

Transport for London

Minutes of the Elizabeth Line Committee

**Kings Cross/St Pancras Room, 10th Floor, Palestra,
197 Blackfriars Road, London SE1 8NJ
2.30pm, Thursday 18 May 2023**

Members

Heidi Alexander (Chair)
Anne McMeel (Vice-Chair)
Seb Dance
Mark Phillips (via Teams)

Sarah Atkins
Rachel Bain (Government representative) (via Teams)

Executive Committee

Andy Lord Interim Commissioner

Staff

Andrea Clarke	Director of Legal
Patrick Doig	Group Finance Director and statutory Chief Finance Officer
Lorraine Humphrey	Director of Risk and Assurance
David Knight	Head of Finance (Elizabeth line)
Peter McNaught	Director of Operational Readiness
James Norris	Head of Project Assurance
Howard Smith	Director, Elizabeth line
Richard Zavitz	Lead Sponsor
Sue Riley	Secretariat Officer

Also in Attendance

Tim Ball, Director	Director, Elizabeth line (Network Rail)
TC Chew	Chair of Elizabeth line Independent Investment Programme Advisory Group Sub-Group
Emma Gould	Deloitte Board Review Team

13/05/23 Apologies for Absence and Chair's Announcements

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

The Chair welcomed everyone to the meeting, including those on Teams, and Rachel Bain deputising for Matt Lodge, Tim Ball representing Network Rail and Emma Gould from Deloitte, who was observing the meeting as part of the TfL Board Effectiveness Review.

On behalf of the Committee, the Chair passed on her condolences to the family of Pam Alexander OBE, who passed away recently. Pam was a former non-executive Director on the Board of Crossrail Limited from December 2015 to June 2018 and a member of the London Legacy Development Corporation and a former Chair of its Planning Decisions Committee.

The meeting was also being broadcast live to 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.

14/05/23 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.

15/05/23 Minutes of the Meeting of the Committee Held on 24 January 2023

The minutes of the meeting of the Committee held on 24 January 2023 were approved as a correct record and the Chair was authorised to sign them.

16/05/23 Matters Arising and Actions List

Andrea Clarke introduced the paper. All actions from previous meetings had been completed or were scheduled on the forward plan.

The Committee noted the updated actions list.

17/05/23 Safety Update

Howard Smith introduced the paper, which provided an update on safety for Periods 12 and 13 of 2022/23 with a continued focus on 'close calls'.

Safety data in relation to MTR and passenger incidents were reported and reviewed internally.

Appropriate follow up actions had been taken in relation to the North Woolwich Portal incident.

The Committee noted the paper.

16/05/23 Elizabeth Line Operations and Programme Completion Update

Howard Smith introduced the paper on operational performance of the Elizabeth line and the closure of the Crossrail project, with a focus on successfully closing down the project.

The final phase of the scheduled timetable (peak frequency) was scheduled to be introduced by the end of May 2023.

There continued to be some challenges in day to day performance, particularly in relation to the western section of the railway which were being addressed by Network Rail. Issues with the most recent software updates had also been addressed.

The Commissioner continued to challenge Siemens and Alstom as to the speed and efficiency of train upgrades.

Customer passenger numbers continued to be high with good performance on step-free access and customer satisfaction scores.

The Committee noted the paper.

17/05/23 Finance and Risk Update

Patrick Doig and David Knight introduced the update on the financial performance at Period 13 of 2022/23 and on risk management progress.

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

18/05/23 Elizabeth Line Programme Assurance Update

Lorraine Humphrey and James Norris 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.

The resilience of the Great Western infrastructure and the impacts on performance on the overall end-to-end train service continued to be a concern but significant improvements in the visibility of the Network Rail data on infrastructure failures, and mitigating improvement plans were being implemented.

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

19/05/23 Members' Suggestions for Future Discussion Items

Andrea Clarke introduced the item and the Committee's forward plan.

The Committee noted the forward plan.

20/05/23 Any Other Business the Chair Considers Urgent

There was no other urgent business to discuss.

21/05/23 Date of Next Meeting

The next scheduled meeting of the Committee would be held on Tuesday 25 July 2023 at 3pm. This is expected to be the final meeting of the Committee.

22/05/23 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 Finance and Risk Update and Elizabeth Line Programme Assurance Update.

The meeting closed at 3.20pm.

Chair: _____

Date: _____