



**Meeting of the Airports Commission
27 May 2015 - 10:00am to 12:30pm
Rm 6.02 Sanctuary Buildings**

Attendees:

Commission members:

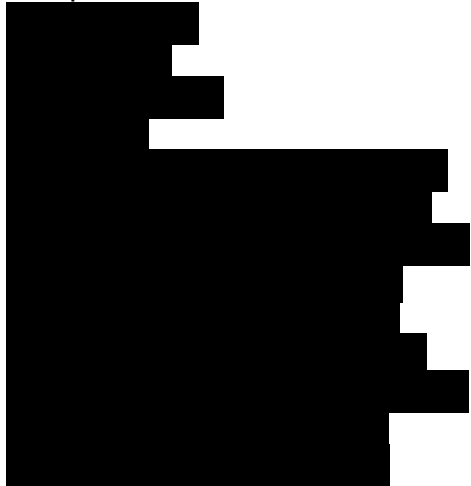
Howard Davies - Chair
John Armitt
Julia King

Apologies:

Ricky Burdett
Vivienne Cox

Secretariat (agenda items):

Philip Graham



1. Welcome

The Chair welcomed attendees and requested whether there were any updates to the register of interests. None were received.

2. Note of Last Meeting

The Chair will provide comments on the draft minutes for the 8th and 11th May Commission meetings and submit to Secretariat for circulation and agreement.

3. Round up of stakeholder meetings attended

The Chair noted he had held background meetings with Peggy Hollinger from the Financial Times and Richard Westcott from the BBC. The Chair has circulated a note of his meeting with Jeremy Heywood (Cabinet Secretary) to the Commissioners.

4. Discussion of Consultation Report, Annex and Example of Analysis of Responses

The Secretariat presented on the consultation and confirmed approximately 72,000 responses from a range of stakeholders had been received. The analysis and QA of the consultation responses is almost complete and the key themes arising and full draft summaries have been presented at the previous thematic Commission meetings. The final analysis will be completed ahead of the 11 June Commission meeting.

The Secretariat talked the Commission through the approach to analysing consultation responses:

1. The key documents, which would be published alongside the Commission's Final Report, were the Commission's Consultation Report, the supporting response analysis report prepared by Systra (which will be an Annex to the Commission's report) and its supporting annexes.
2. The Commission's consultation report had been underpinned by both Systra's comprehensive analysis of all consultation responses, and a parallel analysis process undertaken by the Secretariat which reviewed in detail approximately 200 substantive, technical consultation responses. Taken together, these had provided a strong evidence base, developed through a thorough and rigorous analysis of all consultation responses, which had enabled the Commission to identify and address the points raised during the consultation process. As an example, the Secretariat presented an in-house analysis of the points raised in the TfL consultation response, drawing upon these reviews. The Secretariat explained the reason for highlighting TfL was because it contained points to address across a wide range of areas covered in the consultation documents, many of which had been made in a number of other consultation responses.
3. Around 600 late responses had been received, of which 500 were related to the Back Heathrow campaign. Around 90 short communications were received from the public along with 16 more detailed technical responses. All late responses had been considered by the Secretariat. In most cases no new work was required as the points raised had been previously addressed. In a handful of cases new points were raised, and these had been adopted into the analysis.

The Commission requested more emphasis be placed in the executive summary of the Commission's Consultation Response document to highlight the new work carried out to address points raised in consultation and to ensure there was appropriate acknowledgment and gratitude to members of the public and stakeholders who took time to respond to the consultation. The Commission also

asked the Secretariat to acknowledge in this document how its analysis and the overall scheme packages have been improved by the consideration of responses.

ACTION: Secretariat to revise Executive Summary of Consultation Report to emphasise the new work undertaken.

ACTION: Chair to provide a personal foreword to the Consultation Report.

ACTION: Commissioners to make comments on Consultation Report and provide to Secretariat by end of week.

ACTION: Secretariat to cross check Consultation Report carbon material with other Secretariat carbon work and letter to the Committee on Climate Change for consistency.

