

**East Midlands Airport
Independent Consultative Committee (ICC)**

**General Meeting
Friday 21st July 2023 - 1000 – 1230
Venue – Castle Donington Hub, 101 Bondgate, Castle Donington, Derby DE74 2NH**

Present:

Title	Name	Initial
Independent Chair	Mr G Liguori	
Independent Secretariat	Mrs C Pull (Teams)	

Organisation – Local Authority Group:

Title	Name	Initial
Derby City Council	CLlr J Smale (Teams)	
Derbyshire County Council	CLlr M Ford (Teams)	
Broxtowe Borough Council	CLlr P Smith (Teams)	
Nottinghamshire County Council	CLlr M Barney (Teams)	
Leicestershire County Council	CLlr T Pendleton	
South Derbyshire District Council	CLlr S Taylor	

Organisation – Local Interest Group

Title	Name	Initial
Melbourne Civic Society	Mr M Keay	
Nottinghamshire Association of Local Councils	CLlr H Gibbins (Teams)	
WINGS	Mr J Snee	
CPRE Derbyshire	Mr J Ydlibi	
Kings Newton Residents Association	Mr S Leech (Outgoing)	
Kings Newton Residents Association	Dr C Tyler (Incoming)	
Leicestershire and Rutland Association of Local Councils	CLlr A Sowter	
People Against Intrusive Noise (PAIN)	Mr R Sutton	
Save Aston & Weston Village Environment (SAVE)	Mr E Green	

Organisation – Airport User Group

Title	Name	Initial
EMA Accessibility Forum	Ms C Link (Teams)	
WHICH	Mr P Ford	
WHICH	Mr I Jones (substitute)	
DHL Aviation (UK) Ltd	Mr A O'Neill	
Job Centre Plus	Ms J Alton	
EMA Youth Forum	Mr P Sharma	

East Midlands Airport (EMA):

Title	Name	Initial
EMA Managing Director	Mr S Griffiths	SG
MAG Head of ESG and Environmental Strategy	Mr A Freeman	AF

MAG Planning Manager	Mr J Bottomley	JB
MAG Environment & Energy Manager	Mr M Churley	MC
MAG Corporate Social Responsibility Director	Mr N Robinson	NR
EMA Community Engagement Manager	Ms C Hempson	CH
EMA Head of Corporate Affairs	Mr I Reed-Aspley	IR-A

Apologies	Name	Initial
Unite the Union	Mr T Tinley	
Rushcliffe Borough Council	Cllr A Brown	
Derbyshire Association of Local Councils	Cllr S Marbrow	
Royal Mail	Jason Allsop	

Absences	Name	Initial
North West Leicestershire Borough Council	Cllr R Morris	
Erewash Borough Council	Cllr C Howard	
Charnwood Borough Council	Cllr T Barkley	
East Midlands Chamber of Commerce	Mr I Evley	
Loughborough University	Dr A Timmis	
UPS Ltd	Richard Currie	
Erewash CVS	Ms S Scott	

Agenda Item	Description
1	<p>Welcome and apologies</p> <p>The Chair said goodbye to departing ICC members including Cllrs Barker, Morgan, Parkinson, and Cllr Sheila Jackson who was also the Chair of the EMA Community Fund committee. He thanked Cllr Jackson for her attendance and support. Cllr Edyvean also leaves the ICC and the Chair welcomed back his replacement, Cllr Brown. He extended thanks to Cllr Edyvean.</p> <p>He thanked Cllr Marbrow who agreed to take on the Vice Chair position until the election of a new Vice Chair on 1st December.</p> <p>The Chair welcomed Cllr Smith, Cllr Howard, and Cllr Smale to the committee.</p> <p>Finally, he extended his personal thanks to long-standing ICC member Simon Leech at his final ICC meeting. The Chair has very much appreciated his contributions and how he has engaged with him and more importantly the committee, including on additional business such as wastewater. He welcomed Dr Chris Tyler as the new representative for Kings Newton Residents Association.</p>
2	<p>Declaration of Interests</p> <p>Cllr Taylor declared an interest as he is the SDDC representative on the Freeport Board.</p>
3	<p>Minutes of the last meeting</p>

