

Strategic Relevant Authority Meeting Minutes – 19/08/2020

Subject:	Strategic Relevant Authority (SRA) meeting					
Purpose:	The August 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.					
Date and time:	Wednesday 19 th August 2019 ~ 10.30am to 12.30pm					
Location:	Alternative Media - Teams					
Attendees (Members):	Port of London Authority (PLA) – Terry Lawrence (TL) Chair Greater London Authority (GLA) – Jonathan Aubrey (JAu) Transport for London – Dele Olaleye (DO) City of London (CoL) – Ed Dunlop (ED), Kurt Gagen (KG), Ted Rayment (TR) City of Westminster – Barbara Terres (BT) London Borough of Hammersmith & Fulham (LBHF) – Graham Burrell (GBu) London Borough of Lambeth (LBLE) – Zara Thorn (ZT) London Borough of Southwark (LBS) – Roger Taylor (RT) London Borough of Tower Hamlets – Bob Bennett (BB), Tanveer Rahman (TaR) 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" style="width: 100%;"> <tr> <td style="text-align: center;">QUORUM -Y/N/Sub</td> <td> PLA - Y GLA - Y TfL - Y CoL - Y CoW - Y LBHF - Y LBLE - Y LBS - Y LBTH - Y LBW - Y RBG - Y RBKC - Y </td> </tr> <tr> <td style="text-align: center;">QUORATE</td> <td></td> </tr> </table>	QUORUM -Y/N/Sub	PLA - Y GLA - Y TfL - Y CoL - Y CoW - Y LBHF - Y LBLE - Y LBS - Y LBTH - Y LBW - Y RBG - Y RBKC - Y	QUORATE	
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QUORATE						
Att by OSM	None					
Members Apologies, No Response or DNA:	Port of London Authority (PLA) – Jim Trimmer (JT) Transport for London (TfL) – Paul Wilson (PW), Karl Wiesmath (KW) 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 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)					
Attendees (Invitees):	Relevant Authority Coordinator – Glynis Youngs (GY) Tideway – James Spikesley (JSp) Contractors Reps – Kate Centnere E (KC); John Davies C (JD); James Fraser W (JF):					
Invitees - Apol, N/R or DNA:	Tideway – James Smith (JSm), Richard Lewis (RL) Contractors Reps – Dave Richmond E (DR); Philip Dupree C (PD); Jeremy Capps W (JCa):					
Minute taker:	Glynis Youngs					
Doc refs:	000557-MTMS-RAC-GEY AD 14-10-2020					
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 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 <i>PMN – Post meeting note</i> 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
	Chair opened meeting at 10.35am. Ascertained who tuned in and gave apologies. Welcomed all attendees.
1	<u>Safety Moment</u> Relaxation methods to help stress – ‘focused breathing’, ‘quiet place’ and progressive muscular relaxation. <u>Apps for relaxation, mindfulness and meditation</u> Calm https://www.calm.com/ ‘Sleep more. Stress less. Live better’ Headspace https://www.headspace.com/ ‘Mindfulness for your everyday life’
2	Apologies for absence / attendance See above. Meeting Quorate.
3	<u>Chair’s introduction</u> – thanks to all for cooperating.
3a	<u>Minutes of the last meeting {547-MTMS} (17-06-2020)</u> No changes.
3b	<u>Outstanding actions from Minutes of Last meeting {547-MTMS} (17-06-2020)</u> No actions.
3c	<u>MINUTES OF SRA MEETING ON 17/06/2020 APPROVED & SIGNED</u> RAC to amend & send Minutes for upload onto website. <i>PMN – Minutes amended & sent for upload 19/8/2020.</i>
4	<u>Independent Panel</u>
4a	<u>General update</u> None
4b	<u>Bi-annual Review of Independent Panel Chairperson</u>
	SRA members agreed to Chair of IndPan remaining. Valid for the next two years. Chair to be advised. Next IndPan briefing proposed for November/December 2020. 3 main tunnel drives should be complete.
5	<u>Whole project - general update</u>
5a	Representatives of MWCs gave an update in each area. All sites restarted with Covid-19 protocols in place. <u>EAST TBM D - Selina - Eastbound CHAWF to ABMPS</u> <u>TBM Annie – North westbound GREPS to CHAWF</u> Status of sites in East area identified – CHAWF, KEMPF and GREPS (Deptford Creek). Most of CHAWF TBM arrived by 8 th July. Remainder to come by river. Completed a barge trial in Deptford Creek. Tunnelling will commence later in 2020.
5b	<u>CENTRAL TBM B - Millicent - Westbound KRTST to CARRR</u> <u>TBM C - Ursula - Eastbound KRTST to CHAWF</u> Status of sites in Central area identified – ALBEF, BLABF, CHEEF, CREWD, HEAPS, KRTST & VCTEF. Good progress. TBM Millicent buried. Hyperbaric intervention. Culvert float out at BLABF imminent.
5c	<u>WEST TBM A - Rachel - Westbound CARRR to ACTST</u> <u>TBM Charlotte – Southbound DRMST to KNGGP (complete)</u> <u>TBM Charlotte – Northbound DRMST to CARRR</u> Status of sites in West area identified – CARRR and PUTEF.
6	<u>Monthly Monitoring – Review of April ‘20 & May ‘20 Reports</u>
6a & b	June 2020 report received & circulated 10/7/20 – Central restarted, West passing London Bridge July 2020 report received 12/8/20 & circulated 13/8/20
7	<u>Sustainable Freight Transport Plans, WSCLPs, CLPs etc.</u>
7a	<u>General</u> - Nothing to report
7b	<u>Greenwich Pumping Station SFTP</u> - GREPS workshop on 30/7/20. Draft SFTP released 10/8/20, RA responses to RAC by 30/8/20 to collate and send to MWC.
7c	<u>Any other documents</u> - No other documents pending
8	<u>Derogations</u>
8b	<u>CHEEF – Overflow Weir Chamber (OWC) & Connection Culvert</u>
8d	Connection tunnel derogation not started yet – reliant on completion of OWC – due early October 2020. <u>Covid-19</u> No infection or self-isolation events. Don’t anticipate derogations being used – fallback position.
9	<u>Any Other Business</u>
	Annual Monitoring Report should be completed by end of August. <i>PMN – Annual Monitoring Report received & circulated 25/8/20.</i>
10	<u>Date of next meeting</u>
10a&b	SRA meeting - Wednesday 21 st October 2020 @ 10.30am via Teams. <i>Revised to 14th October 2020.</i> Meeting closed 11.22am.
Agreed by:	Signature: <u>___ G Youngs ___</u> Name: <u>___ G YOUNGS ___</u> Position: <u>___RELEVANT AUTHORITY COORDINATOR___</u> Date: <u>___14/10/2020___</u> Agreeing body: <u>___STRATEGIC RELEVANT AUTHORITY</u>