



**Minutes of the meeting of the London City Airport Consultative Committee
held on 5 March at the Crystal Building, Royal Victoria Dock.**

Present: Duncan Alexander (Chair), Tim Aldham (GLA), Cllr James Asser (LBN), Ken Baker (MET Police), Andy Colwell (MET Police), Helen Fernandes, Ian Gibson (West Silvertown), Helen Masterson (LBN), Frank Rosillo-Calle (Canning Town), Cllr Sarah Ruiz (LBN), John Shaw (Passenger Rep), Howard Sheppard (Canary Wharf), Robert Sinclair (LCY), Andrea Sperini (BA), John Stewart (Hacan East), Glynis Webb (Vice-Chair), Dave Whittaker (LBN).

In attendance from LCY: Tim Halley, Graeme Elliot, Elise John-Lewis, Aaron Uthman, Oscar Wong.

Also in attendance: David Conroy (Local Resident), Alan Haughton (Stop City Airport), Michaela Parker (ARUP), Cllr Sophie McGeevor (Lewisham).

Apologies: Joy-Caron Canter (RDLAC), Simon Dishman (LCC), Lyndon Fothergill (GLA), Cllr James Hunt (LB Bexley), Cllr Denise Scott-McDonald (LB Greenwich), Richard Storer (Crossrail)

1. Welcome

The Chair welcomed members to the meeting and advised that the CEO update and Master Plan would be heard first before the usual agenda items.

2. CEO Update

Link to the report can be found [here](#).

The Chair invited Robert Sinclair (RS) to update the Committee.

RS advised that he would update members on COVID-19 virus and the collapse of Flybe.

RS advised that the airport was in constant contact with the Department for Transport and were members of an airport resilience group in response to the COVID-19 outbreak. The airport had placed more hand-sanitisers in the terminals, while ensuring passengers were fully informed ahead of travel where possible. RS stated that staff briefings continue to be held daily, and that the Committee would be updated if any major changes occur.

RS informed the Committee that the recent collapse of Flybe was sad news, with circa 5% of LCY airport passengers using Flybe who have four routes to and from LCY airport. The aviation industry is focussed on a response, with some industry already indicating that they will take on some of the routes at LCY.

Members asked whether a Flybe employed a significant number of people at the airport. RS advised that as the airport was not a base for the airline, the numbers were small.

3. Master Plan

The Chair invited Tim Halley (TH) to update members on the Airport's Master Plan. TH welcomed the extensive feedback from all stakeholders during the consultation period on the draft master plan which ran from June to October 2019. He advised that more than 2,100 detailed responses were received either on the prescribed feedback form or via emails and letters. Almost 2,500 campaign postcards were also received. TH advised that the airport was pleased with the level of engagement, which had provided broad and balanced feedback which was generally supportive of the airport's long-term plans.

TH headlined the changes made to the Master Plan to take account of the feedback received during the consultation period, including confirmation that the airport do not plan to seek any changes to operating hours either during the week or at weekends at this time – instead prioritising growth in the existing operating hours and making best use of our runway. A copy of the full presentation is attached to these minutes.

Arup were commissioned to carry out an independent analysis of the feedback received and to prepare a Consultation Report to be published alongside the Master Plan. TH advised at the meeting that the Master Plan and Consultation Report would be published by the end of March.

Michaela Parker (MP) from Arup also presented their independent findings to the committee.

MP advised members that Arup were experienced in producing consultation reports and had agreed an auditable protocol in dealing with responses with the airport. MP advised that all respondents were anonymised and given a unique ID. Feedback on the 1,800 detailed forms was broken down into overarching themes, with each theme broken down into sub-themes. These then informed the decisions taken by the airport to respond to feedback received in the final Master Plan.

Members asked how responses from individuals and organisations were weighted when producing percentages showing a positive or negative response to a certain question. Members also asked how non-standard responses were handled in the consultation report, including how the campaign postcards were included.

MP advised that standard responses on the feedback forms were weighted the same, regardless of whether completed by an organisation or individual. The campaign postcards were dealt with in an appendix to the report, and other non-standard responses dealt with in chapters in the report. MP advised that these responses were not included in the high-level percentages presented to the Committee because they did not answer the prescribed questions on the feedback form which creates a disparity with those that did. However, all responses were fully logged and taken account of as will be evident from the report.

Members asked where the airport advertised the consultation and whether passenger feedback was collected in the terminal. MP advised that passengers were provided with the same material as those at exhibition events (apart from the consultation boards which were not feasible given the space available) over a period of one month. Engagement with the feedback form was as expected with 42% from social media.

