Strategic Relevant Authority Meeting Minutes – 21/03/2018

Subject:	Strategic Relevant Authority (SRA) meeting				
oubject.	This series of meetings is for the SRA to discuss implementation of the River Transport Strategy (RTS) for				
Purpose:	the Thames Tideway Tunnel. The purpose of the March meeting is to discuss the current project situation				
	as well as other relevant issues.				
Date and time:	Wednesday 21st March 2017 10.30am to 12.30pm				
Location:	Effra & Fleet, 5 th floor, Cottons Centre, Cottons Lane, London. SE1 2QG.				
Attendees:	Port of London Authority (PLA) – Jim Trimmer (JT) (Chair) Transport for London (TfL) – Samantha Norman (SN), Paul Wilson (PW) City of London (CoL) – Ed Dunlop (ED), Kurt Gagen (KG) City of Westminster (CoW) – Barbara Terres (BT) London Borough of Hammersmith & Fulham (LBHF) – Alan Jones (AJ) London Borough of Tower Hamlets (LBTH) – Bob Bennett (BB) London Borough of Wandsworth (LBW) – Dianne James (DJ) Royal Borough of Greenwich (RBG) – Marcus Shingler (MaS) Royal Borough of Kensington & Chelsea (RBKC) – James McCool (JM) Relevant Authority Coordinator (RAC) – Glynis Youngs (GY) Tideway (TWay) – James Spikesley (JSp) Contractors Representatives (MWCs) – John Davies (JD), Kate Centnere (KC), James Fraser (JF), Ian Grant (IG)			TfL - Y CoL - Y CoW - Y LBHF - Y LBTH - Y LBW - Y RBG - Y	
Apologies, No Response or DNA:	Port of London Authority (PLA) – Terry Lawrence (TL) Greater London Authority (GLA) – Jon Sheldon (JSh) Transport for London (TfL) – Karl Wiesmath (KW) City of London (CoL) – Ted Rayment (TR) City of Westminster (CoW) – Anthony Robinson (AR) London Borough of Hammersmith & Fulham (LBHF) – Chris Bainbridge (CBa), Elise Lim (EL) London Borough of Lambeth (LBLA) – Shreekant Patel (ShP), J Holt (JH) London Borough of Southwark (LBS) – Ian Law (IL), Amy Lester (AL), Mumtaz Shaikh (MS) London Borough of Tower Hamlets (LBTH) – Adam Hussain (AdH) London Borough of Wandsworth (LBW) – John Stone (JS) Royal Borough of Greenwich (RBG) – Mark Page (MP) Royal Borough of Kensington & Chelsea (RBKC) – William Howe (WH), Richard McBride (RMc) Tideway (TWay) – Richard Lewis (RL), Tom Rich (TRi) Peter Brett Associates (PBA) – Keith Mitchell (KM)			Sub - TfL LBLA - N LBS - N	
Minute taker:	Glynis Youngs				
Doc refs:	000413-MTMS-RAC-GEY AD 23-05-2018				
Abbreviations:	ALARP – as low as reasonably practical ALBEF – Albert Embankment FS Asap – As soon as possible Asaw – As and when needed BLABF – Blackfriars Bridge FS BMB – West Contractor CAF – Contract Area Framework CARRR – Carnwath Road drive site CHAWF – Chambers Wharf drive site CHEEF – Chelsea Embankment FS CLP – Construction Logistics Plan CREWD – Cremorne Wharf Depot Foreshore CSH – Cycle Super Highway CVB – East Contractor DCO – Development Consent Order DFT – Department for Transport DRMST – Dormay Street EA – Environment Agency FLO – Central Contractor GREPS – Greenwich Pumping Station HEAPS – Heathwall Pumping Station HAMPS – Hammersmith Pumping Station IndPan – Independent Panel KEMPF – King Edward Memorial Park Foreshore KRTST – Kirtling Street drive site LAs – Local Authorities	LHAs – lorry holding areas MbR – More by River MDS – Main Drive Site MMO – Marine Management Organisation MWC - Main Works Contractors NC – Not Completed PMN – Post meeting note PUTEF – Putney Embankment FS RA – Relevant Authority RAC – Relevant Authority Coordinator RLA – Relevant Local Authority RTS – River Transport Strategy SPOC – Single point of contact SFTF – Sustainable Freight Transport Framework SFTP – Sustainable Freight Transport Plan SRA – Strategic Relevant Authority SRN – Strategic Road Network TIG – Tideway Integration Group (Thames Water) TBM – Tunnel Boring Machine TMP – Traffic Management Plan TSM – Transport Strategy Manager TW – Thames Water UXO – Unexploded Ordnance VCTEF – Victoria Embankment FS WSLCP – Work Site CLP			

