

Strategic Relevant Authority Meeting Minutes – 20/09/2017

Subject:	Strategic Relevant Authority (SRA) meeting			
Purpose:	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 September meeting is to discuss the current project situation as well as other relevant issues.			
Date and time:	Wednesday 20 th September 2017 10.30am to 12.30pm			
Location:	Ravensbourne, 4 th floor, The Point, 37 North Wharf Rd, Paddington, London. W2 1AF			
Attendees:	Port of London Authority (PLA) – Jim Trimmer (JT) (Chair) Transport for London (TfL) – Lukman Agboola (LA) City of London (CoL) – Ed Dunlop (ED), Kurt Gagen (KG) City of Westminster (CoW) – Anthony Robinson (AR) London Borough of Hammersmith & Fulham (LBHF) – Elise Lim (EL) 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 Greenwich (RBG) – Marcus Shingler (MaS) Royal Borough of Kensington & Chelsea (RBKC) – James McCool (JM) Relevant Authority Coordinator (RAC) – Glynis Youngs (GY) Tideway – James Spikesley (JSp) Contractors Representatives (MWCs) – John Davies (JD), Kate Centnere (KC), Rob Merchant (RM)	QUORUM -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	
Apologies:	Transport for London (TfL) – Samantha Norman (SN), Paul Wilson (PW) Greater London Authority (GLA) – Kevin Reid (KR) City of London (CoL) – Ted Rayment (TR) City of Westminster (CoW) – Barbara Terres (BT) London Borough of Hammersmith & Fulham (LBHF) – Chris Bainbridge (CBa) 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) - Richard McBride (RMc) Tideway – Nick Butler (NB), David Stokoe (DS) Peter Brett Associates (PBA) – Keith Mitchell (KM)	QUORUM -Y/N/Sub	Not present GLA - TfL	
No Response or DNA:	London Borough of Southwark (LBS) – Ian Law (IL), Amy Lester (AL) Tideway – Tom Rich (TRI)			
Minute taker:	Glynis Youngs			
Doc refs:	000356-MTMS-RAC-GEY AA 22-09-2017			
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 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 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) TW – Thames Water UXO – Unexploded Ordnance VCTEF – Victoria Embankment FS WSLCP – Work Site CLP		

Agenda Item	Notes and Action
Before meeting	Document Summary tabled
1	<u>Safety Moment</u> Exercising care when operating a trailer behind a vehicle.
2	<u>Apologies for absence</u> Apologies and substitutes: <i>PMN - the meeting was Quorate:</i>
3 3a 3b 3c	<u>Chair's introduction</u> <u>Minutes of the last meeting (23/8/2017) (350-MTMS)</u> None. <u>Outstanding actions from Minutes of Last meeting (23/8/2017)</u> None; <u>MINUTES OF SRA MEETING ON 23/8/2017 APPROVED & SIGNED</u> RAC to amend and send Minutes for upload onto website; <i>PMN – Meeting Minutes amended & sent for upload 25/9/2017;</i>
4	<u>Independent Panel – general update</u> Next briefing booked for 23 rd November 2017 to update IndPan. SRA members invited 8/9/17;
5 5a 5b 5c	<u>Whole project - general update</u> Representatives of MWCs gave an update in each area; 5a <u>East</u> - 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;
6	<u>Monthly Monitoring and reporting – Review of August 2017 Report</u> August report circulated before meeting; Discussion on progress in August;
7	<u>Annual Monitoring Report July 2016/July 2017 - Review</u> Report circulated before meeting; Discussion on progress to date and position in programme; MWCs will take every opportunity to use river;
8 8a 8b 8c 8d 8e 8f 8g 8h	<u>Sustainable Freight Transport Plans, WSCLPs, CLPs etc.</u> 8a <u>General</u> – reviewed Document Summary; AGREED to continue to provide; 8b <u>Carnwath Road (CARRR)</u> – SFTP almost complete; 8c <u>King Edward Memorial Park Foreshore (KEMPFS)</u> Final SFTP approved 19/9/2017 so now included in MMR; 8d <u>Chelsea Embankment Foreshore (CHEEF)</u> – discussion completed re material transfer from northern site; 8e <u>Putney Bridge Foreshore (PUTEF)</u> – SFTP draft completed, final document being prepared; 8f <u>Heathwall Pumping Station (HEAPS)</u> - held up by access issues, expect Draft SFTP at end of September; 8g <u>Cremorne Wharf (CREWD)</u> – SFTP workshop expected Sept/Oct; 8h <u>Any other documents</u> Discussion on other documents such as WSCLPs and CAFs in the pipeline as well as updates on existing documents; Central CAF circulated to SRA 8/9/17 for information; Greenwich PS – ongoing discussions;
9	<u>Process for amending Final SFTPs which have been agreed</u> Report brought to meeting for discussion; Suggestions discussed; AGREED - need formal proposals to SRA members for consideration prior to next meeting;
10	<u>Concrete by River document</u> Document amended, requires approval, will send to RAC for circulation;
11	<u>Any Other Business</u> Issue with foreshore structures, getting feet well; Discussion to be held between relevant parties;
12	<u>Date of future meeting:-</u> Wednesday 18 th October 2017 at 10.30am; Ravensbourne, 4 th floor, The Point, 37 North Wharf Rd, Paddington, W2 1AF; Meeting closed 12 noon.
Agreed by:	Signature: <u>G Youngs</u> Name: <u>G YOUNGS</u> Position: <u>RELEVANT AUTHORITY COORDINATOR</u> Date: <u>18/10/2017</u> Agreeing body: <u>STRATEGIC RELEVANT AUTHORITY</u>