

**Strategic Relevant Authority Meeting Minutes – 22/04/2020**

<b>Subject:</b>	Strategic Relevant Authority (SRA) meeting			
<b>Purpose:</b>	The April meeting for the Strategic Relevant Authority is to discuss the current project situation and reflect on the implementation of the River Transport Strategy (RTS) for the Thames Tideway Tunnel.			
<b>Date and time:</b>	Wednesday 22 <sup>nd</sup> April 2019 ~ 10.30am to 12.30pm			
<b>Location:</b>	Alternative Media - Teams			
<b>Attendees (Members):</b>	Greater London Authority (GLA) – Jonathan Aubrey (JAu) Transport for London – Dele Olaleye (DO) City of London (CoL) – Ed Dunlop (ED), Ted Rayment (TR) City of Westminster – Barbara Terres (BT) London Borough of Lambeth (LBLE) – Zara Thorn (ZT) London Borough of Tower Hamlets – Bob Bennett (BB) London Borough of Wandsworth – Dianne James (DJ) Royal Borough of Greenwich (RBG) – Neil Willey (NW) Royal Borough of Kensington & Chelsea (RBKC) – Iain Steele (IS)	<table border="1"> <tr> <td> <b>QUORUM</b>          -Y/N/Sub  <b>NOT</b>  <b>QUORATE</b> </td> <td>         PLA - Y          GLA - Y          TfL - Y          CoL - Y          CoW - Y          LBHF - N          LBLE - Y          LBS - Y          LBTH - Y          LBW - Y          RBG - Y          RBKC - Y       </td> </tr> </table>	<b>QUORUM</b> -Y/N/Sub <b>NOT</b> <b>QUORATE</b>	PLA - Y GLA - Y TfL - Y CoL - Y CoW - Y LBHF - N LBLE - Y LBS - Y LBTH - Y LBW - Y RBG - Y RBKC - Y
<b>QUORUM</b> -Y/N/Sub <b>NOT</b> <b>QUORATE</b>	PLA - Y GLA - Y TfL - Y CoL - Y CoW - Y LBHF - N LBLE - Y LBS - Y LBTH - Y LBW - Y RBG - Y RBKC - Y			
<b>Att by OSM</b>	Port of London Authority (PLA) – Jim Trimmer (JT) – available by phone London Borough of Southwark (LBS) – Roger Taylor (RT) – available by phone			
<b>Members Apologies, No Response or DNA:</b>	Port of London Authority (PLA) – Terry Lawrence (TL) Greater London Authority (GLA) – Jonathan Gibb (JGi) Transport for London (TfL) – Paul Wilson (PW), Karl Wiesmath (KW) City of London (CoL) – Kurt Gagen (KG) City of Westminster (CoW) – Anthony Robinson (AR) London Borough of Hammersmith & Fulham (LBHF) – Masum Choudhury (MC) London Borough of Lambeth (LBLE) – J Holt (JH), Simon Phillips (SP), Joze Stivan (JSt) London Borough of Southwark (LBS) – Richard Earis (RE), Ian Law (IL) London Borough of Tower Hamlets – Isaac Clayton (IC) London Borough of Wandsworth (LBW) – Christine Cook (CC) Royal Borough of Greenwich (RBG) – Louise Macionis (LMa), Alex Smith (AS) RB of Kensington & Chelsea (RBKC) – Martin Lomas (MLs), James McCool (JM)			
<b>Attendees (Invitees):</b>	Relevant Authority Coordinator – Glynis Youngs (GY) Tideway – James Spikesley (JSp), Richard Lewis (RL) Contractors Reps – Kate Centner E (KC); John Davies C (JD); James Fraser W (JF), Jeremy Capps W (JC):			
<b>Invitees - Apol, N/R or DNA:</b>	Tideway – James Smith (JSm) Contractors Reps – Dave Richmond E (DR); Philip Dupree C (PD);			
<b>Minute taker:</b>	Glynis Youngs			
<b>Doc refs:</b>	000538-MTMS-RAC-GEY AD 17-06-2020			
<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 OSM – Other Suitable Media available 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 SOP – Site Operating Procedures under Covid-19 SPOC – Single point of contact SFTF – Sustainable Freight Transport Framework SFTP – Sustainable Freight Transport Plan SRA – Strategic Relevant Authority SRN – Strategic Road Network STP – Slurry Treatment Plant 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
	RAC opened meeting at 10.35am. Ascertained who had tuned in and gave apologies. Due to Chair not being available RAC took control of the meeting. <i>PMN – this is in accordance with Section 5.3 of the Relevant Authority Terms of Reference.</i>
1	<u>Safety Moment</u> Coronavirus – indicated advice given on what we need to do after lockdown.
