

# Edinburgh Airport Noise Advisory Board

Minutes of Seventh Meeting held on Wednesday 7 March 2018  
at the Marriott Hotel, 111 Glasgow Road, Edinburgh  
Commencing at 6.30pm

**Present:** Lindsey Cole (LC) (Chair) Ray Flint (RF) Louise Gunstensen (LG)  
Pippa Plevin (PP) John Kelly (JK) Kate Watt (KW)  
Gary Allanach (GAR) Liz Scobie (LS) Ann Stewart-Kmicna (ASK)  
Bob Brough (BB) Merv Archibald (MA) Helena Paul (HP)  
Tom Leatherland (TL) Vic Garrad (VG) Christophe Miremont (CM)  
Bruce Finlayson (BF)

**In attendance:** Elaine Hill (Minutes)

**Apologies:** Adam Cumming Iain Fleming Gordon Allan  
Andrew Watt Ray Godfee

On opening the meeting, the Chair asked the Board to consider which items were a priority for discussion at the meeting. It was agreed that the Noise Action Plan (NAP) was a priority and should be discussed at this meeting in the first instance to decide how to respond.

The Chair reported that EAL were attending a meeting in Dalgety Bay this evening and therefore had no-one available to attend this meeting. However, EAL had offered to host a separate meeting to discuss the NAP.

At this point the Board raised concerns about the lack of communication from EAL not only in relation to the NAP but also in general including the fact that they had not attended any EANAB meetings since December 2017. The Board felt that they were unable to progress matters without information from or representation of EAL at the meetings and therefore were unable to report back to their communities on any progress.

EAL had been informed that the Board strongly felt there was a breakdown in communication and that information had not been forthcoming from EAL. EAL has offered to include the Board in the distribution of bulletins to communities. Also if the Board let EAL know what type of information they would like to receive, this would be provided. It was agreed that a presentation on stats/data relating to noise complaints, the process for handling these and how they are managed and followed-up should be requested from EAL for the next meeting. Also information on how these are plotted to see trends over a number of years.

**ACTION:** LG to contact EAL for information relating to noise complaints.

A report by the EACC Chief Executive was tabled by the Chair. It was agreed that the Secretary would circulate this report to the Board.

**ACTION:** LG to circulate EACC Chief Executive's Report.

At this point it was agreed to revert to the agenda as circulated.

## ITEM

### 1. Introductions:

The Chair welcomed Bruce Finlayson to his first meeting.



## 2. **Approval of Previous Minutes**

Approval of the minutes of the meeting held on 10 January 2018 was proposed by GA and seconded by VG.

## 3. **Matter Arising from the Previous Minutes**

### 3.1 Draft report to EACC

The Chair stated that this had not been circulated as agreed as it was now not required until the next EACC meeting scheduled for May. He confirmed he would circulate a draft of his report in advance of that meeting for comment.

It was noted that Robert Carr had recently been appointed as Chair of the EACC. The Board agreed that EAL should communicate direct with this Board and not through EACC.

**ACTION:** Chair to circulate draft EACC report prior to meeting.

### 3.2 **EAL**

Members of the Board expressed their concerns and frustration that information was not forthcoming from EAL. Board members were unable to report back to their local communities after meetings with any updates on progress.

**ACTION:** LG to draft letter to EAL Board regarding improved communication between the Board and EAL.

### 3.3 **Previous Minutes**

It was noted that the words “legally binding” should be added to para 7 under “Item 5 Financing, Funding and Bank Account Update” of the previous minutes.

It was noted that ASK represented Midlothian and not West Lothian as minuted under para 4.1 Board Membership of the previous minutes.

Due to the number and importance of agenda items, it was agreed to cover the following items first and, if time then allowed, any outstanding items:

- To70 SubGroup Report
- Noise Action Plan
- Funding
- Website

## 4. **Website**

Unfortunately GA was unable to attend the meeting to update on progress with the website. The Board voted by 9 votes to 7 to look into setting up a Facebook page which did not allow comments to be posted. GAR agreed to look into Facebook open/closed groups and whether documents could be posted. GAR to report back to the Board.

