

## EDINBURGH AIRPORT NOISE ADVISORY BOARD

Note of Record – Forty First Meeting held on Wednesday 13<sup>th</sup> January 2021

By Webex

Commencing at 6.30pm

**Present:** Lindsay Cole (Chair)

Merv Archibald (MA), Blackness Area CC; Bruce Finlayson (BF), North Queensferry CC; Ray Flint (RF) Kinghorn CC; Sharon Gibson (SG), Pumpherston CC; Ray Godfree (RG), Ratho & District CC; Tom Leatherland (TL), Limekilns and Charleston CC; Neil Lovett (NL) East Calder CC; Pippa Plevin (PP), Joint Forum of Community Councils in West Lothian; Karen Walker (KW) Blackness Area CC; Andrew Watt (AW), Dalkeith & District CC & Midlothian Federation CC; Tom Wylie (TW) Cramond and Barnton CC.

**In attendance:** Mairi Finlayson (MF), North Queensferry CC

**Apologies:** Adam Cumming (AC) Cramond Association  
Vic Garrad (VC) Kirknewton CC  
Louise Gunstensen (LG), Dalgety Bay & Hillend CC  
June McClung (JMcC), EAL  
Simon Rhodes (SR) EAL

The Chair welcomed members to the meeting.

ITEM		ACTION
1	<p><b>Approval of Previous Minutes</b></p> <p>Approval of the minutes of the previous meeting held on 2 December 2020 was proposed by TL and seconded by MA.</p> <p>As a result of discussion raised on the availability to Members of audio/video recordings of meetings and the potential implications of GDPR as raised at EANRP meetings the Chair agreed to look further into the implications and discuss with the Chair of the review panel for clarification.</p> <p>It was noted for reference that Article 15 of the GDPR guidance for the UK addresses the recording aspect.</p>	<b>CHAIR 1</b>
2	<p><b>Matters Arising from previous meetings</b></p> <p>It was noted that the minutes of the previous meeting had not been issued to EAL in advance of this month's meeting and is to be arranged for future meetings. <b>Minutes were distributed for January's meeting and will be in future.</b></p>	<b>RG CLOSED</b>
2.1	<p><b>35.5.2</b></p> <p>It was agreed the Chair will contact Gordon Robertson tomorrow to clarify what he means in his press quotes. Noted a response from EAL is awaited. Further contact has been made with GR (EAL) and a</p>	

	<p>written note of a response is awaited. The Chair confirmed that GR was happy to make a presentation to the next meeting to cover the outstanding issues. It was queried what involvement ICCAN would have in the ongoing review of EANAB.</p> <p>Noted GR will attend February's meeting if possible given present Covid19 restrictions, to make a presentation to clarify and explain.</p> <p>It was noted CCAN may have a "light touch" involvement.</p> <p>Post meeting note: ICCAN is included in the stakeholder list for consultees.</p>	<p>CHAIR/EAL</p> <p>CHAIR/GR 2</p>
<p>2.2</p>	<p><b>35.7.3</b> It was noted a short letter has been drafted based on that which ICCAN produced regarding opportunities to reduce and mitigate noise while the aviation industry is reopening for forwarding to EAL and copy to ICCAN.</p> <p>Noted a letter was posted – date <b>yet</b> to be confirmed. No response as yet – letter passed on to others via Hannah Bardell MP.</p> <p>Noted no responses but this may be due to people at EAL and CAA still being on furlough. Note a further request for response to be made. Since no further formal response has been received from either body it is presumed that since EAL and the CAA have extended their furlough period, further details cannot be expected until Christmas at the earliest. To be confirmed directly with EAL/GR</p> <p>No response has been received from Hannah Bardell, the CAA or EAL following the letter sent to them all last year. Noted many staff in EAL are on furlough and the same is likely for CAA staff.</p>	<p>CHAIR</p> <p>ONGOING CHAIR 3</p>
<p>2.3</p>	<p><b>38.6 Updates from Sub-group</b></p> <p><b>38.6.5 Issues Log</b></p> <p>It was noted some tasks are harder to assign a timescale to and perhaps these could be assigned with stepwise stages or sequence and track as they are achieved however, target dates might be worth trying and groups try to at least provide best guesses and then review this in 3 to 6 month's time. Agreed that the document is very valuable. Potential re-formatting of the Issues Log in progress</p> <p>There has been some discussion amongst some Issue Champions via email with a suggestion that they have a meeting to discuss a rational format, timeframes and how to move forward. It was proposed and agreed with the Chair that the four 4 Champions involved so far form a <b>LOG</b> sub-group to continue with this.</p>	<p>ONGOING RG/ Issue Champions</p> <p>4</p> <p>BF/RG/AC/MA</p>
<p>2.4</p>	<p>Further to a request for a precise remit for the new sub-group it was generally agreed that the primary need is to define a management tool for the format of the log. A second objective would be to establish dates, responsibilities and steps needed but input from all SG Champions would be needed at this point.</p>	<p>LOG-SG/ Issue Champions 5</p>
<p>2.5</p>	<p><b>38.7 AOB</b></p> <p><b>Minutes Secretary</b></p> <p>It was agreed to check with GR for an indication on how long we may need to fund ourselves, whilst all were requested to approach their</p>	

