

Transport for London

Minutes of the Elizabeth Line Committee

Conference Rooms 1 and 2, Ground Floor, Palestra,
197 Blackfriars Road, London SE1 8NJ
10.00am, Thursday 29 September 2022

Members

Heidi Alexander (Chair)
Anne McMeel (Vice-Chair)
Seb Dance
Dr Nelson Ogunshakin OBE (via Teams)
Mark Phillips (via Teams)

Sarah Atkins (via Teams)
Matthew Lodge (Department for Transport Observer)

Executive Committee

Andy Byford Commissioner (via Teams) (for part)
Howard Carter General Counsel (via Teams)

Staff

Joan Buszewska Head of Elizabeth line Programme and Project Assurance,
Rachel McLean Chief Finance Officer, Crossrail and Finance Director, TfL
Operations
Howard Smith Director, Elizabeth line
Chris Tann Head of Financial Accounting and Tax
Sue Riley Secretariat Officer

Other Attendees

Ellie Burrows Route Director, East Anglia (Network Rail) (via Teams)
TC Chew Chair of Elizabeth line Independent Investment Programme
Advisory Group Sub-Group (via Teams)

58/09/22 Apologies for Absence and Chair's Announcements

The Chair welcomed everyone to the meeting, including those on Teams.

As this was Andy Byford's last attendance at the Committee, following the announcement of his resignation, the Chair expressed her sincere thanks for his leadership, professionalism and hard work. The opening of the Elizabeth line was one of his key priorities when he had joined TfL in June 2020. He had acted swiftly to get the Crossrail project under direct TfL control and, through the Elizabeth Line Delivery Group and this Committee, drove the project forward enabling it to open successfully on 24 May 2022. Before he leaves TfL it was expected that Bond Street station would open on 24 October 2022, followed by the next phase of integrating the railway.

Apologies for absence had been received from Professor Greg Clark CBE. Dr Nelson Ogunshakin OBE, Mark Phillips and Sarah Atkins were attending via Teams and were able to take part in the discussions but were not counted towards the quorum. The meeting was quorate.

The meeting was being broadcast live on TfL's YouTube channel to ensure the public and press could observe the proceedings and decision-making.

TfL maintained a priority focus on safety. The Chair highlighted that there was a specific agenda item on safety, which would be the first item considered at the meeting. She invited Members to raise any safety issues either under the specific agenda item or with the appropriate member of the Executive Committee after the meeting.

59/09/22 Declarations of Interests

Members on the TfL Board confirmed that their declarations of interests, as published on tfl.gov.uk, were up to date and there were no interests to declare that related specifically to items on the agenda.

60/09/22 Minutes of the Meeting of the Committee Held on 14 July 2022

The minutes of the meeting of the Elizabeth Line Committee held on 14 July 2022 were approved as a correct record and the Chair was authorised to sign them, subject to the following additional action being added to 53/07/22 (Crossrail Complaints Commissioner's Report):-

Any outstanding complaints to be reported back and monitored by the Committee. [Action: Howard Smith/Rachel McLean]

61/09/22 Matters Arising and Actions List

Howard Carter introduced the paper. All actions from previous meetings had been completed or were scheduled on the forward plan. The additional action agreed in 60/09/22 would be added to the Actions List. [Action: Secretariat]

The Committee noted the updated actions list.

62/09/22 Safety Update

Howard Smith introduced the paper, which provided an update on safety for Periods 4 and 5 of 2022/23.

Safety performance continued to improve due to reduction in construction works and continued safety and leadership engagement, with the current focus on safety at Bond Street station.

Tunnel Vent System safety briefings had been provided in person to maintenance staff, including personal briefings to the nightshift staff.

The Committee noted the paper.

63/09/22 Elizabeth Line Operational Performance

Howard Smith introduced the paper on operational performance of the Elizabeth line for Periods 4 and 5 of 2022/23.

Discussions were ongoing with Network Rail to drive up performance on the western section of the route which was due to asset issues and staffing levels. The Committee requested aspirational public performance measures to be applied across the whole of the service and continual challenge by TfL to all operators, to drive up performance. **[Action: Howard Smith]**

Performance of Great Western Railway generally was also a current focus for the Department for Transport.

Passenger numbers were higher than budgeted based on post pandemic figures.

Further details would be provided on the historical differences in performance levels in step-free access between London Underground and MTR stations.

[Action: Howard Smith]

The Committee noted the paper.

