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ITEM 2: NOTES & MINUTES OF PREVIOUS MEETINGS

Strategic Aviation Special Interest Group**Minutes of Meeting**Thursday 25 October 2012, Local Government House at 13:00

1 Welcome and apologies for absence

The Chairman welcomed the group and invited any apologies from the floor.

- A list of apologies and those present is attached at **Appendix A** (pg.11).
- An amendment sheet for Item 3 - Draft SASIG Response to 'Draft Aviation Policy Framework' Consultation - was circulated (see **Appendix B**, pg.13).
- Notes of the Chairman's Advisory Group (CAG) meeting held 8 February 2013 are attached (see **Appendix C**, pg.15)

**2 Minutes of previous meetings and matters arising.
(Chairman's Advisory Group (CAG) Meeting 5 October 2012;
SASIG Meeting 14 June 2012)**

Agreed actions for the membership were highlighted (from Item 5, 14 June 2012, 'SASIG Membership Services and Collaboration'):

- submit their Authority's logo, if not already submitted to the SASIG office for inclusion on the SASIG website;
- submit any external website links of interest to the SASIG membership to the SASIG office for inclusion on the SASIG website;
- register with the SASIG 'Knowledge Hub' facility;
- contribute to the SASIG 'Knowledge Hub' website by posting relevant documents and comments; and
- use the campaign microsite <http://politics.co.uk> in their work with local MPs; and alert the SASIG office if they wish to use the SASIG campaign microsite - <http://politics.co.uk/opinion-formers/sasig-strategic-aviation-special-interest-group/>.

Feedback from the membership was encouraged, and thanks were extended to those who had already signed up to the 'Knowledge Hub' group.

Attention was drawn to the additional text included in the draft SASIG response to the 'Draft Aviation Policy Framework' consultation (passenger demand & carbon dioxide forecasts; compensation provision; helicopter noise regime; & reference to Nationally Significant Infrastructure Projects (NSIPs)).

The Town and Country Planning Association (tcpa) handbook 'Reuniting Health with Planning – healthier homes, healthier communities' is available from the tcpa website: <http://www.tcpa.org.uk/pages/reuniting-health-with-planning-healthier-homes-healthier-communities.html>.

The Chairman had been unable to attend the CAG meeting and invited Cllr Andrew Bosmans, who Chaired the meeting, to comment. Cllr Bosmans said that the group had

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worked through a lot of information, with the draft SASIG response to the 'Draft Aviation Policy Framework' consultation as the main focus. The Chairman thanked Cllr Bosmans.

Decision

The minutes of the previous SASIG and CAG meetings were **agreed** by the group as correct records.

Actions

Agreed actions for the membership were highlighted (from Item 5, 14 June 2012, 'SASIG Membership Services and Collaboration'):

- submit their Authority's logo, if not already submitted to the SASIG office for inclusion on the SASIG website;
- submit any external website links of interest to the SASIG membership to the SASIG office for inclusion on the SASIG website;
- register with the SASIG 'Knowledge Hub' facility;
- contribute to the SASIG 'Knowledge Hub' website by posting relevant documents and comments; and
- use the campaign microsite <http://politics.co.uk> in their work with local MPs; and alert the SASIG office if they wish to use the SASIG campaign microsite - <http://politics.co.uk/opinion-formers/sasig-strategic-aviation-special-interest-group/>.

3 Draft SASIG response to 'Draft Aviation Policy Framework' consultation

The Chairman noted the amendment sheet provided with Item 3 detailing how the most recently-received membership comments have been incorporated into the latest draft SASIG response.

The draft consultation response 'Introduction' had been amended to set the tone: the importance of this stage of development in national aviation policy must not be overridden by the issues yet to be addressed through Sir Howard Davies' Independent Aviation Commission.

The Director thanked the membership for having supplied supporting case studies; these have been used in the group response (par.'s 20 & 21).

The group was asked to forward their Authority's finalised consultation response to the SASIG office.

The group recorded their thanks to the SASIG office team, which had been invaluable in working on the response.

The Chairman confirmed the consultation response submission deadline as 31 October and hoped that the SASIG response would be valuable.

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The Chairman asked for comments on the dynamic between Local Authorities and LEPs – Local Enterprise Partnerships.

