

# Edinburgh Airport Noise Advisory Board

Minutes of 5th Meeting held on Wednesday 10th Jan 2018  
at the Marriott Hotel, 111 Glasgow Road, Edinburgh  
Commencing at 6.30pm

Present: Lindsey Cole (Chair), Gordon Allen, John Kelly, Pippa Plevin, Christophe Miremont, Liz Scobie, Louise Gunstensen, Helena Paul, Tom Leatherland, Ray Godfree, Adam Cumming, Vic Garrad, Merv Archibald

Apologies:

## Item 1: Introductions

The Chair welcomed Merv Archibald to his first meeting representing Blackness Area Community Council.

Item 1a Approval of minutes of meeting of 6<sup>th</sup> December 2017.

Proposed TL Seconded JK

## Item 2: Communications from Edinburgh Airport Representative

No airport or NATS rep in attendance.

Members suggested that for future meetings, it would be helpful to know in advance who is scheduled to attend, so that questions could be gathered and sent in advance. This should result in better and smoother communications.

**AGREED** that when inviting airport or staff from other organisations to attend the Board, that a set of questions would be prepared in advance and forwarded in order that the invitees may arrive properly prepared.

## Item 3: Finalisation of Terms of Reference (ToR)

The sub-committee working on this has circulated a final version of the ToR. The sub-committee was warmly thanked for their efforts on this, and the current version was welcomed.

Members commented as follows:

1. For future discussion documents, the inclusion of a version number would be helpful. **Agreed**
2. C6 minor amendment of word order. **Agreed**
3. D6 change “should” to “shall”. **Agreed**
4. Comment made that the ToR is currently silent on length of term of office and how members may be added and/or removed. This may not currently be an issue and could be addressed at a point when the document is reviewed.

The name of the Board was discussed. Members were concerned that the use of the term “Management” would lead to expectations being set that we are unable to deliver under the current reporting structure. The Board’s role is clearly “advisory”, with no authority to demand changes. It was suggested that while “management” of noise may be an aspiration, using this term in the group’s name may also give a misleading impression of the board’s powers.

It was also again stressed that we are not part of Edinburgh Airport, but an independent body giving advice to Edinburgh Airport on noise related matters.

The final agreed name was Edinburgh Airport Noise Advisory Board. **AGREED**

**Action** RG would make the final amendments to the ToR as agreed.

The proposals for a logo were circulated and discussed. It was agreed that the final logo design can be determined at a later date, and this item would be continued. **AGREED ACTION** that GA would revise the logo designs in the light of the comments made and would report back at the next meeting.

**ACTION** LC would send the final ToR document to June McClung and Gordon Robertson. In return, the Board will then receive all the information that we have been promised.

#### **Item 4: Finalisation of Code of Conduct (CoC)**

This document has been amended to include a reference to the Board complying with the Data Protection Act. Final document would be amended to include the name of the Board. **AGREED**

It was noted that the airport had recently again fallen foul of its legal obligations under the DPA in using the email addresses gathered during the consultation process to send a spam marketing email. Complaints had been made to the airport regarding this breach.

#### **Item 5: Continuation on Possible Structure, Representation and Appointments and Item 6 outside agency involvements.**

Office bearers were appointed at the previous meeting.

Structure of the Board was discussed, in terms of:

- Who is invited to attend Board meetings – eg Airport staff, NATS, CAA, Airlines, other Airport Noise Boards, politicians etc.
- The most appropriate way to manage our budget and spending
- A constitution document would be required to satisfy bank account opening stipulations
- Appropriate organisational structure to ensure that the Board is a separate entity independent of the Airport, and that Board members do not bear personal liability

Following much discussion when issues relating to trust, and the importance of the Board being, and being seen to be independent, the following was **AGREED**:

- a) That the Board would determine an appropriate programme of work that would be costed to give a “ballpark” initial budget requirement. This figure is likely to be in the tens of thousands of pounds.

(As a comparison, the Airport’s Community Fund disbursed over £120,000 in the last year.)