	<p>A member noted a discrepancy in the last paragraph of item 5 on page 5. He will email the Chair with the correction.</p> <p>The previous minutes will be taken as approved when the above amendment has been made.</p> <p>Matters arising:</p> <p>Action 4(a) is complete. Action 4(b) is complete.</p> <p>Following the recent elections, the Chair has been in touch with NWLDC to discuss the regular absence of nominated candidates. He was informed that Cllr Morris and Cllr Boam remain as representatives. He noted their absence again and will write again to the Democratic Services Team Manager and stress how important it is to have their representatives in attendance.</p> <p>Action 3 (1): The Chair to write to NWLDC to reiterate the importance of representative attendance at future ICC meetings.</p>
4	<p>An update by the Chair</p> <p>A paper on the 5 Parish Group membership application was circulated, taken as read and is available on SharePoint.</p> <p>The Chair attended the UKACCs working group in May where discussions included the recent DFT information gathering exercise, DFT support for UKACCs and priorities going forward. Expanding membership and improving the UKACCs website so that it becomes an information portal were also covered, as well as plans for the AGM. Agenda items to be included will be NAPs, interactions between DEFRA/DFT and Airports on the plans and ACC Terms of Reference and diversity.</p> <p>The Chair confirmed that going forwards, the Freeport would be part of the MD's report and not a separate agenda item.</p> <p>The Chair gave an overview of a sub-group meeting on 17th July with DRAC members that is tasked to monitor wastewater issues. There was an update on progress and future plans, and a fuller update will be provided at the next MENT. He thanked Simon Leech and Cllrs Trevor Pendleton and Ray Sutton for attending.</p> <p>5 Parish Group membership application</p> <p>The Chair discussed the membership application with the committee and stated that initially, he was not in favour as the applicants appeared heavily biased towards Parish Councils and Parish Meetings which are excluded from the membership by the constitution. If we allow one parish council to be a member, we potentially open the floodgates. We also do have associations of Parish Councils as members, and we also</p>