Agenda Item	Notes and Action			
1	Safety Moment			
	Consider installation of smoke detectors in utility rooms;			
2	Apologies for absence			
2	RAC - gave apologies and substitutes: PMN - the meeting was not Quorate;			
3	Chair's introduction Minutes of the last reacting (47/04/2048) (204 MTMS)			
3a	Minutes of the last meeting (17/01/2018) (394-MTMS)			
26	No changes;			
3b	Outstanding actions from Minutes of Last meeting (17/01/2018) (394-MTMS) None;			
3c	MINUTES OF SRA MEETING ON 17/01/2018 APPROVED & SIGNED			
30	RAC to amend and send Minutes for upload onto website;			
	PMN – Meeting Minutes amended & sent for upload 21/03/2018;			
4	Independent Panel – general update			
•	Chair of IndPan needs approval updating; Request will be circulated;			
5	Whole project - general update			
	Representatives of MWCs gave an update in each area;			
5a	East			
	Identified current status of all the sites in the Eastern area – CHAWF, KEMPF and Deptford Creek;			
5b	<u>Central</u>			
	Identified current status of all the sites in the Central area – KRTST, BLABF, VCTEF, CHEEF & HEAPS;			
5c	<u>West</u>			
	Identified current status of all the sites in the Western area – CARRR, PUTEF, DRMST, HAMPS;			
	<u>General</u>			
	Nothing			
6	Monthly Monitoring and reporting – Review of January and February 2018 Reports			
6a&6b	January & February reports circulated before meeting; Discussion on progress;			
7	Sustainable Freight Transport Plans, WSCLPs, CLPs etc.			
7b	Putney Bridge Foreshore (PUTEF)			
7c	Final SFTP awaiting some responses;			
70	Heathwall Pumping Station (HEAPS) Awaiting final SFTP, due April;			
7a&d	Any other documents/ General			
7444	Awaiting SFTP workshop for GREPS;			
	CLPs still coming in and changes to SFTPs;			
	Document Summaries for February and March issued and circulated before the meeting; Discussed;			
8	Derogation Event Notification (DEN) Form for Carnwath Road dated 16th February 2018			
	Explanation given on the provision of this DEN and circumstances surrounding it, including actions taken by			
	MWC to ensure it did not need to be escalated; Discussion took place on the implications; Lessons learnt;			
9	Change in frequency of Strategic Relevant Authority meetings			
	Amended agreed RTS document circulated to SRA before meeting;			
	Document will soon be available on the website;			
10	Any Other Business			
10a	Issue with damage assessment team engagement; Will be reported back to the relevant people at Tideway;			
10b	Discussion on locations for disposal, what if that changes from SFTP; May be issues with local roads;			
11 11a	Date of next meeting: April meeting will be formally cancelled following this meeting:			
11a 11b	April meeting will be formally cancelled following this meeting;			
110	Next meeting on Wednesday 16 th May 2018 at 10.30am; Cottons Centre; Meeting closed 11.55am.			
	mooning dooder 1.00um.			
Agreed by:	Signature:G Youngs Name:G YOUNGS			
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	Position: _RELEVANT AUTHORITY COORDINATOR_ Date:23/05/2018_			
	Agreeing body:STRATEGIC RELEVANT AUTHORITY			