

Strategic Relevant Authority Meeting Minutes – 28/02/2017

Subject:	Strategic Relevant Authority meeting	
Purpose:	This series of meetings is for the Strategic Relevant Authority to discuss implementation of the River Transport Strategy (RTS) for the Thames Tideway Tunnel. The purpose of the February meeting is to discuss the current project situation as well as other relevant issues.	
Date and time:	Tuesday 28 th February 2017 1pm to 1.55pm	
Location:	Fleet 1 & 2, 4 th floor, The Point, 37 North Wharf Rd, Paddington, London. W2 1AF	
Attendees:	Port of London Authority (PLA) – Jim Trimmer (JT) (Chair) Greater London Authority (GLA) – Kevin Reid (KR) Transport for London – Samantha Norman (SN) City of London (CoL) – Robin Close (RC), Kurt Gagen (KG) City of Westminster (CoW) – Claire Parsons (CP) London Borough of Hammersmith & Fulham (LBHF) – Matt Harris (MH) London Borough of Lambeth (LBLE) – 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 Kensington & Chelsea (RBKC) – James McCool (JM) Relevant Authority Coordinator (RAC) – Glynis Youngs (GY) Tideway – James Spikesley (JSp), Stephen Thompson (ST) Peter Brett Associates (PBA) – Keith Mitchell (KM) Contractors Representatives (MWCs) – John Davies (JD), Rob Merchant (RM)	
Apologies:	City of London (CoL) – Ian Hughes (IH) Transport for London – Lukman Agboola (LA) City of London (CoL) – Ted Rayment (TR) City of Westminster (CoW) – Barbara Terres (BT) London Borough of Hammersmith & Fulham (LBHF) – Nick Ruxton-Boyle (NRB) London Borough of Wandsworth (LBW) – John Stone (JS) Royal Borough of Greenwich (RBG) – Mark Page (MP) <i>NO SUB</i> Royal Borough of Kensington & Chelsea (RBKC) – William Howe (WH) Tideway – Nick Butler (NB), David Stokoe (DS) Contractors Representatives (MWCs) – Clive Kessell (CK)	
No Response or did not attend:	Contractors Representative (MWCs) – Kate Centnere (KC) – held up on the river	
Minute taker:	Glynis Youngs	
Doc refs:	000236-MTMS-RAC-GEY AD 27-03-2017	
Abbreviations:	ALARP – as low as reasonably practical BMB – West Contractor CAF – Contract Area Framework CLP – Construction Logistics Plan CSH – Cycle Super Highway CVB – East Contractor DCO – Development Consent Order DFT – Department for Transport EA – Environment Agency FLO – Central Contractor GPS – Greenwich Pumping Station IndPan – Independent Panel KEMPF – King Edward Memorial Park Foreshore 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 <i>PMN – Post meeting note</i> RA – Relevant Authority 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 TIG – Tideway Integration Group (Thames Water) TBM – Tunnel Boring Machine TMP – Traffic Management Plan TSM – Transport Strategy Manager (JSp) UXO – Unexploded Ordnance WSLCP – Work Site CLP

Agenda Item	Notes and Action
1	Safety Moment - Item relating to driving tired; Lessons learnt;
2	Apologies for absence GY - gave apologies and substitutes:
3	Chair's introduction
3a	Minutes of the last meeting (18/01/2017) No changes
3b	Outstanding actions from Minutes of Last meeting (13/12/16) None
3c	MINUTES OF SRA MEETING ON 13/12/16 APPROVED & SIGNED GY to amend and send Minutes for upload onto website; PMN – Meeting Minutes amended & sent for upload 4/3/17;
4	Independent Panel – update April briefing arranged, start time 9am, 26 th April; advise of attendance;
5	Whole project - general update <ul style="list-style-type: none"> • Putney – slipway going 'relatively smoothly'; • Hammersmith – starting; • Carnwath Road – river wall strengthening, demolition of warehouses, piling mat & access; • Kirtling Street – D wall going very well; • Blackfriars – completed lift & stairs, opening 13th March, issues with balustrade on the bridge; • Chambers Wharf – first of Specified Materials; • KEMPFS – hoardings going up; Discussion on river wall monitoring being done generally Discussion on programming;
6	'More by River' initiative Decision and information imminent on Greenwich and use of Deptford Creek; Remainder still being investigated by MWCs; Overall commitment continuing; Decision to be communicated;
7	Monthly Monitoring and reporting – Review of January 2017 Report Document list for February circulated; Discussion on content of January Monthly monitoring report;
8	Sustainable Freight Transport Plans, WSCLPs etc.
a	General - nothing;
b	Kirtling Street – Final SFTP Approved;
c	Chambers Wharf – Approved, subject to vehicle holding areas to be approved; Under discussion;
d	Carnwath Road – comments on Draft have been received; Final document should be available soon;
e	Blackfriars Bridge – Final SFTP Approved;
f	KEMPF – Draft SFTP due soon;
g	Victoria Embankment Foreshore – comments returned on Draft 27/2; Final Submission due soon;
a	General - Discussion on forthcoming program; Associated documents – CLPs - Working on Greenwich and Victoria; Others coming in the next few months;
9	Contact list Contact list updated and circulated to SRA members 4/3/2017;
10	Draft Document Releases Discussion on Draft Release of SFTP documents;
11	Any Other Business <ul style="list-style-type: none"> • Staff change – discussion on changes in staff members at some of the RAs;
12	Date of future meeting:- Monday 20 th March 2017 at 10.30am; Ravensbourne, 4 th floor, The Point, 37 North Wharf Rd, Paddington, W2 1AF; Meeting closed 1.55pm.

Agreed by:	Signature: <u> <i>G Youngs</i> </u>	Name: <u> G YOUNGS </u>
	Position: <u> RELEVANT AUTHORITY COORDINATOR </u>	Date: <u> 27/03/2017 </u>
	Agreeing body: <u> STRATEGIC RELEVANT AUTHORITY </u>	