The Director said introductions had been made from the SASIG office to LEPs, including attendance at a couple of LEP meetings.

The Director added that it was invaluable to hear from the membership about how the relationships are working on the ground.

Following comments from the group about their LEPs, the Chairman surmised that there is wide variation in LEPs across the country.

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The Chairman highlighted the need to reinvigorate relationships with the Department for Transport (DfT) following the change of Minister and Departmental staff. The group found that changes in the Ministerial team and Departmental staff created difficulties and offered their support knowledge and expertise.

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Independent Aviation Commission

Report #1:

- what can be done to make best use of existing capacity?
- what does 'existing capacity' mean?
(e.g. including smaller developments that do not come under the regime for Nationally Significant Infrastructure Projects (NSIPs)).

Report #2:

- the case for new capacity.
- what the right option is to provide that?

There was a clear steer in the Written Ministerial Statement announcing this Commission that it must be cross-Party. Sir Howard is clear that this must be an open engagement process.

An announcement about who will be on the Commission is expected before the end of this month (Oct. 2012). The Departmental staff who will be seconded to the Commission have not yet been determined.

The first few months of the Commission's programme will involve briefings and increasing knowledge.

The Aviation Policy Framework expected to be adopted in March 2013 will set the context within which the Commission will work. The Department for Transport (DfT) will ensure Sir Howard and his team are aware of issues raised in response to consultation on the 'Draft Aviation Policy Framework' (DAPF).

EDITOR'S NOTE (02/11/12):

The Airports Commission was launched on 2 November 2012.

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Decisions

The group **agreed** that the SASIG consultation response to the 'Draft Aviation Policy Framework' (DAPF) was definitive.

The group **agreed** to supply the SASIG office with their Authority's response to the Draft Aviation Policy Framework consultation.

Actions

SASIG office to circulate the group's finalised response to the Draft Aviation Policy Framework consultation.

SASIG membership to supply the SASIG office with their Authority's response to the Draft Aviation Policy Framework consultation.

SASIG office to arrange a meeting with the Aviation Minister by the end of the year.

4 **Nationally significant infrastructure projects (NSIPs) and the planning process**

The Chairman highlighted the importance of considering enhancing existing airports rather than concentrating only on new provision.

The Director advised that this agenda item had been noted by the Local Government Association (LGA; Charles Loft, Programme Team Adviser – Transport) and has been forwarded to the LGA planning team to consider how both organisations can feed messages into each other's work.

The group saw the need for planning processes to be balanced, for example relating to the fast-tracking of developments and the involvement of the Secretary of State in approving developments.

Discussion ensued about how funds from Legal Agreements (Section 106 - 'S106') and the Community Infrastructure Levy (CIL) work together where airport expansion and associated access issues are concerned. It was suggested that individual Local Authorities should factor this into their S106 and CIL agreements. The Chairman added that a variety of triggers can be used to release funding, which would need to be defined in the agreements.

Local Development Orders were highlighted as being key for long-term infrastructure requirements.

The group voiced concern over any extension of the Nationally Significant Infrastructure Projects (NSIPs) under the Infrastructure Bill and the reduction therefore of Local Authority and community involvement. The Chairman welcomed further feedback on the thresholds for development to be treated as NSIPs.

The Director said clarity on CIL in the Infrastructure Bill was needed and that she would speak to the LGA about their views.

The Chairman voiced concerns about how the decentralisation of transport could disenfranchise areas outside city regions.

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Decision

The group **noted** the features of Nationally Significant Infrastructure Projects (NSIPs) and the planning process:

- members of the public can be involved at pre-examination stage as well as examination stage;
- the current system is heavily reliant on the developer carrying out 'extensive consultation' on their proposals before submitting an application;
- Judicial Review, within a very short timescale, is the only route through which to appeal the Secretary of State's final decision on a NSIP; and
- an aviation NSIP can be either expansion of an existing airport or provision of a new airport.

Action

SASIG Director to provide information to the membership on CIL in the Infrastructure Bill and the LGA's views.

5 An assessment of industry regulation

The Director said that there is debate about the role of the Civil Aviation Authority (CAA), though there is a clear primary role to support the passenger experience.

The group stressed the importance of ensuring the CAA is independent.

