

**EAST MIDLANDS AIRPORT**  
**INDEPENDENT CONSULTATIVE COMMITTEE**

**GENERAL MEETING**

**APPROVED - - - - - Minutes of the Meeting**  
**held at DHL Offices, East Midlands Airport**

**29 February 2008**

**Present:**

Independent Chairman

Mr B Whyman MBE, Ch, JP

**Users:**

Consumers Association

Mrs C McDowall MBE, JP

DHL Aviation Ltd

Mr P Hewett

Leicestershire Chamber of Commerce

Mr P Collin

Loughborough University

Dr D Gillingwater

Nottinghamshire Chamber of Commerce

Mr A Morris-Richardson

UPS

Mr L Macefield

Derbyshire & Nottinghamshire Chamber of Commerce

Mr N Chischniak

**Local Authorities:**

Broxtowe Borough Council

Councillor M Rich

Derbyshire County Council

Councillor C Cutting

East Staffordshire Borough Council

Councillor F Bather

Erewash Borough Council

Councillor R Parkinson

North West Leicestershire District Council

Councillor D Stevenson

Rushcliffe Borough Council

Councillor M Males

**Local Groups:**

Association of Airport Related Parish Councils

Mr A Corbett

CPRE Derbyshire

Ms C Barker

CPRE Leicestershire

Mr G Stocks

CPRE Nottinghamshire and Rushcliffe

Mrs B Walker

DEMAND

Mr S Charlish

Kings Newton Residents Association

Mr S Leech

Leicestershire & Rutland Association of Local Councils

Councillor J Pike

Melbourne Civic Society

Dr P Grimley

Nottinghamshire Association of Local Councils

Councillor J Barton

PAIN - People Against Intrusive Noise

Mrs P Beddoe

SAVE - Save Aston Village Environment

Mr J Gidlow

WINGS

Mr D Coulson

**East Midlands Airport:**

Managing Director

Ms P Coates

Divisional Manager - Environmental

Mr N Robinson

Director of Planning and Development

Mr J Froggatt

Head of Government and Industry Affairs

Mr B Conway

Deputy Managing Director

Mr B Thompson

Minute Secretary

Ms A Lamin

**In Attendance:**

Bickerdike Allen Partners – presentation only

Mr J Charles

08/01 **APOLOGIES AND DECLARATIONS OF INTEREST**

The Chairman welcomed everyone to the meeting.

**Apologies** were received from Mr S Weston, Mr S Harley, Mr D Fernie, Cllr G Carlile, Cllr M Wallis, Cllr P Westley, Cllr Mrs L Pendleton, Cllr J Harrison, Cllr D Adams.

The following did not attend: Mr R Hebblethwaite, Ms G Sanderson, Mr B Pallet, Mr P Gill, Mr R Young, Cllr D Slater, Cllr Banwait, Cllr B Parbutt, Cllr S Carroll, Ms S Naish.

A Declaration of Interest was received from Cllr Stevenson, North West Leicestershire District Council in relation to Item 7c – Planning applications.

08/02 (a) **MINUTES OF THE MEETING HELD ON 19 OCTOBER 2007**

The minutes of the meeting held on 19 October 2007 were accepted as a true record.

(b) **ACTION POINTS FROM THE MINUTES**

**Minute 07/22**

The Derbyshire Association for the Blind representative has been confirmed as Ms S Naish.

**Minute 07/26 (d)**

EMA advised that circulation and receipt by members of documents by email was difficult because of the size of some of the attachments. Hard copy documents will continue to be sent out and EMA will consider the potential for documents to be made available on the EMA website.

**Minute 07/27 (a)**

EMA will continue to investigate the possibility of an airline presentation on the impact of higher oil prices on the airport.

**ACTION: EMA**

**Minute 07/27 (d)**

Training flights: EMA will confirm whether the breakdown of training aircraft movements presented to the MENT sub committee includes both military and civil flights.

