

## LONDON SOUTHEND AIRPORT

### Minutes of meeting No. 112 of the Consultative Committee held on Wednesday 25 May 2022 at 2pm via 'Zoom'

---

|                              |  |
|------------------------------|--|
| <b>Present:</b> David Osborn | Chairperson  |
| Marc Taylor (MT)             | Operations Director, LSA                               |
| Jo Marchetti (JM)            | Corporate and Social Responsibility (CSR) Manager, LSA |
| Nicole Park                  | Head of Air Traffic Services, LSA                      |
| Councillor Michael Fuller    | Castle Point Borough Council                           |
| Councillor Tom Cunningham    | Essex County Council                                   |
| Councillor Jill Reeves       | Essex County Council                                   |
| Councillor Mike Steptoe      | Essex County Council                                   |
| Zhanine Smith (Officer)      | Essex County Council                                   |
| Mike Davies                  | Independent Representative                             |
| Ray Howard, MBE              | Independent Representative                             |
| Councillor Nick Skeens       | Maldon District Council                                |
| Councillor Ian Ward          | Rochford District Council                              |
| Councillor Simon Wootton     | Rochford District Council                              |
| Marcus Hotten (Officer)      | Rochford District Council                              |
| Councillor Daniel Cowan      | Southend-on-Sea City Council                           |
| Councillor Lydia Hyde        | Southend-on-Sea City Council                           |
| Councillor Carole Mulroney   | Southend-on-Sea City Council                           |
| Adrian Smith (Officer)       | Southend-on-Sea City Council                           |
| Kim Paxman                   | Essex Chambers of Commerce                             |
| Christine Bhatt              | Essex Chambers of Commerce                             |
| Les Sawyer                   | Residents Association (West Leigh)                     |
| Ron Smithson                 | Southend Flying Clubs                                  |
| Emma McDonnell (EM)          | Secretary (Minutes)                                    |

---

#### 1. APOLOGIES FOR ABSENCE

- 1.1 Apologies for absence were received from the Deputy Chairperson, Glyn Jones, Glenn Stoneman (Border Force), Councillors Williams, Buck, Scott, together with Ian Butt and Kevin Waters (Officers).

#### 2. CHAIRMAN'S OPENING REMARKS AND WELCOME

- 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 if necessary.
- 2.2 The Chairperson reminded members of confidentiality until the minutes are published in draft on LSA's website, the process of which will continue in a speedy manner.

#### 3. CONFLICTS OF INTEREST

- 3.1 The Chairperson reminded members to declare any conflicts of interest at each quarterly meeting.

#### 4. FASI ACP (FUTURE AIRSPACE STRATEGY IMPLEMENTATION) (AIRSPACE CHANGE PROPOSAL)

- 4.1 Nicole Park reported that LSA is now in Stage 2 of the seven-stage process, which is to 'Develop and Assess' the Design Principles in Stage 1. Nicole thanked the committee for their feedback following the consultation workshop in April, advising that some errors had been identified in the Airport's analysis. These are now being corrected and once this process is completed, further analysis will be conducted, and re-engagement will commence. Nicole will provide an update at the next meeting when the next steps will be outlined. **NP 14/09/22**

## 5. ADOPTION OF MINUTES FROM LAST MEETING 15 MARCH 2022

- 5.1 The minutes were formally adopted and can be uploaded in final form on to the LSA website. **Actioned – remove from minutes.**

## 6. MATTERS ARISING FROM PREVIOUS MINUTES

- 6.1 The Chairperson commented that in relation to potential candidates for the remaining vacant ‘Independent Representative’ position, the sub-committee has received four applicants, out of which two have been interviewed to-date. Once the interviewing process is concluded, the sub-committee will put forward a nomination to the LSACC at the next meeting. **DO 14/09/22**
- 6.2 The Chairperson also confirmed that the sub-committee will carry out the annual review of the Constitution and update members at the next LSACC meeting. **DO 14/09/22**

## 7. POINTS FORWARD DIARY:

### 7.1 Chapel at LSA

- 7.1.1 Due to budget constraints, there has been no further progress on this issue, therefore, it was agreed to place this on the Points Forward Diary May 2023. **Points Forward Diary May 2023.**

### 7.2 Local road surface

- 7.2.1 MT confirmed that instructions had been issued to the Airport’s preferred contractor to carry out the repairs following completion of the north road repairs, which are due to be finished by 10 June 2022. **Remove from minutes.**