The Director invited feedback from the membership about their experience of working with the CAA.

Decision

The group **noted** the developing role of the Civil Aviation Authority (CAA).

6 SASIG Membership services and collaboration

The Chairman posed the question as to the best way to use SASIG's resource of expertise and knowledge across its many regions.

The group found the DeHavilland Parliamentary monitoring service valuable.

The Director gave her thanks to those who would be attending the SASIG and Town & Country Planning Association (tcpa) roundtable event on 30 October 2012.

The Lord Taylor Review of Potential Planning Guidance was highlighted as important and helpful as an overview of what organisations are doing.

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The Director outlined the invitation that had been received from the London Assembly to bid for their contract for a technical expert to review research on aviation capacity in London and to brief the London Assembly Transport Committee. This work would sit well with that which the group would need to undertake for input to the Davies Commission. Consideration would need to be given to potential conflicts of interest, the time required to undertake this work and the appropriate fee to charge.

The group discussed resources and saw this as a good opportunity. The Chairman clarified that this work would not require SASIG to provide any views, rather expertise and information. It would boost SASIG's income and help to keep the organisation up to speed.

The Chairman urged the membership to send any further feedback to the Director.

Decisions

The group **agreed** to attend the roundtable event on UK aviation policy to be held on 30 October 2012 as a networking opportunity between SASIG and the Town & Country Planning Association (tcpa).

The group **agreed** to support the SASIG office in continuing to resource a national network between SASIG and Local Enterprise Partnerships (LEPs).

The group **agreed** that the contract with DeHavilland Information Services Ltd for Parliamentary monitoring purposes be renewed when the current contract expires on 31 March 2013.

Action

SASIG office to respond positively to the London Assembly about their tender for a technical expert to advise the Assembly's Transport Committee.

7 SASIG Account – 2012/13 Account to date & 2013/14 outlook

The Chairman outlined recommendations A and B and promoted adoption by the group of a 3-year work programme.

The group discussed the need to clarify whether or not SASIG is eligible to bid for funding as a registered charity. Partnerships were seen as important and it was suggested that the most key funding streams be identified to focus on.

A balance is needed between bidding for future funding and focussing on the current financial year. A collaborative approach is important for boosting resources.

The Director said that SASIG's work appears to align with Europe's programmes, and that 2014/15 would be the earliest funding opportunity for potential income from European funding. Match-funding would likely be on a 50/50 basis. Membership of the Airport Regions Conference (ARC) could possibly provide a route into EU funding; however; SASIG would need to rejoin ARC to take advantage of this, for which appropriate budget allocation would need to be made.

The Chairman invited further suggestions; CIVITAS.eu was suggested.

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Some concern was voiced about the sustainability of future income without increasing subscription fees or receiving additional funding.

The Chairman focussed on securing the existing membership.

Decisions

The group **noted** the recent changes to staffing in the SASIG office, leaving 2 full-time posts filled - the Director & Information Officer.

The group **noted** the need for a revised approach for 2013/14 incorporating new funding stream(s) and commensurate activity according to funding.

Actions

SASIG office to seek clarification of whether or not SASIG is eligible to bid for funding as a registered charity.

SASIG office, assisted by SASIG membership, to investigate SASIG's European officer resources.

SASIG office, assisted by SASIG membership, to develop draft bid for London Assembly tender.

8 **Any other business**

No other items of business were raised.

9 **Dates for future meetings**

Chairman's Advisory Group (CAG)

Friday 8 February 2013

SASIG

Friday 1 March 2013

10 **Close**

The Chairman invited feedback and comments from the membership.

The Director thanked all those at Authorities from which this year's subscription has already been paid.

The group noted that it was Edward Cheng's last meeting (SASIG Policy Officer). They recorded their thanks to him for his work and wished him well in his new role.

The Chairman thanked the group for attending and speculated on an interesting year ahead.