	<p>Organisations and feedback either by email to RG or at the next meeting. No formal response has been received from EAL, however during conversation with EAL (GR) it has been made clear existing conditions will persist into the New Year with a further update agreed in February 2021.</p> <p>SR (EAL) offered the services of EAL to minute future meetings until the situation had been resolved. Concerns were raised that this could impact on the independence of the Board, although EANAB would maintain ultimate editing of any minutes. Following subsequent discussion and a proposal by the Chair the Board agreed to take the vote which recommended accepting EAL's offer to provide minute-taking services for a limited time for the next quarter (up to and including the March meeting) – For 11; Against 1; Abstained 1.</p> <p>Deferred until relevant EAL staff return from furlough</p>	<p>CHAIR/EAL</p> <p>ONGOING RG/LC ONGOING RG/CHAIR 6</p>
<p>2.6</p>	<p><b>39.3 Noise Board review update</b></p> <p>It was queried if EANAB members are to receive minutes or an overview of the review meetings, as it was understood by some members that this had been previously agreed with the Review Panel. The Chair agreed to raise this at the next meeting scheduled for the following week.</p> <p>As noted on an email to Members on 17<sup>th</sup> December 2020, minutes of EANRP meetings are, once approved, available to view on the EACC website.</p> <p>A previous request for a copy of the EANRP remit remains outstanding.</p>	<p>ONGOING ALL/AC</p> <p>CLOSED</p> <p>ONGOING PP 7</p>
<p>2.7</p>	<p><b>39.4 Funding for Minutes secretary</b></p> <p>It was proposed that:</p> <ol style="list-style-type: none"> <li>2. A draft letter be circulated for board approval addressed to MPs and MSPs (including Alex Cole Hamilton) exploring the potential for further funding. Draft circulated 22 November but no responses received to date. All members to forward responses to the Vice Chair as soon as possible. In the absence of the Vice Chair AC this action remains outstanding.</li> </ol>	<p>ONGOING EAL</p> <p>AC 8</p>
<p>2.8</p>	<p><b>39.5.5 Complaints</b></p> <p>It was noted that the new report template is welcome and is to be retained for the next quarter.</p> <p>EAL (JMcC) offered to provide further information on complaints and would like to tweak the format at the next opportunity if agreeable.</p> <p>EAL (JMcC) to collate charts and possibly add another category for night-time. It was noted a column in section 1.8 says zero complaints which implies some information is not being picked up a matter that should be investigated when EAL staff return from furlough in December.</p> <p>Deferred until EAL staff return from Furlough</p> <p>Deferred until EAL staff return from Furlough</p>	<p>ONGOING EAL/SR EAL/SR 9</p>

