



## Minutes

### Meeting of London Luton Airport Consultative Committee

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Monday 19 March 2007 - 13.00hrs. Putteridge Bury Conference Centre

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#### Member

Mr J Bailey	Chairman
Mr N Brook	Vice Chairman – Hertfordshire County Council
Mr M Burlyn	NATS
Cllr N Clements	Hertfordshire Association of Town & Parish Councils
Dr J Davis	LADACAN
Cllr M Dolling	Luton Borough Council
Cllr J Gledhill	Beds Ass. of Town & Parish Councils
Mr M Holden	Breachwood Green Society
Mr T King	Signature Flight Support
Cllr B Lloyd	Hertfordshire County Council
Cllr M Muir	North Hertfordshire District Council
Cllr B Pawle	St Albans District Council
Cllr Dr I Reay	Dacorum Borough Council
Mr H Richardson	LLA Transport Forum/Surface Access Working Group
Cllr D Rowlands	Buckinghamshire County Council
Cllr B Sadler	Bedfordshire County Council
Mr G Twiss	P.A.I.N
Mr B Webb	LLATVCC

#### Officers Representing

Mr S Bailes	Hertfordshire County Council
Rev M Banfield	L.L.A.O (Chaplain)
Mr P Bylo	St Albans District Council
Mr M Cooper	Directorate of Airspace Policy (CAA)
Mr S Earles	L.L.A.O (Planning and Access Manager)
Mrs K Goodman	L.L.A.O (Airfield Environment Officer)
Mr S Harley	L.L.A.O (Observer)
Mr P Hersey	Stevenage Borough Council
Mr R Hiscock	Aylesbury Vale District Council
Ms R Jones	Buckinghamshire County Council
Mr A Judge	L.L.A.O (Operations Director)
Mr R Koller	Bedfordshire County Council
Mr M Lloyd	L.L.A.O (Commercial Director)
Mr M Nahvi	South Bedfordshire District Council
Miss N Raper	L.L.A.O (Marketing Director)
Ms W Rousell	Luton Borough Council (Planning)
Mr T Saunders	Mid Bedfordshire District Council
Mr N Thompson	L.L.A.O (Airfield Environment Manager)
Mr S Turner	Bureau Veritas (Consultant to L.L.A.O)
Mr M Wilson	North Hertfordshire District Council
Ms L Wood	Dacorum District Council

## Noise Consultant & Secretariat

Mr J Charles                      Bickerdike Allen Partners  
Mrs P Harris                      Committee Administrator

- 1 Apologies for absence and substitution. Action**
- i Apologies for absence were received from: Cllr A Bastable (Mid Bedfordshire District Council); Cllr M Edmunds (Aylesbury Vale District Council); Cllr B Jennings (Buckinghamshire County Council); Cllr P Swaisland (Bedfordshire County Council); Cllr R Berry (South Bedfordshire District Council); Cllr D Cullen (Stevenage Borough Council); Cllr R Webb (BALC); Mr T Lee (Thomsonfly); Mr P Hack (LLA Branch – TGWU); Mr I Slater (Luton Borough Council); Miss K James (LLAO Managing Director); Mr E Renton (LLAO Finance Director).
  - ii The Committee were informed that Kathryn James, LLAO’s Managing Director, would be leaving the organisation in May 2007 and it seemed unlikely that she would attend any future meetings. LLACC members requested that their very best wishes for the future be passed on to her. The Chairman **confirmed** that he would follow up with an official letter expressing best wishes and thanking her for the support she has shown for the Committee. **Chairman**
  - iii The Chairman welcomed Rev Michael Banfield – LLAO Senior Airport Chaplain to the Committee as an observer.
  - iv Cllr Jim Gledhill was also welcomed to the Committee, replacing Cllr Christine Benson as the representative of Beds Ass. of Town & Parish Councils.
- 2 Minutes and matters arising from LLACC meeting 4 December 2006**
- i Item 5b i. Reference was made to concerns raised regarding the external painting of the easyJet hanger and advertisements. Luton BC confirmed that they were still in discussion with easyJet in regard to advertising.
  - ii Further to the reference under 5d ii), an Airport Plan was distributed at the meeting.
  - iii Item 8. The Chairman indicated that the process of consultation on any planning applications received from LBC is now in operation. The LLACC Administrator will now only issue notification of any new planning application to those who have requested the information. Any member wishing to be included on the distribution list should contact the LLACC Administrator. **All**
  - iv The Committee accepted the Minutes from the LLACC meeting of 4 December 2006 as an accurate and true record and agreed for the Chairman to sign them. **Chairman**
- 3 Minutes of Night Noise Policy Working Group (NNPWG) 19 February 2007**
- i The Chairman informed that the NNPWG have been working with the airport on a new policy. A copy of the new policy (Night Noise Policy Issue 7) was attached to the minutes from the meeting of the Working Group.
  - ii All items in the new policy had been discussed by the Group over several meetings and it was recognised that there was still work to be carried out by LLAO regarding the location of the noise monitors and a night noise environmental charge. **LLAO**
  - iii Reference was made to the noise monitoring against the 1999 contours. The

Chairman highlighted that this particular point has been made previously and it was **noted** that the Local Plan makes it quite clear in paragraph 9.73 that the 1998 planning consent refers to the 1999 predicted noise contours.

