

London Southend Airport Consultative Committee

Tuesday 5 November 2024

Consultative Committee meeting no. 121

Your attendance is requested at a meeting of the London Southend Airport Consultative Committee to be held on **Tuesday 19 November 2024** in the Conference Room, Holiday Inn Hotel, Southend Airport. Please arrive at 1.45pm when refreshments will be available. The meeting will start at 2pm.

Emma McDonnell

AGENDA

1. **Apologies for absence**
2. **Chairman's opening remarks**
 - Reminder of confidentiality until minutes are published on website
3. **Welcome to new members**
4. **Conflicts of Interest**
5. **Minutes of last meeting** – to formally adopt the minutes of the meeting held on Wednesday 11 September 2024 ([Document 1](#))
6. **Points Forward Diary - reappointment of Deputy Chairman and Independent Member**

In accordance with section 5.1 of the Constitution the appointment of the Deputy Chairman and the Independent Member, Mike Davies, to be reviewed at the November 2024 meeting.
7. **Matters arising from the previous minutes:**
 - [8.3.1] N Park reported that LSA had 10 minutes prior notification from receiving the call from the National Air Traffic Services Coordinator to the aircraft landing in relation to the above diversion. Positive feedback had been received from diverted passengers and following a suggestion from Councillor Linden, N Park to liaise with the Marketing & Digital Content Manager in relation to having available a form/app where arriving diverted passengers could comment on their experience, which would be a useful tool. **Action: NP 30/09/24.**
 - [8.3.7] Following a request from Councillor Hoy, N Park to liaise with HR to see if it is possible to differentiate between levels of education in the different departments/roles of the Airport. **Action: NP 14/10/24.**
 - [8.3.8] In relation to the Airport actively seeking to switch all its energy supply to 100% green energy, M Taylor to update Councillor Hoy on this process and confirm if they are moving to a new electrical tariff (there is no gas on site). **Action: MT 30/09/24.**
 - [9.2] Councillor Steptoe to ask St Laurence and All Saints Church to get in contact with M Taylor as The Revd Carolyn Madanat, the new Priest-in-Charge, has been installed. **Action: MS 30/09/24.**

8. FASI ACP (Future Airspace Strategy Implementation) (Airspace Change Proposal) - S Petrie/N Park

9. Airport Surface Access Strategy (ASAS) Review – J Marchetti

Progress report on the ASAS Review document and its targets to be discussed on an annual basis by the committee.

[Previous minute: JM advised that there was very little to update against targets in relation to this document due to low passenger numbers, as the Airport is still in recovery phase as a result of the pandemic. Once passenger numbers reach 1.5-2 million, this will trigger the review. The Transport Liaison group will continue to monitor progress. **Transfer to Points Forward Diary November 2024.**

10. CEO report ([Document 2](#))

Including:

- **Planning issues**
- **Inward Investment, Employment and Training**
- **Community Relations**
- **Compliance with Section 106 Agreement ([Document 3](#)), including NPR Report ([Document 4](#)) and NPR Summary ([Document 5](#))**

11. Any other business

Agree 2025 meeting dates (14.00 – 16.00):

Wednesday 19 February 2025

Wednesday 4 June 2025

Wednesday 3 September 2025

Wednesday 19 November 2025

To the Chairman and members of the London Southend Airport Consultative Committee (list of members attached).

cc: Chief Executive and Town Clerk, Southend Borough Council
Chief Executive, Rochford District Council