	<p>have elected representatives. However, he stated he is keen on having new members from the eastern side of the Airport.</p> <p>Other ACCs have Parish Councils as members though this is not the norm and does not mean we should. He advised members that the DFT are indifferent and that UKACCs have no particular view one way or the other. He suggested that provided membership is kept to a reasonable size, perhaps the committee should be sympathetic to the 5Ps especially as it is a grouping of councils.</p> <p>The Chair read a statement from Cllr Andy Brown who was not present at the meeting. The statement is available from the Chair should anyone wish to read it.</p> <p>The Chair pointed out that he has asked the 5Ps to consider reconstituting into a community group so that they are not parish council focused but they did not wish to do so. He concluded that as the Airport provides parish councils with the chance to meet twice a year with the EMA Parish Engagement Forum, potentially this does add another layer of duplication.</p> <p>The Chair opened up to ICC members for their comments.</p> <p>A member stated that he is happy to take the views of the committee and Cllr Brown on this topic. He shared that this is a community group which has been formed over 10 years to assist with common community challenges. The group collates the thoughts and feelings of the community as a whole on several big issues. He added that the constitution has recently been changed to reflect that the status is much wider than Parish Councils. There is also no community representation from the east of the Airport on the ICC since the loss of Mrs Walker who previously represented CPRE. He believes that a community representative from this group should be included as their presence would be beneficial to the ICC committee.</p> <p>A member suggested that this group be included in another forum. He advised their constitution only mentions Parish Councillors and accepted the above comments of the previous member.</p> <p>A member stated that if this group are included, this would be duplicating work carried out with the EMA Parish Engagement Forum. He did take on board what has been said and stated that their current constitution should permit them to be granted access.</p> <p>A member stated he was in favour of having community groups join as he believes they would make good contributions.</p> <p>The Chair took this to a vote and the result was 16 for and 4 against, therefore membership was granted. The Chair will communicate the decision formally to the 5 Parish Group with clear instructions on the terms of their membership.</p> <p>Action 4 (1): The Chair to write to the 5 Parish Group to confirm their membership to the ICC with caveats.</p>
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	<p>NR added that the decision of the committee is fine subject to the terms of membership being made clear to the group. The Chair has stressed this with the applicants in previous conversations and will make this clear in his correspondence.</p>
5	<p>Managing Director's Report</p> <p>The report was circulated, taken as read and is available on SharePoint.</p> <p>SG took the group through the highlights of the report.</p> <p>The busiest day of the year is currently forecast to be Friday 28th July 23.</p> <p>Numbers will reach 95% of pre-COVID numbers over the summer period.</p> <p>The Airport has been nominated for the coveted TTG Airport of the Year award. Some of the team will attend an event in September where the announcement will be made.</p> <p>The annual Assisted Travel results were published by the CAA and the Airport was again rated a very good across the four quarters of 2022.</p> <p>SG touched on the Download festival and praised the Airport team on their work leading up to this event, particularly around the issue of drones following last year's incidents. There were 10 drone events during the festival period which were stopped without disrupting the Airport. The failure of the traffic management plan on Wednesday and Thursday caused major disruption to the Airport. NWLDC are carrying out a full review and SG looks forward to the outcome.</p> <p>The Chair requested that if the report is sent to the Airport that it be forwarded to him to share with the ICC committee. He will also ask NWLDC if they would consider a presentation on the report with members.</p> <p>The Airport gave an update on environment and water management including an update on the recent meeting with DRAC. The focus is on the de-icer programme and preparation for the winter period, following up on last year's trials. There is a planned improvement programme for the pond system including installing aerators and water quality measurement in all ponds. Ponds are also being drained and de-silted to create maximum winter performance. The Airport will then look at the long-term capacity of the system and have recently engaged a consultant to work on long-term plans in this area.</p> <p>The Environment Agency is planning to prosecute the Airport on a historical issue. The Airport continues to have regular contact with the Environment Agency and a meeting is scheduled to take place in August.</p> <p>The group-wide Future Security programme is well underway and SG briefed members on the enhancements that will be made. At East Midlands, this will result</p>