- iv **Post meeting note:** There was some confusion over the date of the permission of the terminal alterations and extensions. LBC have advised that the Planning Consent 98/01096/FUL was dated 5 February 1998. Condition 11 refers to “forecast ATM and contours for 1999....”)
- v It was recognised that comparisons with other airports will become much easier once mapping work under the Environmental Noise Directive has been carried out by DfT.
- vi The Committee **noted** the amendments to the current Night Noise Policy, however comment was made by some members that they considered the changes were not significant enough and that the night noise violation level should be reduced to 80dB(A) rather than 85dB(A) and that QC4 aircraft should be restricted.
- vii A member of the Committee, drawing from an earlier report by the noise consultant, suggested that the new Policy would not prohibit increases in noise levels at night and furthermore did not provide any mechanism to restrict the number of movements. It was also suggested that the Policy did not take any steps toward a fundamental review. Several members suggested that LLAO be required to work with the LLACC to limit night movement in the future.
- viii The Committee were thanked for their comments and reminded that the Consultative Committee cannot instruct LLAO. LLAO **confirmed** that they would be prepared to consider comments within a future review of the policy. **LLAO**
- ix The Committee was made aware by a member of the Working Group that it was the felt by some Working Group Members that tougher controls over a whole range of topics should have been considered. The Chairman suggested that now a Policy has been set by LLAO that an additional clause be included to the effect that the development of a longer term Policy could take place and asked that LLAO give this consideration.
- x LLAO stated that they considered that there are some major changes within the Policy and that the previous Policy had been working effectively, This was demonstrated from the reduction in violations from 158 in 1999, to just 1 in 2006. LLAO stated that consultation has taken place through the NNPWG meetings and that the Policy presented to LLACC will be implemented.
- xi The Committee were reminded that the airport is a business and any changes in policy could affect employment. It was recognised and noted that the airport works at all times within the current planning consent.
- xii The Committee **noted** the Policy but expressed disappointment that, unlike other London Airports, it allows for a growth in the number of night movements.

#### **4 Minutes of the Noise & Track Sub Committee (NTSC) 19 February 2007**

- i The minutes from the Noise & Track Sub Committee from 19 February were noted and a request made that comments in the minutes should not be subjective. Further clarity was sought regarding the number of GA passengers passing through London Luton Airport during the period, however it was noted that such information is not readily available.

#### **5 London Luton Airport Reports:**

## 5a Managing Director's Report

- i The Managing Director's report was noted by the Committee.
- ii The Chairman referred to the note regarding the retirement of John Appleby, thanked **Chairman** him for his service over the years and **agreed** to write to him to wish him well in his retirement.

## 5b Quarterly Planning, Environmental Management & Surface Access Report

- i Reference was made to proposed works at the Airport and a request made that **LLAO** consideration be given to those who live in close vicinity to the boundary of the airfield by directing any new lighting away from local properties, as lighting had been considered by some to be intrusive during the recent runway resurfacing works. LLAO acknowledged this and will endeavour to accommodate the request.
- ii LLAO gave an explanation regarding the proposed joint Planning and Transport Committee (Bedfordshire CC, Luton BC and South Bedfordshire DC, with Hertfordshire CC and North Hertfordshire DC having non-voting rights) which will be for policy purposes and not development control. The Committee were informed that planning applications will still be dealt with by the individual districts.
- iii Following requests regarding LLAO proposals for cutting emissions, the Committee **LLAO** were informed that a report would be provided at the next meeting regarding the AOA Carbon Management Group and the work being carried out at the Airport to reduce the carbon footprint.
- iv It was suggested that it would be useful for the Committee to be included in further **LLAO** discussions regarding the corporate social responsibility strategy and the environmental initiatives and targets being set. It was indicated that the Committee could be consulted on other issues not just those relating to noise. LLAO agreed to consider this request.
- v LBC made reference to having signed the Nottingham Declaration on Climate Change. Strategies will be developed to support the Council's commitment and to provide guidance for measures the Council may wish to take in relation to premises it owns and occupies. Where premises are occupied by another party, the occupier will be encouraged to also adopt this or a similar strategy.
- vi North Herts and Hertfordshire also informed that they have also both signed the Nottingham Declaration.
- vii The Noise Insulation Scheme is due to conclude by end of June 07, and the Committee were informed that LLAOL are offering advice on alternative solutions that may benefit eligible properties.

