## Strategic Relevant Authority Meeting Minutes – 22/08/2018

Subject:	Strategic Relevant Authority (SRA) meeting				
Purpose:	This meeting is for the SRA to discuss implementation of the River Transport Strategy (RTS) for the Tideway				
<u> </u>	Tunnel. The purpose of the August meet is to discuss the current project situation plus other relevant issues.				
Date and time:	Wednesday 22 <sup>nd</sup> August 2018 10.30am to 12.30pm				
Location:	Effra & Fleet, 5th floor, Cottons Centre, Cottons Lane, London. SE1 2QG.  Port of London Authority (PLA) – Jim Trimmer (JT) (Chair)				
Attendees:	Greater London Authority (GLA) – Jin Tillinier (JT) (Chair)  Greater London Authority (GLA) – Jonathan Aubrey (JAu)  Transport for London (TfL) – Samantha Norman (SN)  City of London (CoL) – Ed Dunlop (ED), Kurt Gagen (KG)  City of Westminster (CoW) – Anthony Robinson (AR)  London Borough of Hammersmith & Fulham (LBHF) – Chris Bainbridge (CBa), Rob Anderson (RA)  London Borough of Lambeth (LBLA) – Shreekant Patel (ShP)  London Borough of Southwark (LBS) – Mumtaz Shaikh (MS)  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) – Iain Steele (IS)  Relevant Authority Coordinator (RAC) – Glynis Youngs (GY)  Tideway (TWay) – James Spikesley (JSp), Richard Lewis (RL)  Contractors Representatives (MWCs) – John Davies (JD), Kate Centnere (KC)				
Apologies, No Response or DNA:	Port of London Authority (PLA) – Terry Lawrence (TL) Transport for London (TfL) – Karl Wiesmath (KW), Paul Wilson (PW) City of London (CoL) –Ted Rayment (TR) City of Westminster (CoW) – Barbara Terres (BT) London Borough of Hammersmith & Fulham (LBHF) – Elise Lim (EL) London Borough of Lambeth (LBLA) – J Holt (JH) London Borough of Southwark (LBS) – Ian Law (IL), Amy Lester (AL) 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 Boro. of Kensington & Chelsea (RBKC) – William Howe (WH), Richard McBride (RMc), James McCool (JM) Tideway (TWay) – James Smith (JSm) Peter Brett Associates (PBA) – Keith Mitchell (KM) Contractors Representatives (MWCs) – James Fraser (JF)				
Minute taker:	Glynis Youngs	1 )			
Doc refs:	000436-MTMS-RAC-GEY AD 17-10-2018				
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 CFA piles – Continuous Flight Auger piles 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 ICE – Institution of Civil Engineers 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 Phone – Available by phone if decision required 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			

	<u>1S-RAC-GEY AD 17-10-2018</u>				
Agenda Item	Notes and Action				
1	Safety Moment				
	Possible injuries to a front seat passenger when riding with feet on dashboard in the event of	f even a slow			
	speed collision causing the airbag to deploy;				
2	Apologies for absence				
	RAC - gave apologies and substitutes; PMN - meeting Quorate;				
3	Chair's introduction				
3a	Minutes of the last meeting (20/06/2018) (430-MTMS) Change title from 'Report' to 'Minutes';				
26					
30	3b Outstanding actions from Minutes of Last meeting (20/06/2018) (430-MTMS) No actions;				
3c	MINUTES OF SRA MEETING ON 20/06/2018 APPROVED & SIGNED				
30	RAC to amend and send Minutes for upload onto website;  PMN – Meeting Minutes amended & sent for upload 26/08/2018;				
4	Independent Panel – general update				
4a	General update				
	TSM briefed remaining member of IndPan;				
4b	Presentation given to IndPan on 12 <sup>th</sup> June 2018				
	TSM provided presentation giving an overview of the status of each site as at June 2018.				
	Seeking to maximise use of river; Explained changes in programme and forecast in movement	ents. Gave			
	indications of proposed works over coming months in each area.				
5	Whole project - general update				
	Representatives of MWCs gave an update in each area;				
5a	<u>East</u>				
	Identified current status of sites in the Eastern area – CHAWF, KEMPF and GREPS (Deptfo	rd Creek);			
5b					
	Identified current status of sites in the Central area – ALBEF, BLABF, CHEEF, CREWD, HE	APS, KRTST &			
_	VCTEF;				
5c	West CARRED BUTES				
Go O h	Identified current status of sites in the Western area – CARRR, PUTEF;				
6a & b	Monthly Monitoring and reporting – Review of June & July 2018 Report				
7	June report received 12/7/18 and circulated 13/7/18; July report received and circulated 13/818;				
7	Annual Monitoring Report				
9a h	Annual Monitoring report available next week; PMN – Annual Monitoring Report Rec & Circ	20/0/10,			
8a, b, c & d	Sustainable Freight Transport Plans, WSCLPs, CLPs etc. GREPS SFTP outstanding; To be progressed in 2019;				
Cau	PMN – July Document Summary received and circulated 17/7/18;				
9	Affected Authorities list				
	Discussion on document; RAC to confirm by email; <i>PMN</i> – <i>email sent requesting responses 26/8/18</i> ;				
10	General Data Protection Regulation (GDPR)				
	Clarification sought from Tideway Legal Department. Awaiting response;				
11					
	10th August trip well attended; The 7th September trip attendees to be confirmed;				
12 Any Other Business					
	Discussion on attendees at last meeting;				
	AGREED September meeting to be cancelled; PMN – September meeting cancelled 23/8/10	8;			
13	Date of next meeting:-				
	Next meeting on Wednesday 17th October 2018 at 10.30am;				
	Cottons Centre – Duffield & Effra;				
Meeting closed 11.35am.					
Agreed by:	Signature:G Youngs Name:G YO	LINGS			
Agreed by.					
	Position: _RELEVANT AUTHORITY COORDINATOR_ Date:17/10/2	018_			
	Agreeing body:STRATEGIC RELEVANT AUTHORITY				