2	<u>Apologies for absence</u> See above; Meeting <b>NOT</b> Quorate.
3 3a 3b 3c	<u>Chair's introduction</u> – given by RAC <u>Minutes of the last meeting (19-02-2020) (528-MTMS)</u> Title changed to Minutes. <u>Outstanding actions from Minutes of Last meeting (19-02-2020) (528-MTMS)</u> No actions. <u>MINUTES OF SRA MEETING ON 19/02/2020 APPROVED &amp; SIGNED</u> RAC to amend and send Minutes for upload onto website. <i>PMN – Meeting Minutes amended &amp; sent for upload 23/4/2020.</i>
4 4a 4b	<u>Independent Panel</u> <u>General update</u> TSM explained last meeting scheduled for 27 <sup>th</sup> March cancelled due to pandemic. <u>Date of next briefing</u> Making plans to provide a virtual for IndPan briefing in mid-May.
5 5a 5b 5c	<u>Whole project - general update</u> Representatives of MWCs gave an update in each area. All sites investigating phased restart of works based on Site Operating Procedures (SOP) which have been issued by the Construction Leadership Council. <u>EAST</u> TBM D - Selina - Eastbound CHAWF to ABMPS TBM Annie – North westbound GREPS to CHAWF Identified current status of sites in Eastern area – CHAWF, KEMPF and GREPS (Deptford Creek). TBM delivery for GREPS rescheduled into smaller loads. No information on works restarting. Shut all sites 25 <sup>th</sup> March 2020. <u>CENTRAL</u> TBM B - Millicent - Westbound KRTST to CARRR TBM C - Ursula - Eastbound KRTST to CHAWF Identified current status of sites in the Central area – ALBEF, BLABF, CHEEF, CREWD, HEAPS, KRTST & VCTEF. Shutdown all bar essential works on 24 <sup>th</sup> March 2020. <u>WEST</u> TBM A - Rachel - Westbound CARRR to ACTST TBM Charlotte – Southbound DRMST to KNGGP (complete) TBM Charlotte – Northbound DRMST to CARRR Identified current status of sites in the Western area – CARRR and PUTEF. High level connection tunnel completed and TBM recovered. CARRR TBM cleared zone of influence at Hammersmith Bridge and now stopped.
6 6a & b	<u>Monthly Monitoring – Review of February '20 &amp; March '20 Reports</u> February 2020 report received 11/3/20 & circulated 12/3/20; March 2020 report received & circulated 14/04/20;
7 7a 7b 7c	<u>Sustainable Freight Transport Plans, WSCLPs, CLPs etc.</u> <u>General</u> ~ Nothing to report <u>Greenwich Pumping Station</u> - still reliant heavily on programme. Last programme doesn't include Covid-19. Next programme due next week. Need to arrange a workshop and get the document two weeks before that. <u>Any other documents</u> - Nothing
8 8a, b, c & d	<u>Derogations</u> <u>General</u> – Derogation events beginning at a number of sites due to impact of Covid-19. Will be monitored and reported in accordance with the RTS.
9 9/1 9/2	<u>Any Other Business</u> 9/1 Tideway have received a Jacobs Beyond Zero Award for excellence in Health, Safety and Well-being. It is for the More by River initiative, reducing risk to vulnerable road users and successfully managing risk in the marine environment. It equates to 700,000T of Additional materials, 10.7 million road miles saved. 9/2 Question over LBHF contact.
10	<u>Date of next meetings</u> SRA meeting - Wednesday 17 <sup>th</sup> June 2020 @ 10.30am. Location to be confirmed. Meeting closed 11.54am.
Agreed by:	Signature: <u>G Youngs</u> Name: <u>G YOUNGS</u> Position: <u>RELEVANT AUTHORITY COORDINATOR</u> Date: <u>17/06/2020</u> Agreeing body: <u>STRATEGIC RELEVANT AUTHORITY</u>