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Appendix A

Strategic Aviation Special Interest Group, Thursday 25 October 2012

Attendance & apologies lists

Present	Authority
Cllr Nigel Shaw	Broadland DC
John Walchester	Broadland DC
Neil Clark	Cornwall Council
Cllr Andrew Bosmans	Doncaster MBC
Stephen King	Doncaster MBC
Cllr Mike Carver	East Hertfordshire DC
Zhanine Oates	Essex CC
Chris Bearton	Hertfordshire CC
Cllr Ian Reay	Hertfordshire CC
Cllr Colin Ellar	Hounslow LB
Rob Gibson	Hounslow LB
Val Beale	Hillingdon LB
Cllr Charles Yarwood	Mole Valley DC
Cllr David Linnette	Richmond LB
Cllr Chris Harrison	Richmond LB
John Coates	Richmond LB
Sue Janota	Surrey CC
Rob Hetherington	Thanet DC
Andrew Taylor	Uttlesford DC
Cllr David Sleight	Wokingham BC
Chris Nash	Windsor and Maidenhead RB
Cllr Jamie Macrae	Cheshire East Council, SASIG Chairman
Anna Mahoney	SASIG Director
Edward Cheng	SASIG Policy Officer
Caroline Magin	SASIG Information Officer
Virginia Ponton	LGA Members' Services

Apologies	Authority
Cllr Keith Brockwell	Crawley BC
Cllr Ken Trussell	Crawley BC
Hannah Cleary	Essex CC
Cllr Andrew Gibson	Hampshire CC
Aileen Carlisle	Hillingdon LB
Wendy Rousell	Luton BC

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Apologies	Authority
Monica Wilsch	Slough BC
Cllr John Lamb	Southend BC
Paul Mathieson	Southend BC
Cllr John Furey	Surrey CC
Cllr Lesley Steeds	Tandridge DC
John Phillips	Tandridge DC
Madeline Homer	Thanet DC
Cllr Alan Mellins	Windsor and Maidenhead RB

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Appendix B

ITEM 3 AMENDMENTS

**‘DRAFT AVIATION POLICY FRAMEWORK’ (DAPF) CONSULTATION –
DRAFT RESPONSE FROM THE
 STRATEGIC AVIATION SPECIAL INTEREST GROUP (SASIG)
 OF THE LOCAL GOVERNMENT ASSOCIATION**

- TO BE INSERTED AFTER PARAGRAPH 6 (pg.43):-

SASIG also emphasises the importance of this stage of development in national aviation policy – the issues addressed here are of paramount importance, and must not be overridden by the issues yet to be addressed through Sir Howard Davies’ Independent Aviation Commission.

Question 20

- TO BE INSERTED AFTER PARAGRAPH 188 (pg. 81):-

Such policies must have sufficient weight to be effective – derived by an appropriate process, agreed and enacted by the relevant parties, monitored *and* enforced.

Existing arrangements are often inadequate for this, undermining the opportunity to derive appropriate local measures.

With respect to ‘general aviation’ (GA), such flying is often not managed through mechanisms such as those in place for commercial passenger and cargo flights.

For the purpose of illustration, noise complaints dealt with by LB Hillingdon in relation to Denham Aerodrome indicate that in some circumstances the public perceive general aviation noise levels to be more disturbing than similar levels around major airports. LB Hillingdon has a representative that attends the Denham Aerodrome Consultative Committee; however, another local airport at which civil flights operate – RAF Northolt, does not have any such facility in place. In 2009, 5,728 of the 11,459 flights that year at RAF Northolt were civil flights - essentially half the airport’s operations that year, flying very close to residential areas. The absence of any mechanism to address this noise burden leaves the local communities unprotected and the local situation unresolved.

Question 21

- TO BE INSERTED AFTER PARAGRAPH 189 (pg. 81):-

For instance, a review of air traffic control procedures is needed to reduce noise nuisance resulting from existing poor flight management practices.

- PARAGRAPH 190 (pg.81) TO BE AMENDED:-

190 Legislation should be introduced to specifically address helicopter noise. Helicopter noise has different characteristics and can affect a wide range of communities, close to heliports and further away. The characteristics of helicopter noise include; unpredictability, and the difficulty in modelling due to the rotation and waves created by the helicopter blades.

