

→ CAROLINE
XZ - email
- 19/06.

Milne Jamie

From: Heidi Alexander <Heidi.Alexander@london.gov.uk>
Sent: 11 January 2019 07:45
To: Milne Jamie
Subject: Fwd: Note on pre-briefings for Crossrail sessions at TfL Board and Assembly, July-September 2018

Can you print a copy of this and give to me first thing plse

Thanks

H

From: Brown Andy (Corporate Affairs) <andrew.j.brown@tube.tfl.gov.uk>
Sent: Tuesday, January 8, 2019 15:34
To: Heidi Alexander; Hughes David (Director of Strategy and Network Development)
Cc: Tim Steer; Clements Chris; Erica Walker
Subject: Note on pre-briefings for Crossrail sessions at TfL Board and Assembly, July-September 2018

Hi Heidi and David,

Further to our conversation earlier today, I wanted to set out very clearly what preparation happened in advance of three key meetings in July and September, about Crossrail.

We will put a version of this information in the briefing for David to speak to if it comes up in tomorrow's session (Chris - please can you pick up).

I don't need to tell you that we prepare before every meeting of the TfL Board and appearances before Committees of the Assembly - they are very important meetings and we want to make sure everyone has the same information which is as up-to-date and accurate as possible.

This preparation was obviously a key point covered at the Transport Committee meeting on 21 December, so as you would expect I have been through the detail of it very closely over the past couple of weeks.

In order, the three key meetings are:

25 July TfL Board meeting

On Tuesday 24 July, the day before the TfL Board meeting, we had a pre-meeting in City Hall with the following people:

David Bellamy

Mike Brown

Mark Wild

Andy Brown

Sir Terry Morgan

Heidi, you also joined part of the meeting by phone because you were travelling.

We would typically brief the Mayor before a TfL Board meeting as well, but he was not in the country at the time and you'll recall he did not chair the meeting - Heidi did.

At that meeting we talked through the items for discussion, including in broad terms what Sir Terry intended to say for the standing update on Crossrail. At the time we were worried about the additional cost that would be needed for the project: estimates from Jacobs were suggesting as much as £400m additional funding, but Terry was adamant they needed £211m and no more.

At the end of the meeting, Terry asked me personally if I would write up what he had said he would say, as an aide memoire for him to speak from in the meeting. As I was the only person in the room in a position to pick that up, I agreed and wrote it up that evening, and then handed a hard copy to Terry at the meeting. I didn't show that script to anyone else, and haven't kept a copy: it was a favour to Terry and nothing more, and it was a reflection of my recollection of what Terry had said he intended to describe at the Board meeting.

6 September appearance before the Assembly Plenary

We did our usual prep for the Mayor and the Commissioner, and shared this with Crossrail on Tuesday 4 September. At the same time I asked if they would be willing to share their own material they were preparing.

- We then had one of our normal pre-meetings with the Mayor, with both TfL and Crossrail present, at 2.30pm on Wednesday 5 September. As I mentioned above, we prepare before all meetings like this to make sure everyone has the same information which is as up-to-date and accurate as possible.

During that meeting (at around 3.00pm) Crossrail shared their own briefing note for Terry and Simon Wright with us. This was broadly consistent with our description of what was discussed and decided during July and August.

Crossrail then sent a revised briefing at 6.30pm, "Following the meeting with the Mayor this afternoon...". The only addition to that briefing was an overall narrative around the schedule delay, which was also consistent with everything both briefing documents had said previously. Later that night I replied with some further material requested by the Mayor on costs and governance.

Terry actually replied to me (only) saying he had read the briefing and wanted to clarify that he had recommended the increase in sponsor nominees on the Crossrail Board. He made no other comment about any of the other points in the brief.

12 September appearance before the Transport Committee

We prepared the normal materials for you and David to support your appearance before this Committee meeting, but I am not aware of any pre-meeting with you to prepare for the session. I do not have any meetings in my diary and, to the best of my knowledge, we did not share any briefing material with Crossrail in advance. It is worth noting that we had done so much preparation for the 6 September meeting that the Mayor attended, that there was less of a need for further prep work immediately before this meeting.

Many thanks,

Andy

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19 June 2018

Tuesday

June 2018						
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July 2018						
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TUESDAY		Daily Task List	
	19	Arrange by: Due Date	
07			
08			
09	Comms Strategy Discussion 8.6 Patrick Hennessy		
10	Crossrail station visit 10-11 Stephen Mews, Tottenham Court Road W1T 1AQ		
11			
12			
13	BRIEF: Mayor's Question Time The Mayor's Office The Mayoral Diary		
14			
15			
16	FW: Heidi/Mike Weekly Meeting City Hall, Room 8.3 TfL Corporate Affairs		
17		Notes	
18			
	19:00 - 20:00 LONDON COUNCILLORS RECEPTION(Livery Hall, Guildhall)		