64/09/22 Crossrail Programme Completion

Howard Smith presented the update on the status of the Crossrail project.

The Commissioner paid tribute to the teamwork and dedication of staff in achieving completion of the Elizabeth line programme, including the support of the Board, this Committee and the Chair.

The Committee stressed the importance of ensuring clear communication with passengers as to why some trains were timetabled to pause outside Paddington station.

The Committee noted the paper and the exempt supplementary information on Part 2 of the agenda.

65/09/22 Finance and Risk Update

Rachel McLean presented the update on the financial performance at Period 5 of 2022/23 and on risk management progress.

Passenger journeys had exceeded budget expectations due to the early opening of the central section of the Elizabeth line and recent events in central London. All revenues raised contributed to TfL's overall funding package agreed with Government.

The Committee welcomed the report and the robust cost controls being applied during the completion phase, including the continued release of Tier 1 contractors. Residual works would be transferred off the programme as a more efficient and cost effective way of dealing with them.

Further time was needed to understand passenger trends and fare streams.

The Committee noted the paper and the exempt supplementary information on Part 2 of the agenda.

66/09/22 Elizabeth Line Programme Assurance Update

Joan Buszewska introduced the paper, which provided an update on progress with Elizabeth line Programme Assurance activity since the previous report. TC Chew was also in attendance.

Further resilience and contingency planning were needed as well as clarity on who would be leading and managing future signalling software updates. This would be a desk top exercise only, due to the potential impact on the timetable and service.

Significant progress continued to be made since the last report and the overall assessment of the Third Line of Defence was that the assurance framework continued to operate effectively.

The Committee noted the paper and the exempt supplementary information on Part 2 of the agenda.

67/09/22 Measuring and Maximising Benefits, Impacts and Learnings

Rachel McLean introduced the paper which provided an overview of the Elizabeth line benefits framework published by TfL in partnership with the Department for Transport, as joint sponsors.

The interim findings were scheduled to be published in mid-2023 and would be submitted to the Committee for discussion. **[Action: Rachel McLean]**

Members stressed the importance of capturing positive community impacts and economic factors from the announcement of the project through to its opening and beyond.

The Committee noted the paper.

68/09/22 Crossrail Asset Restructuring

Chris Tann introduced the proposal for Crossrail asset restructuring.

It was reported that the proposal from TfL had yet to be presented to the Secretary of State for Transport. Members requested that a clear and simplified version of the benefits to both parties of the asset and lease re-structuring be presented to the Secretary of State. **[Action: Chris Tann]**

The Committee noted the paper and, subject to receipt of the necessary, related approvals from the Finance Committee and to consent from the Secretary of State for Transport, authorised any Chief Officer and any director of Crossrail Limited (for Transport for London and any of its subsidiaries) to finalise the terms, and authorise the execution, of any amendments to the Crossrail Sponsors Agreement and/or Project Development Agreement and any other matter they consider necessary to implement the lease restructuring arrangements described in the paper.

69/09/22 Crossrail Project Funding

Rachel McLean presented the update on the funding and financing of the remainder of the Crossrail project.

The Committee noted the paper and the exempt supplementary information on Part 2 of the agenda and:

- (a) approved unbudgeted Financial Authority of £48.5m;**
- (b) approved additional Programme and Project Authority of £98.5m, giving a total Programme and Project Authority of £15,887.5m;**
- (c) noted that Procurement Authority for any new or extended contracts will be sought at officer level in accordance with the Standing Orders; and**
- (d) noted that the matters to which the authorities sought above extend beyond TfL's current Business Plan and Budget, provision will need to be made for them in future Business Plans and Budgets.**

70/09/22 Members' Suggestions for Future Discussion Items

Howard Carter introduced the item and the Committee's forward plan. Suggested future agenda items captured during the meeting would be included on the forward plan.

The Committee noted the forward plan.

71/09/22 Any Other Business the Chair Considers Urgent

There was no other urgent business to discuss.

72/09/22 Date of Next Meeting

The next scheduled meeting of the Committee would be held on Thursday 24 November 2022 at 10.00am.

73/09/22 Exclusion of the Press and Public

The Committee agreed to exclude the press and public from the meeting, in accordance with paragraph 3 of Schedule 12A to the Local Government Act 1972 (as amended), when it considered the exempt information in relation to the items on Crossrail Programme Completion; Finance and Risk Update; Elizabeth Line Programme Assurance Update; and Crossrail Project Funding.

The meeting closed at 11.30am.

Chair: _____

Date: _____