

## LONDON SOUTHEND AIRPORT

### Minutes of meeting No. 115 of the Consultative Committee held on Wednesday 24 May 2023 at 2pm at Southend Airport

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<b>Present:</b> David Osborn	Chairperson
Murray Foster	Deputy Chairperson
Marc Taylor	Operations Director, LSA
Jo Marchetti (JM)	Corporate and Social Responsibility (CSR) Manager, LSA
Nicole Park	Head of Air Traffic Services, LSA
Mike Davies	Independent Representative
Ray Howard, MBE	Independent Representative
Councillor Tom Cunningham	Essex County Council
Councillor Mike Steptoe	Essex County Council
Zhanine Smith (Officer)	Essex County Council
Councillor Mark Flewitt	Leigh Town Council
Daniel Kudla (Officer)	Rochford District Council
Councillor Robert McMullan	Southend-on-Sea City Council
Mark Sheppard	Southend-on-Sea City Council
Les Sawyer	Residents Association (West Leigh)
Ron Smithson	Southend Flying Clubs
Emma McDonnell (EM)	Secretary (Minutes)
Kevin Packard	Guest from Vulcan Restoration Trust
Lana Balmer	Observer

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#### 1. APOLOGIES FOR ABSENCE

- 1.1 Apologies for absence were received from John Upton, Councillors Fuller, Garston and Reeves, Adrian Smith, Philip Drane, Ian Butt and Denise Rossiter.
- 1.2 EM explained that following recent elections, Rochford District Council (RDC) ran out of time to nominate its members to the LSACC, therefore apologies were submitted from their councillors, but Dan Kudla would be attending.
- 1.3 **Post meeting note:** RDC will not now be able to update with member names until after 28 June when RDC meet at the Full Council meeting.
- 1.4 Councillor Steptoe informed the meeting that Councillor Jill Reeves had been appointed Chairperson of Essex County Council for two years, and the forum congratulated her on this role. Councillor Reeves will attend future LSACC meetings wherever possible. **All to note.**

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

- 2.1 The Chairperson welcomed attendees and reminded everyone of confidentiality until the minutes are published in draft on LSA's website, the process of which will continue in a speedy manner.
- 2.2 The Chairperson explained that Lana Balmer was attending as an 'observer' in her capacity as the third candidate for the single vacant Independent Representative position. The Chairperson confirmed that the sub-committee will soon meet and put forward their nomination (out of the three) at the next LSACC meeting for approval. **Action: DO 13/09/23.**
- 2.3 Due to recent elections, there were a number of new members attending, therefore, the Chairperson asked everyone to introduce themselves and to ensure they provide EM with their email addresses at the end of the meeting.

2.4 For the purposes of new members, the Chairperson explained that the LSACC is to act as a means of consultation in accordance with the terms of Section 35(1) of the Civil Aviation Act 1982, and that the purposes of consultation are:

- to enable aerodrome operators, groups representing communities in the vicinity of the aerodrome, local authorities, local business representatives, aerodrome users and other interested parties to exchange information and ideas;
- to allow the concerns of interested parties to be raised and taken into account by the aerodrome operators, with a genuine desire on all sides to resolve any issues that may emerge; and
- to complement the legal framework within which the aerodrome operates.

2.5 Full details can be found in the LSACC Constitution and Terms of Reference on LSA's website – click [here](#) for link.

### **3. CONFLICTS OF INTEREST**

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

3.2 Councillor McMullan declared that he holds a PPL and is a member of Seawing Flying Club.

### **4. PRESENTATION BY VULCAN RESTORATION TRUST**

4.1 Kevin Packard, Vice President, gave a brief presentation on the Trust. To summarise some background:

- The Trust is a registered charity formed in 1993
- No employees, all volunteers
- Avro Vulcan XL426 landed at LSA 19 December 1986
- Acquired by VRT in 1993
- Currently, it is the only taxiing Vulcan in the world
- Biggest source of income are events – it costs circa £110K to run the Vulcan per year

4.2 Mr Packard went on to explain how the 'Music & Beer Festival' event on 4 & 5 August 2023 will be managed, as he was aware that some members of the LSACC at the previous meeting had raised concerns in this respect.

