

NOTICE OF MEETING

Tuesday 6th October 2009

4.30 pm in the Board Room at City Aviation House,
London City Airport



AGENDA

1. **APOLOGIES FOR ABSENCE** should be notified to the Secretary -Telephone: 01487 842623 or 07738 490768, E-Mail: secretary@lcacc.org

2. **COMMITTEE MEMBERSHIP**

- (a) **Renewal of the Committee 2009/12**

As discussed at the last meeting steps have been taken to renew the membership of the Committee for the next three year term ending in July 2012.

The new Committee is shown in Annex A to this Agenda.

The representatives of local communities in Newham were chosen by the advertising process agreed at the last meeting. Applications were received in relation to all areas and in some instances there was a need for a selection process in which the Committee was represented by the Chairman, Adisa Akintola, Janet Goulton, Gary Hodgetts and Gillian Econpouly.

Cllr Ann Jackson will no longer be representing the London Borough of Tower Hamlets and the name of her successor is awaited.

John Scarff is representing the Airline Operators Committee on a temporary basis. Permanent nominations are awaited.

In the case of Beckton the only applicant was Jagadish Jha who previously represented that area as the representative of the former *Beckton Community Forum*. Because of boundary changes made by the Council he lives now just inside the boundary of Custom House and Canning Town. However, Jagadish has kindly agreed, on a temporary basis, to serve as the representative of residents in the Beckton area pending the appointment of a resident of that area. The Airport continue to publicise this vacancy through established local groups and the elected councillors for this ward.

It will be noted that the Gallions Housing Association has declined on this occasion to nominate a representative. This is being pursued with them by Adisa Akintola. The Committee will receive a further report. It should be noted that the Committee has always had difficulty in securing appointments from this housing association.

The London Borough of Newham is entitled to nominate three representatives to serve as members of the Consultative Committee but thus far they have nominated only two. It is understood that the third representative of the Council is to be a senior officer in the Council's Regeneration and Environment Department. The current Director of the Department serves on an interim basis and would prefer to leave the appointment to the new permanent Director who will be in post soon. The matter is to be raised again then. Meanwhile the Council will be represented by Councillors Kellaway and Brayshaw.

At the last meeting it was confirmed that the nominations received recently from the *West Thamesmead Residents Forum* and *Tower Hamlets Local Area Partnership 7*, the *London*

Development Agency and the *Guild of Travel Management Companies* would be treated as being made in respect of the new Committee. Likewise it was noted that the latest appointments made by the *London Boroughs of Greenwich, Bexley and Barking and Dagenham* were all very recent and accordingly that those Councils should not be asked to submit new nominations. There is, however, one loose end which needs to be dealt with. This concerns the appointment of deputies. Where a member is unable to attend a particular meeting of the Consultative Committee he/she is permitted to send a deputy who in the absence of the appointed member may participate as if they were a full member of the Committee. However, the name of the deputy must be notified to the Secretary in advance. Both the London Boroughs of Greenwich and Bexley in making their nominations also named deputies. But the other organisations referred to above have not had the opportunity to do so. On 10th July the Secretary wrote to those bodies asking if they wished to nominate a deputy. Thus far only the London Borough of Barking and Dagenham has responded saying that they do not wish to nominate a deputy at this stage.

In choosing the representatives of the local communities in Newham it became clear that both *Runway News* and the Committee's website can help to make the community representatives more accessible to those they represent. Those seen in connection with the appointment of the Newham representatives all agreed to their names, telephone numbers and e-mail addresses being made available through both these media perhaps with a photograph. Those representing communities in West Thamesmead and Tower Hamlets will likewise need to give their consent.

(b) Representatives of Airport Users

It was agreed at the last meeting that *Canary Wharf Limited (CWL)*, which has not been represented on the Committee thus far, should now be asked to nominate a representative. At the same time it was agreed to delay an invitation to *Which?* while the Airport considered the possibility that a passenger representative might be secured by advertising in a similar manner to that adopted at Heathrow and Gatwick. It is understood a decision has still to be made. Meanwhile, as indicated in Annex A, CWL have appointed Howard Sheppard who previously represented the *Docklands Business Club* which in turn has nominated Rita Beckwith as their representative.