	<p>in an extension to the front of the current security building. Stansted already has some live lanes, and equipment is being tested there.</p> <p>SG reminded members that the NAP consultation closes on 31st July 2023.</p> <p>The Airport is still very supportive of the Freeport and the benefits this will bring to the broader East Midlands region and remains a board member. Discussions with Segro about the land south of the A453 continue and the Airport will inform members of the outcome. The Airport are assessing development opportunities and constraints within that area.</p> <p>The Chair added that the Freeport will now become a standing item as part of the MD report.</p> <p>A member commented that the water management meeting this week was thorough, helpful, and constructive and thanked the Airport.</p> <p>He questioned if the NWLDC review process is the only way the Airport can provide feedback on the Download situation and asked if the Airport believe that the County Council should be involved. SG responded that NWLDC is not only looking at traffic management but also the overall general running of the event and how it is set up and organised and the Airport is feeding into that. He agrees that there are wider issues than just traffic management and that the Airport will provide full feedback following an internal debrief.</p> <p>The member questioned if the reduced arrival period had been properly factored into the planning. SG responded that this was a huge issue for the Airport and that organisers need to look at daily ticket sales and time of arrivals when planning.</p> <p>A member recently experienced issues at both the rapid drop-off and short-stay car park payment machines. The member also highlighted issues with trying to buy food and drinks. SG responded that there are known issues with contactless payments not working in these areas and this is being rectified. Part of the security project involves looking at remodelling the flow of traffic. There is a wider group initiative looking at moving to a barrierless and cashless car park system. For the moment there are teething issues with the current payment providers and car park software. The Airport is dealing with this as much as possible for the moment.</p> <p>A member has received calls from several taxi companies reporting payment issues at the Airport causing operational issues. He stated that this is also a historical issue. SG reiterated that this is an ongoing issue across the group and that the planned changes would solve these problems. The member stated that operating solely cashless doesn't work for everyone. SG replied that the group are also looking at pre-payments and looking into other systems similar to those used at Dartford tunnel for ideas of how to move forward.</p> <p>A member requested that the Airport not look at solely using Apps for payment. SG responded that the Airport would look at several solutions. This may be one of them but will not be the only option available.</p>
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6	<p>Noise Action Plan (NAP) Consultation</p> <p>The report was circulated, taken as read and is available on SharePoint.</p> <p>AF took members through the key areas of the part in a presentation.</p> <p>He thanked members, particularly those involved in the MENT subgroup for their contributions.</p> <p>He reminded members of the consultation closing date of 31st July 2023 and encouraged members to submit their comments and feedback on the new draft Noise Action Plan. The Chair reminded members they could respond to his emails regarding actions 18 and 22 by the 28th of July to enable him to collate a response from the ICC.</p> <p>A member queried the clarity of plans for further restrictions on noisier aircraft in the next NAP. He stated that there are no measures which show where things are in five years. AF responded that the draft plan proposes that the operational ban will be formalised indefinitely for ongoing QC4 operations which will make the rules clear for both existing and new operators. The refreshed fees, charges and noise fines will encourage operators to use the right aircraft at the right time of day. Aircraft technology has also changed, and the plan will reflect that. There are currently two reported measures - Quota Count (QC) and Aircraft Chapters (which is the international certification standard). The member again stated that he feels there are still no targets to be measured against.</p> <p>A member pointed out that proposed restrictions to training flights only seem to apply to commercial jet aircraft and asked if other aircraft are therefore able to operate training flights at any other time. AF responded that there are slightly different approaches to training flights for commercial and smaller aircraft (typically the flying school) which need more flexibility given the nature of what they do. Feedback from the local community is that they don't seem to cause the same level of noise issues. There is no proposed change to the current criteria for light aircraft in the new draft NAP.</p>
7	<p>Sustainable Development Plan (SDP) Update</p> <p>A paper was circulated, taken as read and is available on SharePoint.</p> <p>JB explained the purpose of the report to new members and talked through the main highlights.</p> <p>A member raised the point of longer-term plans as he's often asked about these and noted that this information is included in the proposed new NAP. It would be useful to show a working strategy in the future for longer-term targets in certain areas. JB agreed and gave examples of how such topics and targets will be clearly set out in the SDP.</p>
8	<p>Integrated transport for the future</p>

	<p>A paper was circulated, taken as read and is available on SharePoint.</p> <p>JB explained the purpose of the report to new members and talked through the main highlights.</p> <p>Economic growth in the East Midlands region is growing due to population rather than improved productivity.</p> <p>Public transport connectivity scores poorly across the cities in the region, which was surprising, particularly in Nottingham.</p> <p>With regards to national transport networks, the Airport is involved and represented in several bodies, working with regional transport bodies, National Highways, Midlands Connect and County Councils.</p> <p>A member queried that there is no mention of cycling within the report and that the integration of this is very important. He believes a small amount of investment would have a big benefit. JB agreed and advised that some work has already been done with Nottingham City Council to extend an existing route and there are further plans on the agenda. The ability to integrate cycling is challenging due to the location of the Airport.</p> <p>A member asked what the best way is to address the issue of lack of funds and secure investment. JB responded that there is a challenge with spending within the government. Midland Connect are doing the best they can to make the case for the region. Working through Midlands Connect is the best approach for cross-region collaboration and offers the best chance of securing funding. A lot of work is being done including producing research and providing information to government, to make the point that there has been under-investment in the East Midlands region.</p> <p>A member raised the point of there being no information on the bus service between East Midlands Parkway and the Airport. JB advised information on the Notts Bus on Demand was included in the MD report and provided some details on this.</p>
9	<p>Future Airspace and SRG</p> <p>A paper was circulated, taken as read and is available on SharePoint.</p> <p>NR took members through a presentation on the status of the process.</p> <p>A member asked how many routes there currently are and how many would there be including the proposed new options. NR responded that there are currently six departure routes with one not currently used. A process is in place with the CAA to remove this route. Aircraft currently arrive broadly from four arrival flows but currently there are no defined arrivals routes. Various options are being considered, so it's so too early to say what the number of future routes will be. One option is to</p>

