

## Strategic Relevant Authority Meeting Minutes – 17/01/2018

<b>Subject:</b>	Strategic Relevant Authority (SRA) meeting			
<b>Purpose:</b>	This series of meetings is for the SRA to discuss implementation of the River Transport Strategy (RTS) for the Thames Tideway Tunnel. The purpose of the January meeting is to discuss the current project situation as well as other relevant issues.			
<b>Date and time:</b>	Wednesday 17 <sup>th</sup> January 2017 10.30am to 12.30pm			
<b>Location:</b>	Effra & Fleet, 5 <sup>th</sup> floor, Cottons Centre, Cottons Lane, London. SE1 2QG.			
<b>Attendees:</b>	Port of London Authority (PLA) – Jim Trimmer (JT) (Chair) Transport for London (TfL) – Samantha Norman (SN) City of London (CoL) – Ed Dunlop (ED), City of Westminster (CoW) – Anthony Robinson (AR) London Borough of Hammersmith & Fulham (LBHF) – Alan Jones (AJ) London Borough of Lambeth (LBLE) – Shreekant Patel (ShP) London Borough of Southwark (LBS) – Mumtaz Shaikh (MS) London Borough of Tower Hamlets (LBTH) – Adam Hussain (AdH) 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 – Gordon Battye (GB) Contractors Representatives (MWCs) – John Davies (JD), Kate Centnere (KC), James Fraser (JF)	<b>QUORUM</b> -Y/N/Sub	PLA - Y TfL - Y CoL - Y CoW - Y LBHF - Y LBLE - Y LBS - Y LBTH - Y LBW - Y RBG - Y RBKC - Y	
<b>Apologies, No Response or DNA:</b>	Port of London Authority (PLA) – Terry Lawrence (TL) Greater London Authority (GLA) – Kevin Reid (KR) Transport for London (TfL) – Paul Wilson (PW), Karl Wiesmath (KW) City of London (CoL) – Ted Rayment (TR), Kurt Gagen (KG) City of Westminster (CoW) – Barbara Terres (BT) London Borough of Hammersmith & Fulham (LBHF) – Chris Bainbridge (CBa), Elise Lim (EL) London Borough of Southwark (LBS) – Ian Law (IL), Amy Lester (AL) London Borough of Tower Hamlets (LBTH) – Bob Bennett (BB) London Borough of Wandsworth (LBW) – John Stone (JS), Laura Tinker (LT) Royal Borough of Greenwich (RBG) – Mark Page (MP) Royal Borough of Kensington & Chelsea (RBKC) – William Howe (WH) Richard McBride (RMC) Tideway – Tom Rich (TRi), James Spikesley (JSp), Nick Butler (NB) Peter Brett Associates (PBA) – Keith Mitchell (KM) Contractors Representatives (MWCs) – Rob Merchant (RM)	<b>QUORUM</b> -Y/N/Sub	Not present GLA – N Sub - TfL	
<b>Minute taker:</b>	Glynis Youngs			
<b>Doc refs:</b>	000394-MTMS-RAC-GEY AD 21-03-2018			
<b>Abbreviations:</b>	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 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	<b>Safety Moment</b> [REDACTED] – suggested taking care when involved with a pet, a table [REDACTED];
2	<b>Apologies for absence</b> RAC - gave apologies and substitutes: PMN - the meeting was Quorate - GLA substitute TfL representative;
3 3a 3b 3c	<b>Chair's introduction</b> <b>Minutes of the last meeting (13/12/2017) ( 388-MTMS)</b> No changes; <b>Outstanding actions from Minutes of Last meeting (13/12/2017) ( 388-MTMS)</b> None; <b>MINUTES OF SRA MEETING ON 13/12/2017 APPROVED &amp; SIGNED</b> RAC to amend and send Minutes for upload onto website; PMN – Meeting Minutes amended & sent for upload 19/01/2018;
4	<b>Independent Panel – general update</b> No further action at present;
5 5a 5b 5c	<b>Whole project - general update</b> Representatives of MWCs gave an update in each area; <b>East</b> Identified current status of all the sites in the Eastern area – CHAWF, KEMPF and Deptford Creek; <b>Central</b> Identified current status of all the sites in the Central area – KRTST, BLABF, VCTEF, CHEEF & HEAPS; <b>West</b> Identified current status of all the sites in the Western area – CARRR, PUTEF, DRMST, HAMPS; <b>General</b> Nothing
6 6a	<b>Monthly Monitoring and reporting – Review of December 2017 Report</b> <b>General</b> December report circulated before meeting; Discussion on progress; Shows ahead of forecast; PMN – Monthly Monitor will continue even in months when there is no SRA meeting
7 7a 7b 7c 7d 7e 7f 7g	<b>Sustainable Freight Transport Plans, WSCLPs, CLPs etc.</b> <b>General</b> Document Summary issued and circulated before the meeting; <b>Carnwath Road (CARRR)</b> No information; <b>Chelsea Embankment Foreshore (CHEEF)</b> Final SFTP awaiting some responses; <b>Putney Bridge Foreshore (PUTEF)</b> Awaiting final SFTP, due end January; <b>Heathwall Pumping Station (HEAPS)</b> Access trial completed, more works required; CLP in discussion; <b>Cremorne Wharf (CREWD)</b> Final SFTP released 24/11/17, closing date 23/1/18; awaiting some responses; <b>Any other documents</b> West CAF in progress;
8	<b>Any Other Business</b> RAC – hope to get a contact list out by end of January; Can any changes be communicated by then;
9 9a 9b	<b>Date of future meeting:-</b> February meeting will be formally cancelled once action confirmed; Wednesday 21 <sup>st</sup> March 2018 at 10.30am; Cottons Centre – Fleet & Effra; Meeting closed 11.17am.
Agreed by:	Signature: <u> G Youngs </u> Name: <u> G YOUNGS </u> Position: <u> RELEVANT AUTHORITY COORDINATOR </u> Date: <u> 21/03/2018 </u> Agreeing body: <u> STRATEGIC RELEVANT AUTHORITY </u>