<p><b>2.9</b></p>	<p>It was noted that Edinburgh Airport Watch members have been complaining of night flights and a request for further information should be made to EAL if such data is not apparent within the present quarterly reports</p> <p>SR (EAL) offered to progress the above matters in JMcC's absence on furlough. Concerns were raised that the number of night flights appeared to be increasing. Information regarding the types of these flights, e.g., freight, was requested. Also feedback on the night flight charging scheme had been requested some months ago and was still outstanding. SR reported that there were records for all flights undertaken so he would look into this.</p> <p>Deferred until SR returns from furlough.</p>	<p>ONGOING SR/EAL SR/EAL 10</p>
<p><b>2.10</b></p>	<p><b>39.6 Review of issues log</b></p> <p>Continues to be a work in progress. Investigation is ongoing into formatting the log in time related bar chart form.</p> <p>New Issues Log SG to action formatting and Champions to input where relevant (can be discussed under SG section in future meetings)</p>	<p>RG/Issues Champions</p> <p>LOG-SG 11 Champions</p>
<p><b>2.11</b></p>	<p><b>39.7.1 Meeting Minutes</b></p> <p>Whilst thanking KW for continuing assistance in compiling minutes of meetings a request for further volunteers to assist in preparing minutes was made as other commitments with the Review Panel over the next few months may impact on the preparation of minutes of EANAB meetings. Whilst arrangements for minute taking are arranged until February as discussed under item 2.8 above, no response from volunteers coming forward to assist has been forthcoming and the request for volunteers remains outstanding.</p> <p>No further funds available from CCs. Please email RG if you can help.</p> <p style="text-align: center;">0-----0</p> <p>The Appendix of previous matters arising, previously attached to recent minutes listing all matters now deemed closed was also discussed.</p> <p>Arising from this appendix the following matters are deemed ongoing:</p>	<p>ALL/RG</p> <p>ALL/RG 12</p>
<p><b>2.13</b></p>	<p><b>30.6.3</b></p> <p>The Chair noted that the Planning and Noise report was received from RC of EACC and suggested this is dealt with by email outside of the meeting.</p> <p>Subsequent to contact with EACC will continue via email Janice Howgarth to report back once she has met with Robert Carr to get clarification.</p> <p>Ongoing.</p>	<p>Ongoing LC LC 13</p>
<p><b>2.14</b></p>	<p><b>32.7.3</b> It was noted that a document charting the process of determining design principles for the ACP appeared to conclude principles that in some cases ignored basic principles established in consultations. As an example, an intent of "No Change to Flightpaths" appears to be ignored in final conclusions</p> <p>Awaiting reactivation of ACP</p> <p>Awaiting reactivation of ACP</p>	<p>Ongoing ALL/CHAIR</p>

2.15	<p><b>40.3 EANRP update</b></p> <p>Board asked for the remit of the Review Panel to be circulated. It was noted that it was intended to issue information following the next Review Panel.</p> <p>It was agreed that the Board should continue with its normal activities, including developing the work plan for 2021 until the Review was completed.</p> <p>It was queried as to how much the Review would cost and how it was being funded. The Chair agreed to raise this at the next Review Panel meeting.</p> <p>In response to a query as to the extent of the proposed circulation of the questionnaire it was noted that the list of stakeholders was being drawn up from lists already held by EAL, community forums, EANAB, etc. The lists were being pulled together and checked for duplicates, missing organisations, etc. The Chair agreed it would also be useful for EANAB members to check the final stakeholders list to ensure no organisations had been missed and agreed to raise this with the Review Panel.</p> <p>The Chair stated he would keep the Board informed of the Review Panel's progress. He would put the questions raised above to the next meeting of the Review Panel and report back to the Board. The Chair also stated he would ask the Review Panel if the minutes of the meetings could be circulated to EANAB.</p> <p><b>This Item deemed CLOSED as covered in Section 3 of the Agenda all as noted below.</b></p>	ONGOING 14
2.16	<p><b>40.4 Minutes secretary funding outcome</b></p> <p>With regard to covering the agency costs for the December meeting, it was agreed that when the invoice was received it would be circulated to the 5 organisations that had offered financial support asking them each to pay 1/5 direct to the agency. This would then show an audit trail for each organisation.</p> <p><b>AW queried how to pay the company used last month for the minutes secretary as the invoice states BACS, but most CCs can only pay by cheque. TW confirmed that his CC sent a cheque as part payment required and there had not appeared to have been any issues.</b></p>	CLOSED  HP  CLOSED
2.17	<p><b>40.5 Updates from Sub Groups</b></p> <p><b>40.5.1 Aviation Consultancy Sub-Group</b></p> <p>Dates were awaited from EAL to meet to develop EAL/EANAB co-operation on the ACP and the benefits of flight profiling. SR agreed to get back as soon as he knew when JMcC would be off furlough and available, hopefully in December.</p>	SR (EAL) ONGOING 15
2.18	<p><b>40.5.2</b> SR also offered to try to obtain information regarding development sites under western flightpaths that had been held up</p>	