Members asked about the environmental impact of the plan, and the airport's plans to combat climate change in the future. RS advised that the airport was working closely with industry and partners to achieve the goal of net zero carbon emissions by 2050. RS advised that airlines were working to introduce both electric aircraft in 10-15 years, as well as sustainable fuel which would be introduced in the next 2/3 years. RS viewed the airport as a likely test bed for electric aircraft in the coming decade.

Members commented that the LCACC had not been shown the consultation questions ahead of the consultation and commented that the questions were not well written. TH advised that this is standard practice and that the airport sought to be flexible and gain all views by including free text options on a number of questions so that stakeholders could provide their views in full. The airport also fully engaged committee members by providing them with a briefing on the draft Master Plan



as well as pre-briefing them on the outcomes of the consultation and changes to the Master Plan ahead of publication.

Post meeting note: Due to the escalation of the Covid-19 pandemic in the days following the committee meeting, a decision was taken to defer publication of the Consultation Report and the Master Plan for the time being, as communicated by Robert Sinclair on 20 March 2020. This decision was taken to allow the airport focus on the health and well being of its staff, passengers and airlines and will be reviewed as we re-emerge from the current crisis.

4. Minutes of the meeting on 11 December 2020

The minutes were agreed as an accurate record of the meeting.

5. Chair and Secretary Appointment

The Chair advised that both he and the Secretary had completed 3 years with the Committee, and therefore a decision needed to be made on both appointments. The Chair advised that members had contacted LCY to indicate their preference on whether to appoint a new Chair and Secretary or agree that the Chair and Secretary continue for a further term.

Members agreed that the Chair and Secretary should continue for further term of 3 years.

The Chair advised that the constitution would be amended to make clearer the role of member and observer in discussions during LCACC meetings. Everyone will still be welcome to attend, but members would take precedence in committee discussions.

Members raised that the LCACC needed to include representatives from new developments being built in the area, while the process for appointment of local representatives needed to be clarified. A possible option being wider local participation in the Community Sub-Committee, with representatives from the Sub-Committee attending the full LCACC.

ACTION: Chair and Secretary to update the Terms of Reference, Constitution of the Committee and clarify the process for local representatives. The Chair to update members at the next meeting.

6. Airspace Modernisation

The Chair advised that the UK Airport Consultative Committees would be meeting the following week to discuss airspace modernisation, and that an update would be given at the next meeting.

Members asked about double overflights from Heathrow and LCY and whether the two airports were working together on airspace proposals. The Chair advised that the initial phase of the process was now complete, with airports now discussing scenarios. The Chair advised that it is South-England wide discussion.

Action: Airspace Modernisation to be discussed as an agenda item at the next meeting.

7. London City Airport Staff Committee

The Chair advised that a member of the London City Airport Staff Committee was unable to attend this meeting, therefore the agenda item would be taken at the next meeting in June.

Action: London City Airport Staff Committee agenda item to be included in June's LCACC Agenda.

8. Airport Reports



The Chair advised that the Airport reports would not be read out in full during the meeting, rather they will be taken as read. The Chair would simply open the floor to questions.

Link to the reports can be found [here](#).

- **Environment**

No update.

- **Community**

Aaron Uthman (AU) advised that the Sub-Committee had been discussing how the airport can better advertise its work with the local community, with the aim for better exposure and presence at local meetings. Members advised that the airport also needed to be more proactive when attending the meetings.

AU advised that E16 magazine was due to be released shortly and would include locations as suggested by the committee.

ACTION: An update on the Community Fund to be provided at the next meeting.

- **Planning and Airport Transport Forum**

Oscar Wong (OW) advised that all piling in KGV Dock had now been completed. OW advised that the airport was working through its annual performance report which would be submitted to London Borough of Newham on 01 June and published on the LCACC by the end of June 2020.

OW noted that the Airport's new Travel Plans had been approved by LBN and included ambitious targets to further increase the number of people getting to and from the airport by sustainable means. Key targets include 75% of passengers using sustainable transport to and from the airport by 2025 and less than 40% of LCY staff in single occupancy private car by 2025. OW advised that members were welcome to attend the Transport Forum subject to being added to the membership list.

9. AOB

Members asked about the progress with the digital aircraft control tower. TH advised that the tower was in testing with the final testing in the last quarter of 2020.

10. Next meetings

The next meeting of the LCACC will take place on 4 June 2020 at a location to be confirmed.

The Secretary will send out placeholders for the meetings in the coming weeks. Reminders will be sent closer to the meetings.

Please note all papers can be found electronically on the LCACC website which can be found at www.lcacc.org.