

LONDON SOUTHEND AIRPORT

Minutes of meeting No. 108 of the Consultative Committee held on Wednesday 26 May 2021 at 2pm via 'Zoom'

Present: David Osborn	Chairperson
Murray Foster	Deputy Chairman
Glyn Jones (GJ)	CEO, LSA (attended until 4pm)
Willie McGillivray (WM)	COO, LSA (attended until 4pm)
Jo Marchetti (JM)	Community Affairs Co-ordinator, LSA
Councillor Chas Mumford	Castle Point Borough Council
Councillor Mike Steptoe	Essex County Council
Councillor Jill Reeves	Essex County Council
Ray Howard, MBE	Independent Representative
Councillor Damien O'Boyle	Leigh Town Council (attended until 3pm)
Councillor Stephen Nunn	Maldon District Council
Councillor Ian Ward	Rochford District Council
Paula Chapman (Officer)	Rochford District Council (attended until 4.15pm)
Councillor Daniel Cowan	Southend on Sea Borough Council
Councillor Carole Mulroney	Southend on Sea Borough Council
Councillor Keith Evans	Southend on Sea Borough Council
Trevor Saunders (Officer)	Southend on Sea Borough Council
Les Sawyer	West Leigh Residents Association
Kim Paxman	Essex Chambers of Commerce
Glen Stoneman	UK Border Force
Emma McDonnell (EM)	Secretary (Minutes)

1. APOLOGIES FOR ABSENCE

- 1.1 Apologies for absence were received from Councillors Williams, Wootton, Terry and Mr Butt. Councillor O'Boyle apologised that he had to leave the discussions at 3pm.

2. MEMBERSHIP AND CHAIRMAN'S OPENING REMARKS

- 2.1 EM welcomed new members and the Chairperson went over the 'house rules/code of conduct'. The Chair also explained that the meeting would be recorded, simply to assist the Secretary in producing the minutes. The meeting unanimously agreed to the recording taking place. The Chair requested that no other recordings were to be made and if anyone intended to make their own person recording, then they should make it known immediately. No members were forthcoming.

3. QUESTIONS FROM THE PUBLIC

- 3.1 The Chair confirmed that in relation to the letter of 10 May 2021 from Mr David Smith submitting three questions, previously forwarded by the Secretary to all members, although the Constitution states a maximum of two questions per individual (see 7.5 iii), on this occasion, it would be permitted - the questions were:

- 3.1.1 *"Does the Chairman and Committee fully recognize and understand the scope of extreme sleep deprivation, physical and mental suffering that the thousands of local residents have been and are continuing to be subjected to every night, by multiple LSA commercial night flight operations over the past 18 months?"* The meeting agreed that Mr Smith cannot speak on behalf of thousands of residents, and this figure could not be substantiated.

- 3.1.2 *“If this is the case, what positive actions are the Chairman and Committee currently taking to alleviate and necessarily end the nightly suffering of the thousands of local residents so caused, without further delay?”*
- 3.1.3 *“If this is not the case, what further evidence does the Chairman and Committee require to fully recognise and understand the nightly suffering of the thousands of local residents so caused?”*
- 3.2 Members were unanimous in that the purpose of the ACC is to ensure the Airport is operating within the terms of the Section 106, and they will continue to hold the Airport to account if breaches occur. The ACC does not have the power to amend the S106 agreement and operates in accordance with LSACC’s Constitution and Terms of Reference. The airport is currently operating within the terms of the S106 agreement.
- 3.3 P Chapman complained that she had received an email directly (blind copied) from Mr Smith on 25 May. P Chapman stressed it was wholly inappropriate for the individual to be contacting her directly using her direct Council email address, which is not published on the RDC website. Mr Smith should have followed the advertised procedure for raising questions to the committee and not used unpublished email addresses in his blind copies. P Chapman found the email to be aggressive in tone. Many other members confirmed they too had been blind copied on the email.
- 3.4 JM reassured P Chapman that in line with a previous request from ACC members, links to council websites have been added to members’ names on the LSA website but only for elected Councillors and not Officers. P Chapman’s email address was not advertised.
- 3.5 P Chapman explained that the ACC is an advisory committee and as such, does not have the power to change the night flights. P Chapman emphasised that she was a member of the Committee to represent businesses and many residents work at the Airport, and the LSACC’s responsibility is not to solely focus on noise as it has other responsibilities.
- 3.6 Councillor Mulroney appreciated P Chapman’s comments and economic views, however, the Committee has a duty to listen to residents, and it is obvious that Mr Smith is very incensed. P Chapman confirmed that she is willing to listen to residents and discuss their views as long as they follow the appropriate procedure for contacting the committee as published on LSA’s website.
- 3.7 Councillor Cowan reported that, as Mr Smith’s local Councillor, he had already responded to the email, to confirm that the LSACC is an advisory committee and cannot provide the solutions he is seeking. Mr Smith should direct his complaints to his local MP.
- 3.7.1 The members agreed that the Chair write to Mr Smith detailing the above, and also make clear that it was not acceptable for Mr Smith to contact members directly via unpublished email addresses.
Actioned – remove from minutes.