## 5c Quarterly Airfield Environment Report

- i This report was considered after item 11 on the agenda, as it had been fully discussed at NTSC.
- ii Concern was expressed regarding the 100% increase in the number of events

eliciting a complaint from 305 in 4th quarter last year to 611 for 2006, some members considered this as significant and asked if there were any way in which this can be curbed. Confirmation was given by LLAO that they are constantly active in managing and monitoring noise.

- iii Some members noted with concern the increase in the number of complaints and will continue to scrutinise them.
- iv The Chairman suggested that a report on complaint trends over the last few years could be discussed at the next NTSC. LLAO **agreed** that this would be compiled.

**LLAO**

#### **5d Quarterly Economic Report**

- i Following the demise of AJet who flew to Paphos, LLAO informed the Committee that they have been working hard to get the route replaced. These efforts were encouraged by some Committee members.
- ii LLAO have launched the new version of their website and will continue to look at ways to develop it further.
- iii Further to the report, the Committee were advised that easyJet has decided to re-launch the Luton to Zurich route and this will replace the Basel route that commenced in January this year.
- iv Concerns were raised regarding the increase in complaints regarding disability issues for October. LLAO informed that October is still a very busy month for the airport and stated that they did receive a number of complaints regarding airlines and handling agents. LLAO confirmed that each individual complaint is dealt with by LLAO.

#### **6 Master Plan and 2030 Project update**

- i LLAO provided an update on the current status with respect to the Master Plan process.
- ii The DfT published the White Paper Progress Report in December 2006. This document sets out the proposed two-stage Master Plan process for London Luton Airport, which LLAO has agreed with its freeholder London Luton Airport Limited (LLAL). The first stage document, an Interim Master Plan, is planned to set out development plans for the existing airport estate for the period to 2015. This will be followed by a second stage document which will be set out the longer-term development plans for the airport beyond 2015. The publication date of the Interim Master Plan is dependent upon the outcome of ongoing discussions with LLAL. The originally anticipated date of Spring 2007 (as reported in the White Paper Progress Report) will now be challenging. Once a firm publication schedule has been finalised, this will be reported to LLACC at the earliest opportunity.
- iii The Committee expressed their disappointment in regard to the progress of the Master Plan and suggested that it would be helpful if a newsletter could be published to help to keep the general public informed of progress. LLAO supported this and intends to publish its next community newsletter once LLAOL/LLAL have concluded the commercial and technical discussions and the publication schedule for the Interim Master Plan is confirmed.

**LLAO**

## 7 Luton Borough Council Reports

- i LBC confirmed that the Harrods planning application was approved in early March.
- ii The Committee queried whether an extension of the taxiway towards Breachwood Green, would be within the Interim Master Plan and whether it would be classed as Permitted Development. LBC informed that they would need to look at each submission on its merits and judge if the proposal falls within permitted development rights.
- iii The Chairman sought clarification that if an extension were to increase capacity then a planning application would be required. LBC stated that LLAO are committed to inform them of any development they proposing as Permitted Development.

## 8 DfT Progress Report on the 2003 Aviation White Paper

- i Consideration was given to the LLACC Noise Consultant's report summarising the Progress Report on the Future of Air Transport White Paper which set out a national long term strategy for the sustainable development of air travel to 2030.
- ii The new forecasts for 2030 in the Progress Report remain almost the same as in the original White Paper, dropping from a mid-point of 500 mppa to 490 mppa. The Report acknowledged that Stansted is moving slower than initially envisaged and that Heathrow will increase further if they move to mixed mode operations. The Committee were advised that there could be increased pressure for Luton to expand quickly.
- iii LLAO referred to a statement, concerning London Luton Airport planning to become carbon neutral. It was stated that it is unclear where the statement originated and, although LLAO made a commitment verbally as part of the Master Planning process that they will continue to work towards carbon neutrality, there has never been a commitment to achieve total carbon neutrality. LLAO **agreed** to monitor this topic as part of their corporate social responsibility strategy. **LLAO**
- iv The Committee were advised of a specific new action for Consultative Committees to monitor how the new powers in the Civil Aviation Act 2006 are being implemented by airports.