3. ELECTION OF OFFICERS

The Committee will need to select the following officers for the three years ending with the meeting in July 2012:

- (a) Chairman
- (b) Vice Chairman
- (c) Secretary

4. THE MINUTES OF THE MEETING HELD ON TUESDAY 7TH JULY 2009 – PREVIOUSLY CIRCULATED

5. MATTERS ARISING

(a) Item 6 – Community Report -- LCCI Report

Following the last meeting the Secretary circulated to members *Capital Careers Jobs Guide* published by the London Chamber of Commerce and Industry (LCCI). This features two LCY employees including Rohima Begum of the Community Relations Team who has since left the Airport and works now for the East London Business Alliance (ELBA) and a young male employee from the London Greenwich who has likewise moved on to other employment

(b) Item 7 – Standing Item on Environmental Issues – Noise Contour Maps

The Committee's website has been updated to include maps showing the 57 and 60 dB LAeq Noise Contours based on actual aircraft movements in the summer of 2008¹.

(c) Item 10 – Slot Allocation Regulations – Consultation on the designation of LCY at Level 3

On 14th July the Secretary circulated an e-mail from the Department for Transport noting that the Secretary of State had decided that London City Airport should be designated as coordinated under the EC and UK Airports Slot Allocation Regulations starting with the Winter 2009 scheduling season. The Secretary of State also approved the appointment of *Airport Coordination Limited (ACL)* as coordinator at London City Airport.

(d) Item 12 – Planning Applications – Notification/Consultation with Local Residents

As promised at the last meeting the Secretary on 10th July sent to all members a copy of the *Gatwick Memorandum of Understanding* referred to in paragraph 8 of the UKACCs minutes – see Item 4(c) below. Section 3 of the *Memorandum* refers to development control.

(e) Item 14 – UKACCs Annual Meeting – Belfast – 27/28 May 2009 - Minutes

The minutes of this meeting were circulated to all members on 10th July.

6. CORRESPONDENCE

There has been further correspondence from the same resident of Tower Hamlets whose complaints were circulated to the Committee prior to the last meeting. At that meeting members had no comment to make on the correspondence. In view of this correspondent's concerns about privacy this latest correspondence has not been circulated to members. Rather it has been dealt with by the Committee's officers but in responding the Chairman has told the correspondent that in his view complaints made to the Consultative Committee itself are made to an open forum which meets in public and that there can be no question of such complaints being made or treated anonymously or in private. This is a matter on which the Committee may wish to review its policy.

7. AIRPORT DIRECTOR'S REPORT

Gary Hodgetts will report.

8. COMMUNITY REPORT

In the absence of Elizabeth Hegarty on leave the report will be presented by Rupal Patel.

9. STANDING ITEM ON ENVIRONMENTAL ISSUES

Gary Hodgetts will table the Airport's report.

10. PLANNING APPLICATION

As previously notified the London Borough of Newham on 9th July issued a Decision Notice approving this application and the section 106 agreement was also completed that day. These documents have been posted to the Committee's website². There is a useful summary of the provisions of the new s.106 agreement in the LBN officers report to the Council's Development

¹ See <http://www.lcacc.org/noise/noise7h.gif>

² <http://www.lcacc.org/future/finaldecisionnotice090709.pdf> and <http://www.lcacc.org/future/s106ag090709.pdf>

Control Committee on Wednesday 30th July 2008 which likewise can be seen on the Committee's website³ – pages 145-151 of the Report refer.

The section 106 agreement supersedes all earlier agreements of this kind and much of the information on the Committee's website has had to be substantially revised/updated. This work has now largely been completed. The revised pages are being checked for accuracy and it is expected that this checking work will be completed soon.

Newham Council is in the process of recruiting a full-time officer to monitor compliance with the s.106 agreement, the associated planning permission and other Airport related matters. The cost of this, and any necessary consultancy support, is to be met by the Airport which will make annual index linked payments. It is expected that this officer will wish to work closely with the Committee and to attend its meetings.

The new s.106 Agreement gives rise to a good deal of work over the coming months and years.

11. COMMITTEE CONSTITUTION

Discussions are proceeding with a view to the revision of the Committee's constitution to reflect:-

- the new membership of the Committee;
- the Committee's recent decisions with respect to public participation in the Committee's meetings;
- the reviews now in progress of the constitutions of other consultative committees;
- the planned review of the Department's *Guidelines* on consultative committees; and
- any other matters which might arise in discussion

A new draft of the constitution is being developed and this will be circulated to members for comment before a final draft is submitted to a full meeting of the Committee for discussion and approval. Meanwhile if any member has comments on the Committee's present constitutional arrangements they should please contact the Secretary.