	due to JMcC being on furlough. RG to be copied into any response to MA.	SR (EAL) SR (EAL) 16
2.19	<b>40.5.2 Outer airways subgroup</b> AW agreed to contact SR to arrange a meeting to discuss the sub-group's involvement. To be discussed under SG section 5 of the agenda below	AW CLOSED
2.20	<b>40.5.3 ICCAN subgroup</b> It was noted that the ICCAN consultation closes on 18 December 2020. It was agreed that the Board should respond to the consultation and all members were asked to forward any comments to HP who would co-ordinate the Board's response.	ALL/HP CLOSED
2.21	It was further noted that the Department for Transport consultation on night flights and designated airports closes at the end of March 2021. It was agreed that the Board should respond particularly in relation to night flights.	ONGOING
2.22	It was agreed that the ICCAN sub-group would co-ordinate this response with input from the Health sub-group which was looking into the health implications of night flights.	ALL/AC 17 ICCAN SG ONGOING
2.23	<b>40.5.5 Health subgroup</b> An approach to a member of the Royal College of Physicians had been declined but resulted in another suggestion which is being followed up together with some possible contacts at Edinburgh University. A further letter has been sent to Christine Jardine. To be discussed under SG section 5 of the agenda below	AC CLOSED
2.24	<b>40.5.6 Complaints</b> As discussed under Item 2.8 above, this matter is ongoing.	EAL 18
2.25	<b>40.6 Review of issues log</b> As discussed under item 2.13 above, the review continues to be a work in progress. Investigation is ongoing into formatting the log in time related bar-chart form. Discussed under Item 2.10 above	ONGOING RG/Issues Champions CLOSED To be pursued by the LOG-SG
	<b>40.7 AOB</b>	
2.26	<b>40.7.1 Annual Review</b> The Board was asked to start thinking about the production of the Annual Review of the work of the Board in 2020. To be discussed in section 4 of the Agenda below	CLOSED
2.27	<b>40.7.2 Office Bearers</b> The Board was asked to give consideration to the appointment/re-appointment of Office Bearers in 2021. To be discussed in section 4 of the Agenda below	CLOSED
2.28	<b>40.7.3 Forward Plans</b>	

<p><b>2.29</b></p>	<p>As discussed earlier, it was felt important to start pulling together a work programme for 2021. It was agreed that members should submit suggestions to RG to pull together a list of bullet points for discussion at the January Board meeting. Incorporating these into the Issues Log with a time related framework would allow the Board to identify key issues, demands on time, etc.  <b>To be carried out by the ILSG &amp; Champions</b></p> <p>It was noted that review of matters arising has taken 1hr 10mins and could there be a quicker way to review these items?  Agreed that future minutes would try to summarise this section/group similar items/place outstanding issues under relevant sections for discussion/updates.  BF suggested that action creation dates are included in order to provide some sense of time for issues to be addressed.</p>	<p><b>ONGOING LOG-SG 19</b></p> <p><b>RG/KW 20</b></p>
<p><b>3</b></p> <p><b>3.1</b></p> <p><b>3.2</b></p>	<p><b>EANRP update</b></p> <p>There have been two meetings since the last meeting of EANAB and the work is coming to fruition though GDPR discussions have taken up a lot of time. Surveys were due to go out in January 2021 but there are some issues awaiting action from EAL.  Once finalised, the panel can move on to what else should they be looking at. The panel do plan to liaise with EANAB board members. It was noted that there are more than five hundred groups to be approached as stakeholders including various individual Councillors and Parliamentary Representatives, organisations, companies, and schools.  As CCs tend to meet once/month, the plan is to give stakeholders six weeks to respond with an interim reminder if required with a deadline at the end of March. The analysis of the material received back will then begin.  There has been some delay in confirming questions for the consultation and awaiting an EAL member of staff to return from furlough to sort out the privacy aspects. The next meeting is 26<sup>th</sup> January when it is hoped to agree to instigate circulation to all stakeholders.  It was confirmed with all EANAB attendees that all EANAB board members are happy for personal email addresses to be provided to EAL for dissemination of information from the panel.  Reassurance was requested that personal email addresses would be used for this purpose only and are not forwarded elsewhere by mistake. It was confirmed that it is for this reason EAL have been tasked with this and that a specific domain has been set up by their staff.</p> <p>It was noted that four previous actions remain outstanding regarding information previously requested by EANAB:</p> <ul style="list-style-type: none"> <li>● The remit of the panel – to be confirmed at the next panel meeting and issued.</li> <li>● Funding of the review panel – all costs (such as domain, email, and data analysis) will be absorbed by EAL. The review panel costs are otherwise zero.</li> <li>● The stakeholder list – considered not appropriate for distribution due to GDPR restraints. It was noted that individuals or organisations may have been overlooked. It</li> </ul>	<p><b>CHAIR 21</b></p>