## 9 AOA Progress Report on Sustainable Aviation / AOA Environmental Guidance Manual for Airports

- i The Committee were informed that the Sustainable Aviation Progress Report reviewed aspects of the earlier strategy, to which a wide spectrum of the aviation industry are signatories.
- ii LLAO advised that an Environmental Management System is in place across the group.
- iii Reference was made regarding Nitrogen Dioxide monitoring and LLAO confirmed that they continue to monitor this at 13 locations both on and off site. This forms part of the Herts and Beds Air Quality Monitoring Network.
- iv It was recognised that the document was general in nature and that the industry has responded by setting long-term goals. It was suggested that results should be made available to enable the LLACC to monitor and inform others of any benefits

- v Some members voiced concern that some of the economic data used may be partial as it was produced by consultants funded by the aviation industry.
- vi A suggestion was made that many of the goals and commitments should be related to key performance indicators so as to be effective tools for monitoring.

## 10 DfT Consultation on Designation and De-designation criteria

- i It was reported that the DfT had agreed that LLACC could comment on the consultation report, albeit not originally consulted.
- ii Following debate regarding existing designation and designation criteria the Committee considered question 1: "Do you agree that there is a strong case for updating the existing criteria for designation and for establishing a set of criteria that would apply to both designation and de-designation of airports?" The Committee were in agreement.
- iii Having looked at the three suggested new criteria the Committee considered question 2; "Do you agree the new criteria for designation and de-designation?" The Committee were in agreement but were concerned that economic pressures could drive down environment standards. It was **agreed** to suggest an additional criteria: "4. The airport has not or is likely to have not met its external environmental costs (i.e. mitigation, emissions, climate change etc) as assessed by reference to competing airports, or national standards."
- iv It was **agreed** that the above views be sent to DfT.

Chairman

## 11 Correspondence received since 4 December 2006

- i The Chairman discussed his views regarding the reporting of correspondence to members and highlighted areas of particular importance. The Committee **agreed** that a 2-part schedule would be prepared for future meetings. Correspondence listed in Part 1 would be copied into the agenda papers and those in Part 2 would be available to view at the meeting. The following criteria would be used:
  1. Formal letters to the Secretariat from a variety of sources such as MPs, Government Departments, Local Authorities, members of the public. **Include letter and reply in Part 1.**
  2. Formal letters or emails to the Secretariat from members of LLACC or their parent body. **Include letter and reply in Part 1 unless referring to a change in the nominee in which case the information would be formally announced at the meeting.**
  3. Emails to the Chairman and the Secretariat of news from UKACCS. **Include in Part 2 only those that the Chairman or Secretariat feel are of particular importance or may be giving information relevant to London Luton Airport that may not be covered by the reports from LLAOL.**
  4. Emails to the Chairman, or copied to him, from members of LLACC. **The Chairman to deal with the matter direct with the correspondent, in consultation with LLAOL where appropriate. Not for inclusion in Part 1 or Part 2,**
  5. Consultation letters/emails from a local planning authority, normally Luton Borough Council, seeking views on a planning application. **Those members who have asked to be informed would be emailed and that the Chairman, in consultation with the Vice Chairman, would respond within the time limits. Include the reply in Part 2.**

6. Consultation letters/emails from a local planning authority seeking views on a Local Development Document. **Report as an agenda item to the next meeting of LLACC unless more urgent, when special arrangements will need to be made.**
7. Consultation letters/emails from a Government Department or the CAA or similar organisation seeking views on any topic. **Report as an agenda item to the next meeting of LLACC unless more urgent, when special arrangements will need to be made.**
8. Others not easily falling into the above categories. **These may to be left to the Chairman's discretion but following the general principles above.**

- ii The Chairman informed that a consultation from Luton Borough Council had been received regarding a draft Supplementary Planning Document on planning obligations, outlining the way in which LBC negotiate with applicants and setting out a framework for developers obligations. It was **agreed** that the Chairman would respond to LBC with no comment.

**Chairman**

## **12 Any Other Business**

### **12a Western Airspace Change**

- i Martyn Cooper from the Directorate of Airspace Policy (DAP) addressed the Committee stating that DAP would be conducting a review of the effectiveness of the Western Airspace change process.
- ii He commented that the Western Airspace had been one of the longest running airspace change consultations in the UK and feedback has already been received from LLAO and other parties. The review aims to assess if the process has been carried out fully and correctly. The DAP is an independent arbiter and considers the impact on communities and is able to make a constructive view of the change.
- iii DAP will be writing to various organisations, including LLACC, to provide an opportunity to comment. DAP will also seek a response from NATS.
- iv The Chairman commended DAP for undertaking the review. It was **noted** that the Committee would need to respond to the consultation in advance of the next meeting.

### **12b Other matters**

- i No further business was discussed and the meeting closed at 16.00hrs. Members were invited to take with them, and sign for, their copy of the 2006 Annual Monitoring Report.

## **13 Dates and time of future meetings:**

- i Monday 18 June 2007 at 1.00pm  
Monday 17 September 2007 at 1.00pm (Post meeting note: Alternative dates were canvassed for this meeting but none have proved to be suitable.)

**All to note**