

CROSSRAIL SPONSOR BOARD MINUTES NO.107A

MINUTES OF MEETING HELD ON

Friday 28th June 2019: 13.30-14.30

Venue: CRL, 5 Endeavour Square, Floor 10, Boardroom 1

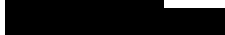
Sponsor Board Members

David Hughes*	Chair, TfL, Investment Delivery Planning Director
Ruth Hannant*	DfT, Director General for Rail
Matthew Lodge*	DfT, Director for Rail Infrastructure - South
Tanya Coff**	TfL, Finance Director for London Underground


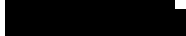
(* Voting Members)

(** Alternate Voting Member)

In attendance

Simon Adams	Head of Joint Sponsor Team (JST)
Andrew Wallace	Joint Sponsor Team (JST), Secretariat
Kenny Laird	Technical Advisor to Sponsors
	HM Treasury
	HM Treasury
	Project Representative
Alex Luke	DfT

Apologies

Simon Kilonback*	TfL, Chief Financial Officer
Alison Munro	Independent Member
	DfT
	Project Representative

1. Minutes and Actions of meetings 105a and 106a

The minutes and actions for meeting numbers 105a and 106a were discussed and agreed with minor changes.

Andrew Wallace summarised the actions from meeting 106a:

- 106a/01** Open: JST are scheduled to present the next update on the KPMG report response to Sponsor Board in September 2019.
- 106a/02** Closed: JST developed and sent CRL a series of questions related to the role and accountabilities of the CRL Operations Directorate on 18 June 2019. CRL are responding to these in Part B.

2. Sponsor Dashboard

A revised Sponsor dashboard was presented which incorporated comments made at Sponsor Board meeting 106 (7 June 2019). Metrics that are presented in the dashboard continue to be refined as CRL's detailed schedule is being developed.

Sponsors made a number of observations about how the dashboard could be further improved now that a separate risk dashboard (agenda item 3) had also been developed for

consideration at Sponsor Board. These comments centred on ensuring alignment between the two dashboards.

Further comments were also made regarding the future inclusion of information related to delivery of enhancement works at Network Rail stations, headroom in CRL's cost forecast to the funding envelope and exploring if there are any further metrics that can be added to give visibility of the Elizabeth line passenger proposition at opening.

3. Draft Risk Dashboard

The draft risk dashboard, which summarises Sponsor's key issues and concerns, was presented to Sponsors for comment. The dashboard was viewed as a useful tool for informing Sponsors of the most prevalent issues as well as the actions being taken in response. This would also be used to inform future Sponsor Board agenda and areas to challenge CRL.

It was suggested that dates and owners for each of the actions should be added. It was agreed that the risk dashboard should be presented at future Sponsor Boards as a standing agenda item.

4. SACR21

Sponsors had received the CRL and P-Rep Semi Annual Construction Report (SACR21) reports and the Joint Sponsor Team covering paper in advance of the meeting. It was noted that the SACR21 report reflected progress on the Crossrail project over the previous six months and set out the direction the project was heading over the coming six months, including CRL's development of their detailed, integrated schedule. It was also noted that the adoption of the detailed schedule will be key to determining how the remainder of the project will be delivered and serve as a tool for measuring CRL's progress against forecast.

It was agreed that the Chair of Sponsor Board would write to CRL to summarise the outcome of the Sponsor Board discussion (**Action 107a/01**).

5. Review of Part B Agenda

During the discussion of the Part B agenda it was noted that CRL's focus remained on establishing their detailed schedule for delivering an integrated railway. It was also noted that Sponsor Board would have a more detailed discussion with CRL on Stage 4 and 5 opening at a future Sponsor Board.

6. AOB

Greater London Authority (GLA) loan drawdown

It was noted that Sponsors had received an email prior to the meeting which set out the Joint Sponsor Team's validation exercise of CRL's certified information related to the July drawdown from the GLA loan. Sponsors approved the July drawdown and asked the Joint Sponsor team to confirm the outcome of the discussion with the GLA.

Infrastructure Project Authority (IPA) empirical review and lessons learned exercise

Sponsors noted the scope of the two IPA reviews and that CRL, Sponsors and the Joint Sponsor Team had been asked to participate.

Summary of actions:

No.	Action	Lead	Target and Update
107a/01	Sponsors to respond to CRL's SACR21 report	David Hughes	14 July 2019