	<p>was noted it would be useful for EANAB to check the list as requested at the previous EANAB meeting and it was agreed to take this reasonable request back to the next panel meeting. Further to some discussion it was flagged that that since the stakeholder list will ultimately be published publicly in the report, the board might at least receive a list of the stakeholders without email addresses as it was felt that the board could definitely help to identify any gaps.</p> <ul style="list-style-type: none"> <li>• Minutes of the review panel – these are now available on the EACC webpage per PP’s email of 17<sup>th</sup> December 2020.</li> </ul>	<p>PP 21</p>
<p>4</p>	<p><b>ANNUAL REVIEW OF EANAB OFFICE BEARERS</b></p> <p>Introducing this item, the Chair noted:</p> <ol style="list-style-type: none"> <li>1. Whilst it is good to review boards on a regular basis (e.g., every 2 or 3 years) it is not necessarily good practice to renew all appointments at once but stagger appointments instead.</li> <li>2. The independent chair post was filled by EAL and any changes would have to be approved by EAL.</li> <li>3. During the present review, the EANRP is considering looking at the format and style and subsequent recommendations may lead to a significant reconstruction of a larger noise board through the 2020s. Therefore, this would be the wrong timing for changing Office Bearers as the panel is likely to bring in new ideas and formats.</li> </ol> <p>It was noted that the EANAB ToR does say that annual appointments of office bearers should happen and that as the agreed calendar is Jan-Dec, we are due or should expect an AGM and that it is feasible for more than one appointment to change as happens on other boards.</p> <p>Several board members voiced their opinion that they would like to see the board at least try to comply with this and particularly since realistically the EANRP outcome might not be concluded until autumn 2021 though RC (the panel chair) does hope it will be sooner.</p> <p>However, it was noted that in considering a mechanism for dealing with complaints within the Code of Conduct (CoC) the Governance Sub-Group had also recognised at that time that there are other process mechanisms missing from the Terms of Reference (ToR). In relation to this and following discussion at a previous EANAB board meetings, it was agreed to shelve these inadequacies until the ongoing review of EANAB is complete and ensuing recommendation might be applied.</p> <p>It was noted that some members understood that it was only the complaint process that was to be addressed by the review panel which is not the case, and that if the ToR is definitely to be changed during the review, there is no point in changing it now, highlighting</p>	

<p>4.1</p>	<p>apparent confusion amongst Members over the remit of the review panel.</p> <p>Whilst others again flagged that the board should try to stick to the ToR regarding annual elections since even though the mechanism is not there, does not mean the Board should not address the mechanism to elect office bearers with a suggested simple system of nominations and votes. As it was not clear to Members whether the review panel will change the ToR/CoC, this issue is to be raised with the EANRP to get their thoughts and provide clarification to the Board.</p>	<p>CHAIR 22</p>
<p>5</p>	<p><b>Updates from Sub Groups</b></p> <p><b>5.1 Aviation Consultancy Sub-Group</b>  An email with notes from a meeting with EAL had been circulated to the Board today on 13<sup>th</sup> January. Although it is acknowledged that the Sub-Group will in the present circumstances have difficulty in accessing EAL staff, it is felt by the Sub-Group that the Board can still have a positive effect on noise.</p> <p>ERCD information is needed (presently waiting 6+months) in follow up to the To70 study. Now that differences in contour mapping have been identified, it is frustrating to know how the Board can move forward. The unknown information needed to let EANAB progress is tantalisingly close. There is a need to work out how best to move things along with EAL staff but Covid19 continues to obstruct progress.  It was highlighted that the Board has put in a tremendous amount of work on this issue.</p> <p>Contact had been made with the Gatwick noise board and established that because of that board's activities, there has been a 24% reduction of footprint in and around Gatwick. The Gatwick noise board has made 20 suggestions for studies since 2013 which have led to noise reduction.</p> <p>It was noted that the way in which the Gatwick noise board is now run is different when compared to four years ago and the changes are something for EANAB to possibly learn from.</p> <p>It was noted that EANRP plan to make contact with Heathrow, Amsterdam, Frankfurt, and Gatwick. There is possibly a way to lead to new legislation and bigger and better might be possible and the Chair feels we need to strive for a board that will benefit all and ideally be able to each say to our Community Councils that EANAB has identified a mechanism that will achieve a significant percentage reduction in noise profile.</p> <p><b>5.2 Outer airways subgroup</b>  A level of despondency for this sub-group was noted compared to the progress of the Aviation Consultancy SG.  The Sub Group is focused on greater use of the Forth and North Sea and better management of arrival patterns over Mid Lothian.</p>	

