be invited to attend.	Carole Bardell-Wise	Week of 27 September 2021.	In progress. All Members of the Board have been invited to attend the events during the week commencing 27 September 2021.
51/07/21	Project Status Update The Committee requested visibility of the Access Improvement Plan and how construction and maintenance work was separated.	Howard Smith	30 September 2021.	Details of the Access Improvement Plan is now included in the weekly Crossrail dashboard. Further oral update will be provided at the meeting. Complete.
52/07/21 (1)	Elizabeth Line Readiness: Trial Operations Plan The Committee to receive an update on the Trial Operations Plan that had been developed.	Howard Smith	30 September 2021.	Included in Elizabeth line Readiness and Transition Update report on agenda. Complete.
52/07/21 (2)	Elizabeth Line Readiness: Trial operations planning and scenarios Trial operations planning and scenarios, particularly within the context of post-pandemic, to be shared with the Committee at a future meeting.	Howard Smith	30 September 2021.	Included in Elizabeth line Readiness and Transition Update report on agenda. Complete.

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54/07/21 (1)	Project Representative Report: Further information requests The Elizabeth Line Readiness item being submitted to the next meeting would include more information on train reliability review points and the countdown process for Trial Operations.	Howard Smith	30 September 2021.	Included in Elizabeth line Readiness and Transition Update report on agenda. Complete.
54/07/21 (2)	Project Representative Report: Cover letter The cover letter to the summary of the P-Rep report in Part 2 would be included in the appendices in future reports.	Stephen Hill	30 September 2021.	Included in Project Representative report on agenda. Complete.
55/07/21	Crossrail Programme Assurance Update: Tier 1 contractors Members requested an update on the plans, progress and timelines in relation to demobilising the Tier 1 contractors, given their impact on the budget. A part of that process included crystallising the remaining scope within the project and determining who was best to deliver it.	Mark Wild	30 September 2021.	Update provided in the Project Status report on agenda. Complete.
56/07/21	Crossrail Complaints Commissioner's Report: Outstanding complaints Ahead of the office of the Commissioner closing, the Chair to be engaged in discussions on how outstanding complaints were either closed out or who they were assigned to.	Chair/Mark Wild	When appropriate	Pending.