Timing will depend to some degree on the DfT's present review of its *Guidelines* for Consultative Committees.

The Committee will wish to note that the new consolidated section 106 agreement dated 9th July 2009 makes new provision for the Committee's constitution the text of which is no longer included in the s.106 agreement itself. The new s.106 provisions are reproduced at Annex B.

12. NOISE ACTION PLANS

It is expected that the Noise Action Plan will be published for consultation towards the end of September – details of how to access a copy of the plan will be sent to all members as soon as it is published. The Airport will deliver a short presentation on the plan and there will be an opportunity for comments and questions and for discussion.

13. PLANNING APPLICATIONS – NOTIFICATION/CONSULTATION WITH LOCAL RESIDENTS

Members have already received copies of the replies received by UKACCs from the *Local Government Association* (LGA) and the *Association of London Government* (London Councils).

From the latter reply it will have been noted that local authorities in London have already recognised the need for greater consistency regarding notification, consultation and publicity in

³ <http://www.lcacc.org/future/intplannigappliicbnreport.pdf>

relation to planning applications which are close to the boundary of neighbouring planning authorities. In order to address this, the *Implementation Plans Committee* of the *Association of London Borough Planning Officers* (ALBPO) has produced a consultation protocol to guide the process of identifying properties to notify when an application is close to a local planning authority's boundary. There is a copy of this protocol at Annex C.

The protocol includes a requirement for the determining local planning authority (referred to as "LPA" in Annex C) to identify properties affected by the application and to carry out publicity in the locality. It is hoped that this will achieve a more consistent approach to consultation on major planning applications. All 33 London local authorities have agreed to abide by this protocol.

It is understood that UKACCs is now pressing the LGA for the protocol to be adopted by local planning authorities outside London.

As promised at the last meeting the Secretary on 10th July sent to all members a copy of the *Gatwick Memorandum of Understanding* referred to in paragraph 8 of the UKACCs minutes – see Item 4(c) above. Section 3 of the *Memorandum* refers to development control.

14. **LONDON CITY AIRPORT EMPLOYMENT REPORT**

The Airport (Rupal Patel) will highlight the key features of this report which has been submitted to the London Borough of Newham. There will then be an opportunity for comments and questions and for discussion.

15. **ANY OTHER BUSINESS**

16. **DATE OF NEXT MEETING**

Tuesday 12th January 2010 at 16.30 hours at City Aviation House, London City Airport.

Item 2 - Membership of Committee 2009/20012

<u>Name</u>	<u>Representing</u>	<u>Name of Deputy (if known)</u>
<i>Local and Public Bodies</i>		
Cllr Alec Kellaway	London Borough of Newham	Cllr Pat Holland
Cllr Steve Brayshaw	- ditto -	Cllr Patrick Murphy
TBA	- ditto -	
Cllr Denis Hyland	London Borough of Greenwich	Cllr Peter Brooks
Cllr Peter Craske	London Borough of Bexley	Cllr Colin Tandy
TBA	London Borough of Tower Hamlets	
Tim Martin	London Borough of Barking and Dagenham	
Tom Jackson	London Development Agency	
Hamish Stewart	Royal Docks Management Authority	Tina Prescote
Declined	Gallions Housing Association	
<i>Airport and Airport Users</i>		
Gary Hodgetts	London City Airport	Anna Gawthorpe
Janet Goulton	- ditto -	Elizabeth Hegarty
John Scarff*	Airline Operators Committee	
TBA	- ditto -	
Gillian Econpouly	London Chamber of Commerce and Industry	Peter Campbell
John Williams	Guild of Travel Management Companies	
Rita Beckwith	Docklands Business Club	Janette Withey
Howard Sheppard	Canary Wharf Limited	Jim Berry
<i>Local Communities</i>		
Dennis James	Custom House and Canning Town	Olusola Ogunbanjo
Jagadish Jha*	Beckton	
Gertie Duffy	North Woolwich	Victoria Karanja
Sid Keys	Silvertown	Judith Dunlop
Cloey Wong	West Silvertown	
Rose Geaney	Area Tenants Liaison Committee – Royal Docks	
Adisa Akintola	West Thamesmead Residents Forum	
Sister Christine Frost	Tower Hamlets Local Area Partnership 7	
<i>Attendees(Non Voting)</i>		
Frank Evans	Department of Transport	
Max Dixon	Greater London Authority	
Chief Inspector		
Gordon Atkinson	Metropolitan Police (SO18)	
Sergeant Tony Galinis	Metropolitan Police (Royal Docks Neighbourhood Team)	
Rev Patricia Capiello	Airport Chaplain	

* Temporary appointment

It is the normal practice for meetings of the Committee to be attended by officers of the Airport, the above mentioned attendees and other bodies to provide advice to members as required. These people do not vote.

