

## Strategic Relevant Authority Meeting Minutes – 17/10/2018

<b>Subject:</b>	Strategic Relevant Authority (SRA) meeting	
<b>Purpose:</b>	This meeting is for the SRA to discuss implementation of the River Transport Strategy (RTS) for the Tideway Tunnel. The purpose of the October meeting is to discuss the current project situation plus other relevant issues.	
<b>Date and time:</b>	Wednesday 17 <sup>th</sup> October 2018 10.30am to 12.30pm	
<b>Location:</b>	Effra & Duffield, 5 <sup>th</sup> floor, Cottons Centre, Cottons Lane, London. SE1 2QG.	
<b>Attendees:</b>	Port of London Authority (PLA) – Jim Trimmer (JT) (Chair) Greater London Authority (GLA) – Jonathan Aubrey (JAu) Transport for London (TfL) – Paul Wilson (PW) City of London (CoL) – Kurt Gagen (KG) City of Westminster (CoW) – Barbara Terres (BT) London Borough of Hammersmith & Fulham (LBHF) – Elise Lim (EL) 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), Contractors Rep's (MWCs) – John Davies (JD), Kate Centnere (KC) James Fraser (JF), Nigel McCarron (NM)	<div style="border: 1px solid black; padding: 5px; width: fit-content;">           QUORUM -Y/N/Sub         </div> PLA - Y GLA - Y TfL - Y CoL - Y CoW - Y LBHF - Y LBLA - 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) Transport for London (TfL) – Karl Wiesmath (KW), Samantha Norman (SN), Henry Axon (HA) City of London (CoL) – Ted Rayment (TR), Ed Dunlop (ED) City of Westminster (CoW) – Anthony Robinson (AR) London Borough of Hammersmith & Fulham (LBHF) – Chris Bainbridge (CBa), Rob Anderson (RA) 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), Richard Lewis (RL) Peter Brett Associates (PBA) – Keith Mitchell (KM) Contractors Representatives (MWCs) – Dave Richmond (DR), Ian Grant (IG)	<div style="border: 1px solid black; padding: 5px; width: fit-content;">           Not present -All present         </div> <div style="border: 1px solid black; padding: 5px; width: fit-content;">           QUORUM -Y/N/Sub         </div>
<b>Minute taker:</b>	Glynis Youngs	
<b>Doc refs:</b>	000442-MTMS-RAC-GEY AD 13-12-2018	
<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 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

Agenda Item	Notes and Action
1	<u>Safety Moment</u> 1.Theft risk when using mobile phones in public places, Metropolitan Police guidance circulated; 2. Yellow cab driver attention span on recent trip to New York;
2	<u>Apologies for absence</u> RAC gave apologies and substitutes; Advised recording; <i>PMN - meeting Quorate;</i>
3 3a 3b 3c	<u>Chair's introduction</u> <u>Minutes of the last meeting (22/8/2018) (436-MTMS)</u> No change; <u>Outstanding actions from Minutes of Last meeting (22/8/2018) (436-MTMS)</u> No actions; <u>MINUTES OF SRA MEETING ON 22/8/2018 APPROVED &amp; SIGNED</u> RAC to amend and send Minutes for upload onto website; <i>PMN – Meeting Minutes amended &amp; sent for upload 19/10/2018;</i>
4 4a	<u>Independent Panel – general update</u> <u>General update</u> TSM – nothing to report;
5a 5d 5c 5b	<u>Whole project - general update</u> Representatives of MWCs gave an update in each area; <u>East</u> Identified current status of sites in the Eastern area – CHAWF, KEMPF and GREPS (Deptford Creek); <u>Central</u> Identified current status of sites in the Central area – ALBEF, BLABF, CHEEF, CREWD, HEAPS, KRTST & VCTEF; <u>West</u> Identified current status of sites in the Western area – CARRR, PUTEF;
6a & b	<u>Monthly Monitoring and reporting – Review of August &amp; September 2018 Reports</u> August report received 6/9/18 and circulated 9/9/18; TSM indicated main points; 30,000tonnes of Specified material moved; September report received and circulated 12/10/18; Discussion on documents required for TBM removal and ensuring these are provided to RLAs;
7a, b & c	<u>Sustainable Freight Transport Plans, WSCLPs, CLPs etc.</u> GREPS SFTP outstanding; To be progressed in 2019; HEAPS derogation to be submitted; Ongoing provision of CLPs as they become necessary; <i>PMN – October Document Summary received and circulated 16/10/18;</i>
8	<u>Recent Base Plug Pour at CARRR</u> PLA instigated discussion regarding recent submission of Logistics Summary for Base Plug pour and its adherence to relevant SFTP regarding sustainable material sources; Lessons learned;
9	<u>Any Other Business</u> None; <i>AGREED November meeting to be cancelled; PMN – November meeting cancelled 17/10/18;</i>
10	<u>Date of next meeting:-</u> Next meeting on Wednesday 12 <sup>th</sup> December 2018 at 10.30am; Cottons Centre – Duffield & Effra; Meeting closed 11.22am.
Agreed by:	Signature: <u>  <i>G Youngs</i>  </u> Name: <u>  G YOUNGS  </u> Position: <u>  RELEVANT AUTHORITY COORDINATOR  </u> Date: <u>  12/12/2018  </u> Agreeing body: <u>  STRATEGIC RELEVANT AUTHORITY  </u>