**ACTION: EMA**

**Minute 07/27(e)**

ACC Annual Meeting minutes – 14<sup>th</sup> June 2007

A presentation and discussion on the issues raised took place at the MENT meeting on 1 February 2008.

The Chairman proposed and it was agreed by all present that Item 4 on the agenda be received as item 3 and the Attachment (a) noted on the agenda – Revised ICC Constitution - be taken as item 6 (a).

08/03 **NOISE CONTOURS – HOW THEY WORK**

Presentation by Jeff Charles, Bickerdike Allen Partners

Jeff Charles presented details of Why – Government Policy and EU Policy: How – Integrated Noise Model (INM) works and What – Contours produced.

A copy of the presentation slides will be circulated with the meeting minutes

**ACTION: EMA**

In response to members' questions the following key points were made:

- The INM is used as the alternative computer model, and is only available to the CAA. In practice, the models are now very similar
- It is doubtful that the Government will change its position on designation.
- Training flights are included but do not have much impact on the contours. The contours are an average over a 92 day period. The EU are looking to use annual calculations.

- The contours can understate the impact on particular places at particular times, for example when the wind changes.
- The contours have been calibrated to local response.
- Worst mode contours would not calibrate to local response at EMA.
- Footprints are taken of aircraft at night and included in the contours.
- EMA is a major cargo airport and therefore there will be night activity.
- Amelioration is to get the quietest aircraft to operate from the airport. Cargo companies are introducing quieter aircraft but the investment required is inevitably long term.
- Manufacturers have the technology to produce quieter aircraft but implementation is again long term for example when the wind changes.

The Chairman thanked Jeff Charles for his presentation and the details given.

08/04 **CHAIRMAN'S REPORT**

Correspondence received:

**(i) AARPC – Association of Airport Related Parish Councils**

The Chairman summarised the request received from 14 members of the AARPC that the organisation be represented on the MENT sub committee as well as the TEP sub committee. A letter supporting the request had been received from the Rt Hon Kenneth Clarke MP and the Chairman read this letter to the meeting.

The Chairman summarised the existing membership of the two sub committees as representatives from three local groups, three airport users and three local authorities. These nine members of both the MENT and TEP sub committees were elected by separate and confidential meetings of the respective groups.

ICC members' comments in support of the request included:

- In the light of experience over the past year, there is concern that the parishes are not represented and do not have a voice.
- No review of membership has been undertaken, MENT is not fulfilling what it was intended to do.
- EMA should not have replied to the request without consulting the ICC.
- It is absurd that the AARPC are not included and the handling of the matter has been unconstitutional.
- The request is not about qualification to serve on sub committees but about representation of 100,000 people.
- The constitution says that matters should be considered first by the sub committees and then the ICC. The MENT sub committee has not had the opportunity to discuss the request and make recommendations, therefore the handling of the matter has been unconstitutional.

ICC members' comments against the request included:

- The groups elected the three people most qualified to deal with the technical issues of the sub committees and this should stand.
- Channels have been outlined to enable the groups to have a voice. All papers are circulated and there are representatives in place for all areas. The membership should not be increased.
- The papers and minutes of the MENT sub committee are circulated to the AARPC, they therefore have the information and have a voice through the sub committee members.
- AARPC was part of the original election process and was elected to the TEP sub committee.

The Chairman said the letters had been acknowledged and holding letters sent as a courtesy and to explain the agreed structure of the ICC. The membership of the sub committees was achieved democratically. Membership would be reviewed in two years'

time as agreed at the last ICC meeting. Constitutional issues were the responsibility of the ICC not the sub committees and therefore it was correct that this matter was discussed at this meeting.

A member moved that the status quo be maintained and this was supported by other members. Another member said that the sub committees have been successful and should be retained with the current membership. Several members confirmed support of the actions taken by the Chairman.

The Chairman confirmed that it is the responsibility of the ICC to resolve these issues. The proposal was therefore put to the meeting that the ICC recommends to the Airport an increase of the MENT sub committee membership from nine to ten by adding an AARPC representative to the membership.