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Appendix C

Notes of the Chairman's Advisory Group (CAG) meeting held 8 February 2013

Attendees:	Cllr Andrew Bosmans	Vice-Chairman (Doncaster MBC)
	Cllr Jackie Cheetham - SASIG	Vice-Chairman (Uttlesford DC)
	Steve Bailes	(Uttlesford DC)
	Wendy Rousell	(Luton BC)
	Anna Mahoney	SASIG Director

ITEM 1: Apologies for absence

- 1 Apologies for absence were received from:
Cllr Jamie Macrae - SASIG Chairman (Cheshire East Council);
Cllr John Furey - SASIG Vice-Chairman (Surrey CC);
Cllr Nigel Shaw (Broadland DC); and
Rob Gibson (LB Hounslow).
- 2 Cllr Andrew Bosmans kindly Chaired the meeting.

ITEM 2: Minutes of previous meetings (CAG 5 October 2012; SASIG 25 October 2012) and matters arising

Matters arising

- 3 The situation across the country in terms of **Local Enterprise Partnership (LEP)** activity is mixed, with some LEPs adopting the role of the former Regional Development Agencies (RDAs) in terms of community budgeting.
- 4 Information to be collated across the SASIG membership regarding **local updates**:
 - position of Local Plan/Local Development Framework;
 - inclusion of noise guidance in either of these; and
 - Section 106 Legal Agreements (S106) and Community Infrastructure Levy (CIL).
- 5 SASIG was not successful in winning the bid for supply of technical expertise to the **London Assembly** as part of their inquiry into aviation capacity for London.
- 6 Air passenger duty (APD) was discussed:
 - Had a precedent for regional variation of APD been set when APD was reduced for flights from Belfast Airport, or is this a non-comparable situation? (flights from Dublin Airport are not subject to APD).
 - The Government is concerned about connectivity and interlining; is it known what the effect of APD is on the retention or loss of routes?

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Appendix C

(cont.) Notes of the Chairman's Advisory Group (CAG) meeting held 8 February 2013

Actions

- 7 That CAG recommend to SASIG that the SASIG membership advise the SASIG office of their local situation regarding Local Enterprise Partnerships (LEPs).
- 8 That CAG recommend to SASIG that information be collated across the SASIG membership regarding **local updates**:
 - position of Local Plan/Local Development Framework;
 - inclusion of noise guidance in either of these; and
 - Section 106 Legal Agreements (S106) and Community Infrastructure Levy (CIL).

ITEM 3: National aviation policy development

- 9 An overarching question that it is hoped the Airports Commission will address is: what is the value of a passenger flying from (for example) Doncaster Airport via Paris not Heathrow?

Decision

- 10 CAG **agreed** to recommend to SASIG that, in accordance with the deadline of 15 March 2013, SASIG submit to the Airports Commission suggestions for sifting criteria to identify options that merit more detailed consideration, to be used in developing the Airports Commission's interim report, due by the end of 2013.

ITEM 4: Night flying restrictions consultation

Decision

- 11 CAG **agreed** to recommend to SASIG that a SASIG response to the night flying restrictions consultation be developed through a Technical Officer Group meeting, for circulation to the group, comment, amendment and sign-off.

Action items

- 12 SASIG office to arrange a Technical Officer Group meeting to discuss the night flying restrictions consultation.
- 13 SASIG office to draft a group response, circulate to the group for comment, amend response and submit it in accordance with the deadline of 22 April 2013.

(cont.) Notes of the Chairman's Advisory Group (CAG) meeting held 8 February 2013

ITEM 5: SASIG Finance & membership services report –to date & future outlook

Decisions

- 14 CAG **agreed** to recommend to SASIG that the targeted programme of recruiting new Authorities into SASIG membership be pursued.
- 15 CAG **agreed** to recommend to SASIG that European funding be pursued in order to relieve pressure on the Local Authority membership as the sole income source; secure funding over a longer term than the current annual basis; and provide the group with a clear work programme for the medium- to long-term. This should be approved on the basis that the SASIG office leads on bid preparation and submission, with support from the SASIG membership.

ITEM 6: Any other business

- 16 No other business was raised.

ITEM 7: Dates for future meetings

- 17 The dates for future meetings are to be arranged.

ITEM 8: Presentation from 'politics.co.uk' – video promotion package

- 18 Nathan Coyne and Louise McCudden from 'politics.co.uk' joined the CAG Meeting to give a presentation on their video promotion package.

Decisions

- 19 CAG **agreed** this is a desired venture for which funds should be sought.

Action

- 20 SASIG office to arrange presentation from politics.co.uk at forthcoming SASIG meeting.