	<p>have more routes but use them less often to give alternatives. This is a large exercise and will be looked at over the next twelve months.</p> <p>A member expressed concern about the labelling of two routes (South 1 & North West 1) which aren't replications of the current routes and asked what would be done about this. NR responded that the Airport is looking at how to best replicate the existing routes and make sure that everything is considered, including the option of using the current routes. Some of the replications didn't match the current routes due to the design criteria being followed. After hearing concerns, the Airport challenged itself to look at how best to design additional routes taking on board the comments received.</p> <p>The member also stated that routes which were labelled as a minimal disturbance (West 1 and North West 3) will overfly communities and cause disturbance. NR responded that, if you set the labelling aside, the right outcome will be reached following the analysis. The report tries to reflect what was in the mind of the designer when designing each route and a number of factors are considered. The member highlighted his concerns about the original maps as the local communities weren't shown and asked if route designers were made aware that there are communities in the areas they are designing routes over. NR responded that it's safe to assume designers are aware of what is under the routes. They're using excellent technology which takes everything into account.</p> <p>A member stated that it's dangerous to use 'number of people overflown' as a parameter when designing routes as it ignores small villages. NR responded this is why more detailed appraisals of each route will be done once the number of routes has been whittled down. This will then provide a more detailed view of the impact of each route for the public consultation stage. This is why the FAS process is carried out in a number of stages. It would take a very long time to carry out a details noise analysis of every route currently identified.</p> <p>A member was concerned whether the double back option is still under consideration. NR advised all options are currently still under consideration, however, he is confident that they won't be carried forward to the next stage as neither the airlines nor communities like them. If there are plausible options, they need to be considered.</p> <p>A member asked for the best estimate on the public consultation dates. NR gave a breakdown of the next steps and said he believed this could be in early 2025. He would like this to be earlier but explained the constraints.</p>
10	<p>Airport update</p> <p>Papers were circulated, taken as read and are available on SharePoint.</p> <p>a/ Environment</p> <p>The new Melbourne noise monitor and two portable noise monitors are now operational.</p>