Seven members voted in favour of the proposal and the remaining majority of members voted against the proposal. The proposal was therefore rejected.

**(ii) Structure of ICC**

The Chairman read extracts from several emails received from PAIN. These expressed concern that a satisfactory review of the structure of the ICC did not take place at the last meeting, also that the representative of the group who attended the meeting on behalf of the ICC member, did not have the opportunity to speak. The member proposed that a review of the structure of the ICC be discussed at the next ICC meeting.

The Chairman said that Minute 07/26 outlined in detail the discussions on the structure of the ICC which took place at the last meeting.

A member said that an in-depth review of the structure of the ICC had been anticipated and he felt the issues were dismissed in a cursory manner. The member endorsed the request for a review of the ICC structure and requested that a Technical Committee be set up to review technical issues.

The Chairman asked members how they wished to proceed. A member said that the ICC members had been "bounced into sub committees with no preparation" and suggested that the TEP sub committee be included in the ICC meetings and Environmental meetings should be reinstated and MENT meetings be retained for technical issues.

The Chairman said that this meeting needed to determine whether an adequate review has been undertaken and said that all points put forward were considered and that the representative present at the last meeting had every opportunity to speak on several occasions whilst the matters were being discussed.

The Chairman outlined the procedures of this meeting and the need to move to a resolution.

One member, supported by several members, said that a full discussion was held at the last meeting and he did not want to attend meetings to discuss the same issues every time. If this continued, he would have to seriously reconsider his membership of the ICC. Members proposed a vote of confidence in the Chairman and emphasised that they wished to attend meetings to discuss airport issues. Other members confirmed their confidence in the Chairman who it was felt acts appropriately and with integrity.

A member, supported by other members, said that it was right that all groups have the opportunity to speak. The TEP and MENT sub committees are working well and the ICC meetings should not be dominated by particular groups.

A member proposed the move to confirm the current agreed situation and move on - this was seconded and supported by other members.

In response to the initial requests, the Chairman outlined the proposal that the ICC should further consider the ICC, TEC and MENT sub committee structure. Six members voted in favour of the proposal and the remaining majority of members voted against. The proposal was therefore rejected.

A member raised the issue of non-attendance by sub committee members and it was agreed that this matter would be raised at the sub committees as appropriate.

**ACTION: EMA**

**(iii) Aberdeen ICC**

The Chairman read a letter from Dr Peter Smart, Chairman of Aberdeen ICC requesting support for their campaign to retain their slot at Heathrow. The details were noted for information.

08/05 **CAA PASSENGER SURVEY REPORT 2006**

The TEP sub committee had requested the information be reviewed by the ICC and John Froggatt outlined the details. A member said that the Socio Economic Group graph confirmed that the airport benefits people who could afford it. It was suggested that the inclusion of demographic changes to support the graphs would be useful.

**ACTION: EMA**

A member said the information showed a low proportion of inbound business passengers but that the airport was an efficient machine for flying tourists out.

A member said that car usage to the airport was high and the use of public transport low.

A member said that a priority for EMA should be the acquisition of flights to a business hub into Europe and to the Middle East and the Eastern Seaboard of the USA. EMA confirmed they were working on these and on a Tourism Forum to bring together the three cities' attractions in the region was to be held. EMA said that with regard to public transport, facilities had been improved and increased substantially and EMA were working with local authorities to ensure continual improvement would be achieved.

A member acknowledged receipt of the reports in advance of the meeting and said this was extremely useful.

EMA confirmed the public transport targets are included in the Master Plan and these would be reported to the next TEP sub committee.

**ACTION: EMA**

A member said that local bus services have increased and are being used, but passengers' habits need to be changed from using cars to using public transport.

A member expressed disappointment that the shuttle bus link between the Parkway Station and EMA had been abandoned and had understood that provision was part of the planning permission. John Froggatt outlined the situation and said that the train timetable currently proposed was very limited which made the provision of the shuttle potentially unviable. EMA would continue to review the situation and the option would be reviewed when the timetable improved.