### 7.3 Annual review of the process in place to manage flights departing outside the NPRS

#### Compliance with Section 106 Agreement

- 7.3.1 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.
- 7.3.2 JM confirmed that 99.8% of departures are compliant and where a breach does occur, a full investigation is carried out, the findings of which are reported back to the LSACC and is included in the Annual Report.
- 7.3.3 Detailed discussions took place, and it was agreed that the current procedure (infringement notices issued for 1st and 2nd offences, with a £500 fine for a 3rd offence) would continue, however, Z Smith is to obtain information from comparable airports and present this at the next meeting for further discussion. **ZS 14/09/22**
- 7.3.4 The Chairperson to also liaise with UKACC to see if they can provide any comparable information to help the Committee in agreeing the most appropriate process. **DO 14/09/22**

7.3.5 Following a question regarding flights over Burnham, JM to arrange for Nicole Park to contact Councillor Skeens in relation to future consultation on FASI ACP. **Post Meeting Note: The Airport is going back out to engagement with stakeholders shortly, so Cllr Skeens has been asked by the LSACC secretary to make his views known through the MDC representative ACC member (Cllr Hull) and the comments will then be captured during this process - Remove from minutes.**

## 8. SURFACE IMPACT ACCESS ROUTES

8.1 It was agreed that this item be removed from future agendas but will be added if specific issues need to be discussed. **Remove from minutes**

## 9. DRAFT ANNUAL REPORT

9.1 JM presented the Draft Annual report by 'share screen'. JM stressed the document is currently 'Private & Confidential' and confirmed an electronic version had previously been circulated to members by email. JM summarised specific areas, most of which have been impacted by the Covid-19 pandemic;

- Development (including improvements)
- Airport surface access strategy
- Employment
- Quiet ground operations
- Noise
- Air quality
- Environment management
- Air traffic movements
- Departures
- Charity and community

9.2 The report was discussed in detail and members were asked to submit their comments/amendments on the draft report via email to JM by Wednesday 8 June 2022. **All to note**

9.3 Councillor Skeens commented on how impressed he was in that no waste goes to landfill – Councillor Skeens to email JM to identify relevant individual to assist Maldon District Council on their endeavours in this specific area. **Cllr Skeens 01/06/22**

9.4 Ray Howard to contact JM in relation to exploring a relationship with Cornelius Vermuyden School on Canvey. **RH 01/06/22**

9.5 On behalf of the Committee, the Chairperson 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 see so much charitable work with the community.

## 10. CEO REPORT

10.1 The Committee reviewed the report prepared by GJ, covering the period February to April 2022. This report is published separately on the LSA website and should be read in conjunction with comments/questions below. No questions were submitted in advance of the meeting from members.

10.2 MT commented that it would be taken as 'read' and summarised a couple of specific areas:

10.2.1 Attrition remains a feature of the labour market, across Europe, as well as in the UK, with people leaving the industry during Covid and not returning. As a result, the Airport continues to recruit, particularly in areas such as Fire and ATC, to ensure levels of operational resilience other airports have unfortunately not seen.

- 10.2.2 In addition to Port Infrastructure Fund (PIF) works on the northern side of the Airport, upgrades have been made to improve some staffing areas, such as the validation point, terminal rest room and fire station.
- 10.2.3 Operationally, LSA has kept the team 'lean' and is expecting passenger numbers to reach 100,000 this summer.
- 10.2.4 The Airport is now completing its preparations to apply for level 2 Airport Carbon Accreditation in 2022, supported by their new partner Carlyle Group.

10.3 Questions raised during the meeting:

- 10.3.1 Detailed discussions took place in relation to concentration levels of NO<sub>2</sub> measured around the Airport and the recorded annual mean values for each testing site being amended by the relevant bias adjustment factor following DEFRA guidance. The Airport carries out such measuring in accordance with S106 and it was agreed that Councillor Hyde would liaise with Southend's Environmental Officer to confirm whether, in liaison with Rochford District Council and Essex County Council, any anomaly exists that needs rectifying. **Cllr Hyde 01/06/22**
- 10.3.2 JM confirmed that there are no restrictions on HGVs leaving the Airport in terms of arrival/departure times. In relation to the ASL cargo flights, these are part of a wider European network and LSA is not able to dictate the schedule but if it is within S106 controls, then it is permitted which correlates with HGV movements which should use Aviation Way and not residential streets. Should Councillor Hyde have any evidence to the contrary then this should be forwarded to Southend City Council for further investigation. **Cllr Hyde to note**
- 10.3.3 JM advised that the ASL carrier uses Boeing 737-400 aircraft and prior to the pandemic, there was a desire by the cargo carrier to introduce more modern (quieter) aircraft. However, Covid-19 has negatively impacted upon this and LSA believes this is now not being progressed.

## 11. ANY OTHER BUSINESS

- 11.1 None reported.

## 12. DATES OF NEXT MEETINGS

The next Committee meetings in 2022, starting at 2pm, are as follows:

Wednesday 14 September  
Thursday 17 November

**The meeting ended at 3.50pm**

Signed \_\_\_\_\_ Date: \_\_\_\_\_