	<p>AF gave members an update on the Jet Zero initiative. As part of the five Jet Zero pledges made, the Airport will be introducing new educational programmes at the Aerozone. MAG has also launched a competition to encourage airlines to introduce zero-emissions aircraft. Over the coming year, the government will publish their Sustainable Aviation Fuel (SAF) mandate. Airport</p> <p>MC introduced himself to the committee and advised he has taken over from Tom Rix. He gave an overview of the water improvement plan.</p> <p>MC thanked members who attended the surface water sub-group meeting on 17th July with DRAC and ICC members, and advised the actions will be circulated.</p> <p>A member congratulated MC and his team on the work carried out in the water sub-group of the MENT sub-committee. The Chair echoed this and reiterated his view that the focus needed to be on the present and future plans of the Airport.</p> <p>A member commented on the positive steps being taken and the work now being carried out by MC and the team.</p> <p>b/Planning</p> <p>A paper was circulated, taken as read and is available on SharePoint.</p> <p>c/ Community Engagement</p> <p>The Chair thanked CH for the report as well as the comprehensive Community Fund report for the year from April 2022 to March 2023 which was included in the packs.</p> <p>CH updated members on NAP engagement and the EMA Parish Engagement Forum. A special NAP consultation Community Flyer e-newsletter has been distributed highlighting the consultation. The NAP consultation was also featured on the front page of the Summer Community Flyer e-newsletter and highlighted in accompanying social media posts.</p> <p>The next round of meetings for the Airport Youth Forum are currently being planned, with a theme of Jet Zero for the meeting agendas. This topic is very important to the members of the Youth Forum.</p> <p>CH thanked members for their feedback on the Community Fund annual report which has been circulated. This is also live on the website. She extended her thanks to Sheila Jackson for her years of service on the Fund and as Chair. She welcomed new members Cllr Brown and Cllr Taylor who has taken on the role of Chair.</p>
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	<p>There is a summary at the back of the ICC Community Engagement report on Airport noise and surcharge penalties and how the scheme has benefited from these.</p> <p>Update from the EMA Youth Forum</p> <p>PS introduced himself to the group and shared an update on recent and planned events. He has thoroughly enjoyed being part of the EMA Youth Forum and looks forward to being involved in the future.</p>
11	<p>ICC Sub-Committee & Vice Chair elections</p> <p>CH talked members through the document which was shared and is available on SharePoint.</p> <p>CH confirmed the dates for the three meetings which will take place in December. Invitations to these sessions will be sent to the relevant members to confirm their attendance and the meetings will be managed by the independent Secretary.</p> <p>The Chair confirmed that the next Vice Chair will be elected during these meetings.</p>
12	<p>Proposed Update to ICC Constitution</p> <p>A paper was circulated, taken as read and is available on SharePoint.</p> <p>The Chair stated that he received no further comments from members and all feedback has been included in the paper.</p> <p>He asked for objections. There being none, the revised constitution was accepted. The Chair will circulate to all members and the Airport.</p> <p>CH discussed confidentiality and the current NDA. As there has been feedback from members regarding its suitability, a new NDA has been created and will be circulated to members shortly by the Secretary for members to sign up to.</p> <p>A member asked if certain papers will be marked as confidential as applicable. CH advised that, as per previous discussions, if documents are not marked as confidential, they can be discussed. Anything confidential will be marked as confidential in future. Where a discussion is confidential, this will also be made known expressly.</p>
13	<p>AOB</p> <p>A member addressed the Chair regarding his plan to write to NWLDC. He advised that local councils are seldom listened to on applications for the planning of residential properties. He would like the district council to be made aware that the planning of these properties should be very carefully looked at, particularly around Freeport. Planning should be avoided in these areas, particularly under planned air traffic routes. This also applies to South Derbyshire District Council. The Chair is determined to have NWLDC attend ICC meetings. He will discuss this issue with the member offline as this is a national problem and not just a local one and this is</p>

	<p>something he is discussing with UKACCs. NR advised that when the Airport is looking at flight path options, they refer to local registers to see what is planned. Planning guidance gives limited protection, which gives the option to build in the areas close to the Airport. The Chair will report on any UKACCs developments.</p> <p>AF added that the maps which have to be included in the new NAP aren't typical due to the impact of COVID. There are ongoing discussions with DEFRA about how they approach the changing population as land use planning is core to the global approach.</p> <p>A member asked if the Airport would be objecting to the proposed local development for 4700 homes. NR responded that planning would follow the normal process on this.</p> <p>A member commented that it would be helpful to have the Airport involved at the public examination stage for district plans. Plans are being put forward by large housing developers and it would help to have the Airport involved. JB advised the Airport does engage and is involved in local planning applications and has appeared at past Local Plan inquiries.</p>
14	<p>Date of the next meeting</p> <ul style="list-style-type: none"> • 8th December 2023 <p><i>There being no further business the Chair thanked everyone for attending and declared the meeting closed at 1210</i></p>