**ACTION: EMA**

Following this discussion, a member said that the discussion confirmed that these issues are of general interest rather than discussion only at the TEP sub committee.

08/06 **CABIN BAGGAGE – AMENDED RULES**

Rule changes and impacts were outlined. EMA said that the current situation where only some airlines had relaxed the rule was a recipe for confusion and urged passengers to

check with their individual airlines. ICC members were asked to disseminate the information as circulated.

**ACTION: ALL**

**(a) Revised ICC Constitution**

John Froggatt outlined the changes in the document circulated as Attachment (a). All members were asked to review and accept the amendments tracked on the document. Item 6 b) – the following additional amendment was agreed: “Matters relevant to the Sub committee will be considered in the first instance by the Sub committee which will produce reports for consideration by the main Committee.”

A member queried the length of the appointment of the Chairman and said that no formal re-appointment had been undertaken. Other members pointed out that at Item 7 it was stated that the period of office of the independent Chairman of the Committee can be extended from the minimum of period of three years at the discretion of the Airport and the Committee.

A member queried the action taken on non-attendance of members. EMA said that members should ask their nominated alternate member to attend if they were not able to. EMA will follow up situations where members have not attended for several meetings.

**ACTION: EMA**

The agreed revised constitution document will be circulated to members with the minutes of this meeting.

**ACTION: EMA**

08/07 **AIRPORT REPORT**

**(a) Statistics**

The details were reviewed as circulated. EMA will review the scale shown on the Moving Annual Totals graph. The trends in growth, the volatility in the charter market and the steady growth of long haul were all noted.

**ACTION: EMA**

**(b) Community Relations**

Members were invited to join the various events as appropriate.

EMA confirmed that the Employment Report will be circulated to the TEP sub committee as soon as possible. It was confirmed that the Swadlincote bus operator has withdrawn as the service is not viable. EMA continually review the best use of funds available. It was noted that the Divisional Manager – Environmental had taken over the responsibility for Community Relations and that a new Community Relations Manager was being sought.

**ACTION: EMA**

**(c) Planning Applications**

The information was noted as circulated.

**(d) Environmental Report**

EMA agreed to provide the information on Complaints for December 2006 as this had not been included in the quarterly breakdown when the reporting pattern had been changed. A member raised his concern over the increase in complaints and alleged a systematic under-reporting of complaints. The Chairman said these issues had already been raised by the member and discussed at the MENT sub committee and were found to be groundless.

EMA said there was a greater propensity for complaints in the summer and the seasonal variations explained the differences. Some complainants raise complaints a considerable time after the events and this caused a delay in the reporting of monthly figures. EMA said it was helpful if large numbers of complaints were made by members if they could be

made promptly and in writing or by email, as some telephone complaints were difficult to decipher.

- 08/08 (a) **MENT meeting, 1 February 2008**
- (b) **TEP meeting, 8 February 2008**

The minutes of the sub committee meetings were reviewed as circulated. The Chairman confirmed that the minutes of all the meetings would be circulated following the meetings and copies would be included with the agendas of the next meetings. In response to a request by a member, all meeting papers would be marked with the date of the relevant meeting.

**ACTION: EMA**

The Chairman reiterated that the sub committees provided the opportunity for issues and matters to be raised and discussed in detail and that copies of all papers and minutes were circulated to ICC members to enable issues to be raised through their representatives on the sub committees.

A member raised the issue of SIGS previously raised at the MENT meeting, minute 07/31M. The apparent non-availability of funds until after the year end was causing problems for applicants to the scheme. It had been suggested that EMA talk to the SIGS agents and do a survey on the situation. The Chairman confirmed that the point had now been reinforced at this meeting and a report would be presented to the next MENT meeting.

**ACTION: EMA**

- 08/09 **DATE OF NEXT MEETING:**  
**Friday 20<sup>th</sup> June 2008**

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