4. ADOPTION OF MINUTES FROM LAST MEETING 3 MARCH 2021

- 4.1 The minutes had already been agreed by members with no amendments required, therefore they were formally adopted.

5. MATTERS ARISING FROM PREVIOUS MINUTES

Chapel at LSA

- 5.1 No further update - GJ to provide update at the next meeting if appropriate. **GJ 01/09/21**

Local road surface

- 5.2 WM confirmed no change – he will provide an update at next meeting. **WM 01/09/21**

6. UPDATE ON ACTIONS FROM ‘TRANSPARENCY SUB-COMMITTEE’ MEETING

- 6.1 JM confirmed the ‘Members & Representatives’ document has been published on LSA’s website with information links for elected Councillors. JM and EM to update following recent local elections. See (see item 7.1 below). **Actioned – remove from minutes.**
- 6.2 JM explained that there are other amendments to be made to LSA’s website following Cllr Davidson’s feedback and other comments made in the ‘Transparency’ forum, all of which may take a little time to implement as a third-party provider may need to be involved and there would be a cost to some elements. JM explained costs are still under review. **JM 26/05/21**

7. REVIEW OF COMMITTEE MEMBERSHIP

- 7.1 A second Sub-Committee meeting took place in March to review the current membership. A proposed updated membership list had previously been submitted to members for their consideration, and the revised ‘Members List’ was collectively reviewed and unanimously agreed.
- 7.2 The Chair to make arrangements to advertise for 2 additional ‘Independent Representatives’ and put forward shortlisted names at the next meeting. **DO 01/09/21**
- 7.3 EM to email Councillor Steptoe confirming that there is a vacancy for a third Councillor from Essex County Council. **Actioned – remove from minutes.**
- 7.4 The Deputy Chair declared that he is Chair of the Southend Business Partnership, and approval was given for him to approach the group to see if there is a willing participant to fill the ‘Southend Business Partnership’ vacancy on the LSACC. **MF 01/08/21**
- 7.5 P Chapman reported that RDC has contacts within the Rochford, Rayleigh and Hockley Chambers and will endeavour to identify a suitable candidate to fill the ‘Rochford Board of Trade’ vacancy. **PC 01/08/21**
- 7.6 Councillor Ward and P Chapman to identify a suitable individual to represent a Residents Association without a political alignment. **IW/PC 01/08/21**

8. SURFACE IMPACT ACCESS ROUTES

- 8.1 JM reported that the annual Airport Transport Forum took place on 11 March 2021, which was attended by the Deputy Chair on behalf of the ACC, and Councillor Mulroney from SBC. The meeting was well-attended by stakeholders and the Airport updated attendees in general on the current situation, explaining reduction in passenger and staff numbers. JM explained that no questions were raised which was disappointing, but this was probably attributable to lack of passengers/staff travelling to/from the Airport, with the result that there was not much to discuss.

9. CEO REPORT

- 9.1 The Committee reviewed the report prepared by GJ, covering the period February to April 2021. This report is published separately on the LSA website and should be read in conjunction with comments/questions below.
- 9.2 Questions raised during the meeting:
- 9.2.1 Councillor Ward asked if private aircraft movements he had seen recently have contributed to ‘upskilling’ and training ATCs? GJ replied “yes”.
- 9.2.2 Councillor Evans enquired if new opportunities relating to employment, were replacement staff positions due to the pandemic? WM confirmed that it was a mixture - due to ATCs needing a ‘3-year people plan’ but also staff that have chosen to leave the Airport seeking more stable employment elsewhere, therefore these are replacement roles. GJ confirmed that only 19 members of staff have been made redundant.
- 9.3 Councillor O’Boyle left the meeting at this point at 3pm.
- 9.4 Grass cutting is carried out approximately twice a year, and following a question put forward by Mr Saunders, it was agreed that JM would try to notify residents prior to this taking place. **JM to note**
- 9.5 GJ to contact Councillor Ward directly in relation to sharing the economic assessment with RDC, once clarity is obtained relating to a technical question. **GJ 05/06/21**
- 9.6 Questions submitted in advance of the meeting from members:
- 9.6.1 The Chair explained that following the email containing the papers for the meeting and request for any questions from members to be submitted by Monday 24 May, the Secretary received a total of 28 questions/comments from Councillor O’Boyle via an Excel spreadsheet - 25 of which were questions/comments from local residents.
- 9.6.2 The Chair reminded members that the deadline of Monday 24 May was for members to submit any questions they had on the Airport Director’s report, not general questions from residents. Questions from residents (not relating to the CEO report) should be submitted 2 weeks prior to the ACC meeting, as advised on the LSA website and detailed in the LSACC’s Constitution (7.5 iii) - these can then be distributed to Committee members with the papers, so they have time to review ahead of the meeting. This process assists in the efficient running of LSACC meetings.
- 9.6.3 The Chair commented that it was unfortunate that Councillor O’Boyle could not be present for this part of the forum, and ‘shared screen’ so members could review the questions and proposed answers.
- 9.6.4 Councillor Mulroney commented that Councillor members of the Committee could have ‘filtered out’ those questions which had either been discussed before during a previous LSACC meeting (referencing earlier minutes) relating to the S106 agreement, or were not even specific to the ACC. Councillor Mulroney went on to state that this was a valuable exercise and members should give this time in their response.