**ACTION:** GAR to investigate the possibility of setting up a Facebook page

## 5. **Funding**

The Chair reported he had received a letter from EAL confirming that they would be willing to fund the work of the Board. The Board would need to submit a rationale and cost proposals to EAL who would check the supplier(s) to be used was compliant and

the price was reasonable in line with EAL procurement process. The supplier would then be added to EAL's suppliers list. Therefore any contract would be between the supplier and EAL with the Board having no legal liability. The supplier's invoice would be paid by EAL in accordance with their standard payment terms. It was agreed that the Chair should go back to EAL asking them to confirm in writing that all invoices should be authorised by the Board prior to payment by EAL. The Board agreed that they would need to inform potential suppliers of the process. They also agreed that they would need to ensure that they authorised such invoices timeously to ensure that they did not hold up the payment process.

**ACTION:** Chair to obtain a legally binding letter of understanding from EAL confirming a timetable for each stage of the process from the Board submitting the initial request for funding through to the Board authorising invoices and payment of this invoice by EAL.

Concern was raised as to the liability of the Board in relation to any decisions, statements, etc., it may make. It was noted that Community Councils are insured by their Councils in relations to any decisions made.

**6. Consideration of Standing Orders and Timings for the Agenda**

A draft Standing Orders agenda with timings was circulated. It was agreed that this should be amended to keep the length of meetings to 2 hours.

**ACTION:** LG to revise Standing Orders agenda with timings for individual items to keep the length of meetings to 2 hours.

**7. Report from Sub-Group re Discussions with To70**

Since the last meeting, the sub-group had met and 3 members of the sub-group have already had a conversation with To70. To70 have already looked at the 2011 data supplied to them. The sub-group would now like to update the brief they had prepared prior to circulating to the Board for comment and approval. Once the brief had been finalised To70 would be able to give a formal quote. The sub-group felt that analysis of data post 2011 would also be beneficial and it was agreed to request this information from EAL. It was noted that an approximate cost of £5000 had been intimated by To70 based on the information they had been given to date. However, depending on the data obtained this cost may change.

The Chair suggested that other quotes for this work should be obtained. However, it was noted that time was of the essence with this piece of work and that To70 had been used by other groups in the UK including Gatwick who had no hesitation in recommending To70. It was noted that EAL were likely to have a threshold over which more than one quote would be required.

It was agreed that the sub-group would refine the brief within the next week and circulate this to the Board for comment.

**ACTION:** Sub-group to refine brief and circulate to the Board for comment within the next week. LG to obtain post 2011 data from EAL when advised to do so by the sub-group.

**8. Noise Action Plan**

The Board raised concerns regarding the way this plan had been communicated not only to the Board but to local communities to allow them sufficient time to comment on the draft plan. It was noted that Cramond Community Council had only been given 5

days notice of a public meeting. In addition, to the Board's knowledge meetings had only been arranged in Dalgety Bay, Edinburgh and Uphall.

Printed copies of the Draft Plan had been difficult to obtain although it was available on EAL's website.

It was noted that reference was made to a Noise Management Board (NMB) on pages 7 and 12 giving the impression that this Board had a direct line to EAL. On the assumption that NMB referred to EANAB, the Board expressed its strong objection to being referred to in a document it had had no opportunity to contribute to or discuss in advance of publication. Members were concerned that anyone reading the report would assume from this that EANAB had been consulted and contributed to the report which was not the case.

After discussion, it was agreed that HP and LG would draft a letter to EAL:

- expressing the Board's view that the statements relating to NAB are false and explain why
- demanding that the document be formally withdrawn and that the consultation process be suspended until the Board and EAL had met to agree a way forward
- confirming that a direct relationship between senior members of EAL and the Board should be in place
- requesting a meeting as soon as possible to discuss the above points.

It was agreed that in the first instance this letter should be sent to the Chair and Chief Executive of EAL with a copy to the Chief Executive of the CAA, Scottish Government Transport and Environment Ministers and the UK Transport Minister. If no acceptable response was received, the letter would then be sent to MSPs and MEPs seeking their intervention.

It was further agreed that this proposed action should not be reported back to community councils until the letter had been received by EAL. However, a draft letter would be circulated in the next few days with the intention of sending a final letter signed by the Chair on EANAB letterhead as soon as possible.

**ACTION:** HP & LG to draft succinct letter containing the above points for comment by the Board prior to signing by the Chair and sending to EAL as soon as possible

## **8. AOCB**

### **8.1 Midlothian Community Councils**

It was noted that Midlothian's 16 Community Councils had nominated Andrew Watt as their representative on the EANAB

### **8.2 Designated Airport Status**

HP agreed to circulate her paper on airport designations to the Board.

**ACTION:** HP to circulate paper.

There being no further business the meeting closed at 8.35 pm.