	<p>It was noted that three out of six flights the previous day over Dalkeith had followed a route suggested by the Group yet there had been no meaningful engagement with EAL regarding the suggested route and it was considered that EAL will continue to propose flight plans within the forthcoming ACP without due consideration of impacted Communities and meaningful engagement with EANAB at an early state of selection.</p> <p>It was noted that NATS are looking into use of the Forth, but it is felt that the Board will be led into choosing between their selected options of routes rather than showing any real concern to the communities.</p> <p><b>5.2.1</b> It was noted that the SG had asked if it could observe the early discussions on route plans and it is being considered.</p> <p>It was questioned whether the airport is just going to continue to ignore what EANAB suggests and it might be better for Members as individuals to go through our MPs and MSPs. Others on the Board agreed with this outlook.</p> <p>The Chair did query hypothetically whether we would be better placed if we had someone like Nicola Sturgeon (someone with power) supporting EANAB in engaging with EAL?</p> <p>It was agreed that this would be wonderful and success by harnessing political pressure to ban night flights over Frankfurt was cited as an example. It was flagged that to succeed, ICCAN is attempting to move towards a statutory status and Noise Boards might follow this path.</p> <p>There are examples such as the annual update on the Noise Action Plan that EAL have not delivered on.</p> <p>It was noted that whilst the Board can propose ideas, EAL can just say no.</p> <p>The Chair noted he is hoping wholeheartedly that the Review Panel will succeed in their efforts to make something of EANAB that is stronger and with a voice and political standing to do some good.</p> <p><b>5.3 ICCAN subgroup</b> No update available.</p> <p><b>5.4 Governance subgroup</b> No current activity to report.</p> <p><b>5.5 Other Groups</b></p> <p><b>Noise Complaints and Breaches:</b> Effectively in abeyance until EAL staff return from furlough.</p> <p><b>5.5.1 Health:</b> It was noted that a Sub-Group meeting is being planned for later in January and will include discussion/action on the presentation</p>	<p><b>EAL 23</b></p> <p><b>KW/</b></p>
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	that was to be put forward to Members that was proposed some months ago.	<b>Health S-G 24</b>
<b>6</b>	<b>Review of issues log</b>  As discussed under item 2.25 above	
<b>7</b>	<b>AOB</b>	
<b>7.1</b>	It was noted that the Night Noise Consultation closes in early March and though it is more in relation to airports down south, it may result in more traffic to Scotland and therefore it should be looked into by EANAB Members prior to the closure date believed to be in March.	<b>TL/ALL 25</b>
<b>7.2</b>	In relation to night flights, it was questioned whether EANAB might approach relevant politicians in relation to designation of EDI.  It was brought to the board's attention that EAL have appointed a Cargo Development Officer which is definitely viewed as a possible threat for increased for noise.  It was asked that the Night Flight issue be kept open with EAL and should continue to be pursued.	<b>TL 26</b>
	The Chair thanks attendees and the Meeting closed at 9.07pm	
<b>8</b>	<b>Date of Next Meeting</b> Subject to confirmation, the next meeting of the Board would be held on Wednesday 3 <sup>rd</sup> February 2021	