The Secretariat confirmed that the Systra work has been peer reviewed by the Consultation Institute, and that they expected to receive a positive comment on the systems and processes of the consultation.

The Commission requested a clear set of lines to address the common issues raised in consultation and where possible figures and numbers to assist in rebutting common criticisms or arguments.

ACTION: Secretariat to provide figures and lines for Chair for presentation and media handling.

5. Update on further work requested

Freight Presentation

The Secretariat gave a presentation on Freight Statistics including freight forecasts under the do minimum and carbon traded scenarios and an illustration of the infrastructure for freight activities around the two current airports.

ACTION: The Commission requested the issue of Freight be given more prominence in Final Report and that productivity benefits be highlighted.

Noise Maps

The Secretariat presented revised Jacobs 3D noise maps (NWR current versus 2050 and NWR current versus do minimum under L_{EAQ} 57 contour) which showed the newly affected people and areas and those removed from the contour under each scenario. The Commission asked the secretariat to consider the recently published paper on traffic noise and weight issues.

ACTION: Commission requested three maps to be produced, current, do minimum at 2050 and 2050 with new scheme showing aggregate population affected.

ACTION: Secretariat to consider the traffic noise report and inform Commissioners of any new issues raised by it.

Carbon

The Secretariat had circulated a draft letter to be sent to Lord Deben of the Committee on Climate Change explaining how the Commission had analysed the case for the shortlisted options with emissions from aviation capped in 2050 at 37.5Mt, and the conclusions that it had reached. The Commission confirmed they were content with the letter and agreed that it should be sent just prior to publication of the final report.

Planning and Delivery

The Commission discussed the draft delivery and planning note produced by Ricky Burdett which discussed the importance of ensuring that all the key bodies that would have a role in local and regional infrastructure decisions and planning around the recommended option coordinated their work. The Commission discussed what powers a potential delivery body could have, whether it needed to be a statutory body and what type of coordination role it could play.

ACTION: Secretariat to adapt comments and lines into draft Delivery and Planning note and send revised document to Commission with précis of discussion.

6. Final Report

The Secretariat gave an update on the progress of the drafting of the Final Report. The Commission requested changes be made to the structure (based on the provisional steer given by the Commission at the last meeting and subject to result of the Air Quality consultation) explaining the reasons for the recommendation in terms of area (e.g. Heathrow vs Gatwick) first and scheme (e.g. NWR vs ENR) second. The Commission requested the Secretariat revise the structure of Chapter 6 and recirculate, to include more emphasis on the regional story, including the benefits for Scotland, throughout the Final Report explaining in more detail why the recommendation enhances both connectivity and productivity. The employment diversity mix at the airports should be highlighted as well as a steer that Heathrow Airport Ltd should become living wage employers. The Commission also asked for the previous arguments that HS2 would make expansion at Heathrow unnecessary to be fully rebutted in the report.

ACTION: Secretariat to restructure Final Report Chapter 6 and other chapters as necessary following Commission comments.

7. Next Steps

The Secretariat outlined the next steps in the run up to Final Report publication. Secretariat requested Commission comments on the latest draft by Friday 29th May. The next draft will be circulated on 8 June and the Secretariat will provide an analysis of the Air Quality Consultation (or a preliminary analysis if work remains to be done) and revised sections of the Final Report ahead of the 11th June Commission meeting. At this stage the Commission will consider if more work is required on the AQ work or if the points raised in consultation can be addressed via the current evidence base.

Discussion took place on what preparations needed to be made for publication once the Commission has reached a decision. Once the final report is agreed a Q&A and media presentation will be prepared ahead of Final Report launch. The Secretariat

FINAL AGREED

confirmed that One Great George Street has been booked on a provisional basis as the venue for Final Report launch in the event that a decision can be reached at the 11th June meeting. (A second venue for a later date has also been provisionally booked).

It was agreed that minutes of Commission Meetings since September 2014 will also be published on the Airports Commission website once the Final Report has been launched.

8. AOB

None