- 9.6.5 Councillor Mulroney commented that Glyn’s explanation of why the Charlie taxiway could not be moved and that it was an essential part of the airfield was very clear and helpful, and asked if this had been explained to the Wells Avenue residents. JM confirmed that detailed face-to-face meetings have taken place directly with residents of Wells Avenue to provide detailed information about runway/taxiway operations.
- 9.6.6 P Hart suggested that LSA add an FAQ page. JM confirmed that LSA already provided FAQs on the ‘noise’ page and would undertake a review to ensure they were up-to-date. Councillor Mulroney stated that it may be helpful if the Airport makes a link on their website to SBC’s FAQ page which explains the S106 agreement. **JM 01/09/21**
- 9.6.7 Consideration will be given to future timescales for members to submit questions to the ACC prior to a LSACC quarterly meeting.
- 9.6.8 Following detailed discussion, it was agreed that given the number of questions that were directed to the ACC, and that the format was difficult to read via ‘screen share’, committee members should be emailed a copy of Councillor O’Boyle’s questions so that they are able to digest and provide further comments. All members were asked to respect the confidentiality of the spreadsheet which should not be published outside of the Committee, or any of its content, until the ACC has given its approval. **Actioned – remove from minutes.**
- 9.6.9 Once the comments have been received, the spreadsheet will be an addendum to the minutes, so once the draft minutes are approved following the procedure outlined in the Constitution, the correspondence will then be published on the Airport’s website.

10. DRAFT ANNUAL REPORT

- 10.1 JM presented the Draft Annual report by ‘share screen. JM stressed the document is currently ‘Private & Confidential’ and confirmed an electronic version will be emailed to members following the meeting for their review. JM summarised specific areas, most of which has been impacted by the Covid-19 pandemic;
- Development (a significant fall in passenger numbers - a reduction of 93%)
 - Airport surface access strategy
 - Employment
 - Quiet ground operations
 - Noise
 - Air quality
 - Environment management
 - Air traffic movements
 - Departures
 - Charity and community
- 10.2 On behalf of the Committee, the Chair expressed sincere thanks to JM for the amount of work invested in producing the draft report, which is an extremely detailed and professional document, and it was pleasing to end on a ‘high’ relating to LSA’s charitable work with the community.
- 10.3 Comments on the draft Report are to be returned to JM by Thursday 10 June 2021. **All to note**

- 10.4 Councillor Ward enquired about collection of waste, to which JM confirmed it was not with Essex but with a separate contractor. Councillor Ward confirmed that he would send a link to JM in relation to waste to energy initiative. **Post meeting note**; this has been actioned and JM confirms that the link has been shared with LSA's Commercial Manager who advised that the Airport is becoming engaged via Stobart energy & forestry, initially investigating a similar initiative with 'Pyrocore'. **Remove from minutes**
- 10.5 GJ and WM left the meeting at 16:00 and P Chapman left the meeting at 16:15.

11. DFT NIGHT FLIGHTS CONSULTATION

- 11.1 The Chair reported that consultation has been extended until 3 September 2021 and only Councillor Cowan had previously responded wishing to be involved in the completion of the document online. The Chair will contact members again in July to see if they wish to take part in completing the consultation document. **DO 01/07/21**

12. PRESS PACK

- 12.1 Not available as a virtual meeting.

13. ANY OTHER BUSINESS

- 13.1 POINTS FORWARD DIARY: ANNUAL REVIEW OF THE PROCESS IN PLACE TO MANAGE FLIGHTS DEPARTING OUTSIDE THE NPRs

Compliance with Section 106 Agreement

- i. The annual review of the processes in place in relation to managing flights which depart outside the Noise Preferential Routes (NPRs) was undertaken. JM explained the background to this process for new members and put forward the motion to retain the current structure in place to manage flights departing outside the NPRs.
- ii. Members were unanimous in concluding this process was working well, ie infringement notices issued for 1st and 2nd offences, with a £500 fine for a 3rd offence. The Committee agreed that the current system was working adequately, is the right structure in going forward and that the process outlined above should be reviewed again, including the fine levels, in 12 months. Transfer to Points Forward Diary May 2022. **PFD 05/22**

14. DATES OF NEXT MEETINGS

The next Committee meetings, starting at 2pm, are as follows:

Wednesday 1 September 2021

Thursday 18 November 2021

The meeting ended at 4.25pm.

Enc: Questions submitted in advance by Councillor O'Boyle on the CEO Report

Signed _____ Date: _____