



**Meeting of the Airports Commission
30th April 2013 – 13.00 – 16.00
Rm 5.10 Sanctuary Buildings**

Attendees:

Commission Members

Sir Howard Davies – Chair
Professor Dame Julia King
Geoff Muirhead
Sir John Armitt

Apologies:

Vivienne Cox
Professor Ricky Burdett

Commission Secretariat:

Phil Graham



1. Welcome

Howard Davies welcomed the Commissioners to the meeting. All members were sent copies of the relevant papers that were due to be discussed today.

2. Note of last Meeting / Stakeholder Update

The note of the previous meeting was signed off. HD updated the Commission on his recent meetings with Norman Baker and Willie Walsh.

3. Hub Paper

██████████ Secretariat presented a draft paper on the hub model. Key points made in discussion included the importance of considering: a) future implications of the use of videoc conferencing, b) the consumer perspective, c) future implications of loyalty programmes and d) potential developments in relation to terrorism and changes in aviation security. There was also a concern raised that the paper was too focussed on just the South East and it needed to have a more UK wide perspective.

- **Action:** ██████████ Secretariat to amend paper and provide a further draft in due course.



4. Short and Medium Term options

██████████ Secretariat presented a paper on the short and medium term options on which some comments were made by the Commission.

- **Action:** ██████ Secretariat noted comments made by the Commission members and will take these into consideration in the next stage.

5. Phase 2 Planning

██████████ Secretariat talked through the paper on Phase 2 process. The discussion focused on the leadership of the assessment process for any shortlisted options. The Commission noted a preference for sponsors to lead the assessment processes where possible, with the Commission validating and quality assuring the submitted work. For any options not submitted by a sponsor the Commission would need to work up its own assessment.

- **Action:** ██████ Secretariat to consider further and provide an additional paper on Phase 2 planning for the next meeting.

6. Demand Forecasting

██████████ Secretariat provided a summary of the responses to the demand forecasting paper (the Commission had also been sent hard copies of the full responses prior to the meeting). A short discussion was had. Discussion focused on how forecasting could be used to inform an assessment of the maximum capacity of the UK system and the locations where new capacity would give the best value for the UK. The proposed scenario-based approach was agreed by the Commission but they asked the Secretariat to consider a wider range of drivers and possibly look further out to the future.

- **Action:** ██████ Secretariat noted comments made by the Commission members and agreed to develop the scenario approach further.

7. Communications

██████████ Secretariat presented a paper on the proposed public evidence sessions. In discussion, it was decided that the sessions should be increased from 1.5 hrs to 2 hrs. The general process, witnesses and audience were agreed.

- **Action:** David to amend the proposed schedule of the evidence sessions.

8. AOB

There was no time to comment on the sift criteria document therefore Phil Graham asked that any comments should be sent via email.

John Armitage provided contact details from CPNI, which was an action from the previous meeting.