

Elizabeth Line Delivery Group – Outcomes

Thursday 12 November 2020

Members:

Andy Byford, TfL Commissioner (Chair), Simon Kilonback, Chief Finance Officer, TfL (Vice-Chair), Mark Wild, Chief Executive, Crossrail, TfL, Andy Lord, Managing Director, London Underground, TfL, Tricia Wright, Chief People Officer, TfL, Rachel McLean, Chief Finance Officer, Crossrail, TfL

Attendees:

Andy Pitt, Independent Expert Support, Phil Gaffney, Independent Expert Support, Carole Bardell-Wise, Health and Safety Director, Crossrail Ltd, Jim Crawford, Chief Programme Officer, Crossrail, TfL, Howard Smith, Chief Operations Officer, Elizabeth Line, TfL, [REDACTED], Project Representative, Jacobs, Stuart Westgate, Head of Crossrail Programme Assurance, TfL, Hannah Quince, Chief of Staff, Crossrail, TfL, Sarah Gasson, Chief of Staff, TfL, Kate Keane, Corporate Affairs Lead, TfL, Andrew Wallace, Lead Sponsor, TfL, Justine Curry, Head of Commercial Law, TfL, Stephanie Doyne, Corporate Affairs Manager, TfL (secretariat)

Item	Action	Owner	Due by
1 – Review actions and minutes	Members agreed minutes from previous ELDG on 16 October.	n/a	n/a
	KK to update action eight ‘Sponsor Board handover’ to reflect that the owner should be updated to HQ.	KK	<i>Completed</i>
2 – Safety update (verbal)	Noted the update provided including the three significant incidents in P7. Noted the increased/re-focus on safety as a result.	n/a	n/a
	Members agreed need to ensure increased virtual presence on safety as a result of the withdrawal of physical site visits due to COVID restrictions in place.	n/a	n/a

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3 – Key concerns (PAR and P-Rep)	Noted the update provided including the need to allow the two-stage assurance process to mature as it had only been embedded at the beginning of November.	n/a	n/a
	AB reminded the group to escalate issues appropriately to avoid any potential delays from occurring.	n/a	n/a
	SK suggested that CBW should contact Alex Williams for any discussions with local authorities regarding D25 issues. AB agreed that Crossrail should maximise opportunities of being within TfL.	CBW	10 December
4 – Project: Direction, Decisions, Authorities and Decisions	Noted that schedule headlines remained unchanged since the previous period. Noted that Limmo Shaft will be handed over to TfL on 8 December, followed by Stepney Green on 16 December.	n/a	n/a
	MW and AL to set up a meeting with Siemens representatives next week to discuss ongoing software issues ahead of dynamic testing going ahead. AB will be available to attend if needed.	MW, AL	20 November
	MW and AL to set up a separate Deep Dive session to go over the [REDACTED] schedule logic.	MW, AL	20 November
	It was noted that progress with the ADM had stalled and it was agreed that route cause issues analysis by James Hampson should be presented to AL and MW	MW, AL	20 November