4.3 To summarise:

- Event is to be held inside Hangar 6
- Attendance limit of 600 people, monitored & controlled by VRT personnel
- TEN licence from Rochford District Council
- Music includes community choir, acoustic, jazz quarter and pop/rock bands
- 2 local breweries plus prosecco/cocktail bar
- Event supervised by VRT Events Committee and VRT personnel.
- A written Emergency Plan will be submitted by the Trust to the Airport
- Parking space for 150 cars but expect high proportion of visitors to use public transport
- All waste will be collected and disposed off-site.
- VRT has contract with waste management company

- 4.4 Councillor Flewitt commented that he was reassured to hear about this level of organisation and that fewer people will be in attendance, when compared to the Southend City Council festival that had recently been cancelled.
- 4.5 To ensure all local councillors are fully informed of the arrangements in place when answering any queries by the public, it was agreed that EM would forward the presentation to LSACC members and provide Mr Packard's contact details. **Actioned – remove from minutes.**
- 4.6 Following detailed discussions, the Trust is to consider:
- Having security on the premises in addition to the charity volunteers.
  - Providing a shuttle bus to assist people in using nearby public transport.
  - Sending a brief letter to residents backing on to the hangar to make them fully aware of the event.
- 4.7 The Chairperson thanked Kevin for his presentation, which was extremely informative.

## 5. **ADOPTION OF MINUTES FROM LAST MEETING 28 FEBRUARY 2023**

- 5.1 EM advised that minor comments from Adrian Smith and been received, and minute item 9.3.1 had been amended as follows:

*“Councillor Ward suggested that the Airport looks at possibly installing roofing for parking, with the objective of solar panels being used, and perhaps additional EV charging points.”*

- 5.2 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 Les Sawyer provided an update following the 'Passengers with Reduced Mobility' (PRM) forum on 29 March 2023. To summarise, Mr Sawyer reported that it was a worthy event, well attended and a humbling experience. Not all disabilities are visual, and various 'needs' were voiced.
- 6.2 As many of the Airport staff have personal experience of living with hidden disabilities or looking after relatives with hidden disabilities, this has helped LSA create a wealth of knowledge and understanding of the challenges passengers may face when travelling, and the Airport already caters for a great deal in this respect.
- 6.3 A sample of some of the actions agreed in the PRM forum are below:
- For passengers using colostomy bags, a shelf to be fitted in the disabled toilets so they have somewhere safe and clean to put their new bags when changing.
  - Sanitary bins should also be made available in the disabled and men's toilets for the disposal of used colostomy bags. Members said pedal bins are not suitable for some PRM passengers. LSA bins have both pedal and lift top options.
  - It would be helpful to have adult changing facilities for arriving passengers. A hoist would be preferred, but a quick fix could be a clean plastic mattress that could be placed on the floor to provide a safe, clean and comfortable changing area. Another option could be a cushioned folding table. The shower room facility in the landside area (after arrivals) was an ideal place as the room was very spacious.
  - Video blog of a wheelchair user.

6.4 A copy of the PRM minutes will be forwarded to LSACC members separately. **Actioned – remove from minutes.**

6.5 A further PRM meeting will take place at the end of the season to see what progress has been made, following the recommendations made in March.

## 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 2024. **Points Forward Diary May 2024.**

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

8.1 Nicole Park reiterated for new members that LSA is a stakeholder in the development of the wider UK Airspace Modernisation Strategy that is sponsored by the Department for Transport and has been developed by the CAA. This will see a once in a lifetime opportunity to modernise airspace, in particular in the SE region of the UK, that has not had any significant changes for the last 50 years. LSA has filed an Airspace Change Proposal (ACP) to support this strategy.

8.2 LSA is currently submitting revised documentation to the CAA for the September gateway and although full re-engagement is not required with stakeholders, they will be kept fully informed on progress.

8.3 The meeting was advised that it is a very long process, with six London airports working collaboratively, with expected implementation in circa 2030.

8.4 Nicole Park also explained that in relation to LSA introducing RNAV Approach Procedures, their submission was with the CAA for validation. RNAV is a method of instrument flight rules (IFR) navigation that allows an aircraft to choose any course within a network of navigation beacons, rather than having to navigate directly to and from the beacons.

8.5 It is known as Performance Based Navigation (PBN) and it can reduce flight distance, reduce congestion, and allow flights into airports without conventional (ground based) aids.

## 9. DfT AIRPORT CONSULTATIVE COMMITTEES: INFORMATION GATHERING EXERCISE

9.1 The Chairperson explained for new members that this information gathering exercise was aimed to provide government with a better understanding of the views from Airport Consultative Committees (ACCs) and other organisations established to perform a similar consultation process for all UK airports and aerodromes. It considered a range of issues, such as current government guidance for ACCs, community engagement, funding arrangements, the importance of diversity, impartiality and sharing best practice.