ANNEX B

Item 11 – Constitution of Consultative Committee

Part 5 - Airport Consultative Committee

1. The Airport Companies shall for the period during which the Site is used as an airport continue to operate facilities for consultation pursuant to the duties of any manager of a designated aerodrome under section 35 of the Civil Aviation Act 1982 and such facilities shall include the Airport Consultative Committee which is in existence at the date of this Deed.
2. In drawing up any future constitution of the Airport Consultative Committee or any amendments to the same, the Airport Companies shall:
 - (a) have regard to the Guidelines⁴;
 - (b) include representatives of the categories of bodies or organisations referred to in section 35(2) of the Civil Aviation Act 1982;
 - (c) include at least three representatives of the Council nominated by the Council;
 - (d) consult the Council on such constitution or amendments (which obligation shall be sufficiently discharged if the representatives of the Council or the Airport Consultative Committee are consulted);
 - (e) obtain the agreement of the Airport Consultative Committee to the same before the adoption of the constitution or the amendments.
3. The Airport Companies shall be responsible for all of the costs of operating the Airport Consultative Committee including the provision of venues and facilities for its meetings.
4. Except where there is a need to preserve confidentiality in relation to any matter under discussion by the Airport Consultative Committee the Airport Companies shall procure that the agenda and minutes of each of its meetings are published including on the Airport website or the website of the Airport Consultative Committee.
5. In the event of any breach by the Airport Companies of this Part the Airport Companies shall not unless otherwise agreed with the Council allow the number of Aircraft Movements at the Airport to exceed the Contractual Breach Limit until such time as that breach has been remedied by the Airport Companies and the Airport Companies shall:
 - (a) within 15 days of the date of breach provide the Council with written confirmation of the Current Movements Number; and
 - (b) subsequently at intervals of not greater than 30 days provide the Council with written confirmation of the number of Aircraft Movements during the 12 months preceding the date of such written confirmation.

⁴ Defined as the “Guidelines for Airport Consultative Committees” issued by the Department for Transport in December 2003 or such other guidelines that may be issued from time to time modifying, extending or replacing the 2003 Guidelines

ALBPO IMPLEMENTATION COMMITTEE

CONSULTATION PROTOCOL

This Protocol guides the process of identifying properties to notify when an application is close to a local planning authority's boundary.

Definitions

The determining council is referred to as the LPA.

Other councils affected by an application are referred to as an Article 10 Council.

Protocol

- The LPA is responsible for notifying all those properties affected by a development and carrying out publicity in the locality.
- It is for the LPA to decide who is affected by a development and how they are notified, save that a borough boundary shall not be a factor in that decision.
- If the LPA decides that properties in an Article 10 Council's area are affected by the development and should be notified about it, the LPA are responsible for notification and publicity unless they agree alternative arrangements with that Article 10 Council.
- If the LPA requires assistance in identifying property addresses in an Article 10 Council's area, the Article 10 Council shall provide all reasonable assistance to the LPA.

All planning authorities in London have agreed to abide by this protocol. These are:

City of London	Hammersmith & Fulham	Newham
Barking & Dagenham	Haringey	Redbridge
Barnet	Harrow	Richmond upon Thames
Bexley	Havering	Southwark
Brent	Hillingdon	Sutton
Bromley	Hounslow	Tower Hamlets
Camden	Islington	Waltham Forest
Croydon	Kensington & Chelsea	Wandsworth
Ealing	Kingston upon Thames	Westminster
Enfield	Lambeth	ODA PTD
Greenwich	Lewisham	LTGDC
Hackney	Merton	GLA

The wording of the protocol was agreed by the ALBPO Implementation Committee at its meeting on 14 March 2008 and issued following agreement by the above authorities on 12 June 2008.