- b) The Airport would be approached to provide the Board with a block grant to meet this initial budget requirement, which the Board, as an independent entity, would be entirely responsible for managing with all spending being properly accounted for. As our Treasurer, TL would be responsible for opening and managing the bank account, and ensuring that all invoices are paid, and income and expenditure is properly noted. **ACTION** TL to draft a Constitution document based on the agreed Terms of Reference. The bank would require to see a clause determining how funds and / or debts would be handled in the unlikely event of the Board being wound up. It was agreed that such a clause would stipulate that the funds remaining in the account that derived originally from the airport, would revert to the Airport, or possibly the Airport’s Community Fund.
- c) It was regarded as essential that the cash promised by the airport would have to be in the Board’s bank account prior to the Board making any spending commitments.

- d) Informal legal advice would be sought on the Board's options for deciding its formal structure as a non profit making organisation. Eg would it be possible for the Board to be set up as a SCIO (Scottish Charitable Incorporated Organisation)? Are there other options and what would be the pros and cons of each? **ACTION** VG

It was recognised that such informal advice would not be binding, but may clarify whether there is a requirement for the Board to seek Formal Advice, with a budget being required at that stage to pay for such advice.

**Action** AC has some information relating to SCIO which he would circulate, however it is recognised a SCIO may not be an appropriate structure for the Board.

Board membership and reporting lines:

There was some discussion over who the full members of the Board are, and who else should be invited to Board meetings to facilitate the work of the Board.

**AGREED** that the 13 members round the table at this meeting are full members as stipulated in the Terms of Reference, by dint either of being elected or nominated Community Councillors, or co-optees as agreed by the Board. **ACTION** RG to confirm who else is a full member, by reference to the Goglegmail email group list.

It may be that the Board membership may increase in future, if the members agree.

Comments were made relating to the failure of EAL to properly listen to and engage with Communities to date, and that the Board cannot be treated in the same manner.

Concerns were expressed about our reporting line to the EACC (Edinburgh Airport Consultative Committee), and whether this might impede the Board's progress. It was felt that to date the EACC had not properly heeded the issues within Communities impacted by the Airport's operations, despite having a Statutory duty to do so. The Board is endeavouring to build a more constructive relationship between Communities and the airport, and would not find it acceptable for the EACC or any other organisation to hamper this aim.

A meeting of community Councillors at Holyrood has been arranged for 24<sup>th</sup> January, chaired by Mark Ruskell MSP. This is a follow up to a similar meeting of Community Councillors held in April 2017, and all Community Councillors for areas affected by the airport's operations are invited.

**ACTION** VG to contact Mark Ruskell's office to ensure all CCs have been invited.

ALL ensure that each Community Council is made aware of the meeting so that a representative can be sent as appropriate.

#### **Item 6 Round Table discussion on determining an appropriate Programme of Work**

Many ideas were put forward. Key matters emerging:

- Changes to use of airspace leading to a change in the noise being experienced – what has happened and why, given that numbers of aircraft movements are similar to 2005.
- Better understanding of modelling used to formulate noise contour maps.

**ACTION** CM to provide some information on ANCON (Aircraft Noise Contour) model, its limitations particularly in relation to the data inputs used, and the validation process.

- Noise monitors, location and management
- Better understanding of current noise levels, prior to any further changes taking place
- Better understanding of ways in which noise may be mitigated, and ensuring that appropriate parameters are set to minimise noise for communities.

- Metrics - what are appropriate metrics and how well these relate to residents' experience on the ground – eg frequency of planes, time of day, type of plane, how the plane is being flown. Metrics could include Lden, Lmax, SEL etc, modelled as well as actuals from noise monitors.

**ACTION** HP to circulate current government proposals for a revised airspace policy that include different metrics.

- Better understanding of what has happened to date and how noise can be mitigated, particularly by ATC decisions and vectoring.
- Data already given to Communities, but not yet analysed due to lack of funding to pay aviation consultants.
- Genuine and fair engagement with Communities may lead to better outcomes for all.
- Better understanding of where the sensitive communities are, so that better ATC decisions can be made to avoid these areas.
- If pilots are turning early, whether given permission or not by ATC, how is this monitored, and what sanctions are operated?
- Link between noise and public health, and how WHO guidelines can be better used to protect Communities.

**ACTION** JK would transcribe the list of ideas made and circulate for consideration by members.

**Date of next meeting: Wednesday 7<sup>th</sup> February, 1830 – 2100 Marriott Hotel, The Maybury**

**The Chair closed the meeting at 20.50**