9.2 Whilst noting that arrangements and procedures for one committee may not be appropriate for another, the DfT expected that the basic underlining principles to be similar across all committees.

- 9.3 The Chairpersons advised that most respondents (32 out of 36) reported feeling supported by their airport/aerodrome and most respondents (27 out of 35, 1 did not know) said they did not have a neutral funding source.
- 9.4 The findings of this exercise had been previously circulated to members for information by EM on 13 April 2023, but for new members, the link is below:
- <https://www.gov.uk/government/publications/airport-consultative-committees-information-gathering-exercise>
- 9.5 Any further updates will be reported to members accordingly.

## 10. DRAFT ANNUAL REPORT

- 10.1 JM presented by PowerPoint a summary of the Draft Annual report. JM summarised key data/information required by S106:
- Effectiveness and implementation of the Airport Surface Access Strategy (ASAS)
  - Employment
  - Quiet ground operations
  - Noise
  - Air quality
  - Environment management
  - Air Traffic Movements (ATMs)
  - Departures
  - Charity and Community
- 10.2 All LSACC members will be provided with an electronic version of the Draft Report and asked to review and submit any comments to jo.marchetti@southendairport.com by 7 June 2023, ie within two weeks. **Action: All 07/06/23.**
- 10.3 Once all comments and/or amends have been considered/implemented the final draft will be emailed to the LSACC Chairperson for formal approval.
- 10.4 Once approved by the Chairperson, the report will be submitted to SCC to seek formal approval that LSA has complied with the S106. The approved report will then be sent to all key stakeholders, including LSACC members, local MPs, local authorities, Airport Transport Forum, Noise Forum, airport colleagues etc.
- 10.5 Zhanine Smith stated that, due to the pandemic, there had not been much progress on targets for the ASAS but reassured members that all councils are working collectively to help LSA achieve their targets.
- 10.6 JM reported that a key update was in relation to employment - LSA full-time equivalent staff had increased from 150 to 160 for the reporting period.
- 10.7 Concentration levels of No2 measured around the Airport consistently remain below Government limits. Councillor Steptoe asked if it can be differentiated between LSA creating the current levels and road traffic. It was agreed Rochford District Council would need to investigate their statistics. **Daniel Kudla to note.**
- 10.8 In response to Councillor McMullan's query, Marc Taylor confirmed that as part of the Airport's Net Zero Plan, traditional ground vehicles will be replaced with electric versions.

10.9 Following detailed discussions, it was agreed that given the environmental and financial cost of printing hard copies of the Annual Report, LSA need only provide email/online copies of the report moving forward but will revisit this next year. **All to note.**

## 11. CEO REPORT

11.1 The Committee reviewed the report covering the period February to April 2023. 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.

11.2 Marc Taylor commented that it would be taken as 'read' and summarised a couple of specific points:

- The Airport is targeting 500,000 passengers next year – expecting 200,000 this year.
- There will be a Winter schedule this year.
- There is a huge shortage of Air Traffic Controllers worldwide. LSA currently has six trainees – two have gone through basic training and another four are being progressed.

11.3 Questions/comments raised during the meeting:

11.3.1 Marc Taylor confirmed that with the target of 500,000 passengers this year, there will be additional routes.

11.3.2 A sale process for Esken Renewables is currently in progress, with a number of interested parties involved in discussions. Marc Taylor confirmed that a decision has also been taken to explore a sale of LSA, with initial planning for this phase having commenced. The key objective will be to find the right buyer with the capital to support the growth prospects of the Airport over the long term and benefit airline partners, customers and local stakeholders. Marc stated he could not comment further due to market sensitivity.

## 12. ANY OTHER BUSINESS

12.1 JM reported that all airports are required to review their Noise Action Plans (NAP) every five years and LSA has appointed Logika to undertake this review on their behalf, in line with DEFRA guidelines. The review process will include some public consultation through the LSACC and Noise Forum. The Environmental Action Plan (EAP) has been removed, and by the end of the year there will be a comprehensive suite of policies in place covering noise, environment, procurement, ground operations etc, with a cohesive set of controls.

12.2 JM to arrange for Logika to provide a brief presentation on progress at the next LSACC meeting. **Action: JM 13/09/23.**

### 13. DATES OF NEXT MEETINGS

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

**Wednesday 13 September**

**Wednesday 22 November**

The meeting ended at 4.10pm

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