

Minutes of the meeting of the Edinburgh Airport Noise Review Panel (EANRP) on 9th February 2021

The meeting was held remotely via Microsoft Teams.

Attendees

Robert Carr, EACC Chair and Joint Convener of EANRP, **Cllr Kevin Lang** as EACC EANRP representative and Joint Convener of EANRP, **Janice Hogarth** as Secretary to the EACC (and minute taker for the EANRP), **Lindsay Cole**, the Chair of EANAB and member of EACC, and **Ray Godfree, Pippa Plevin & Bruce Finlayson** as EANAB EANRP representatives. **Gordon Robertson** as EAL Representative.

It had been agreed that Kevin would chair this meeting and Robert the following one.

Approval of Draft Minutes of meeting on 26th January 2021 and matters arising

The Minutes of the previous meeting of 26th January were approved together with the action points and there were no matters arising.

Distribution of consultation paper and survey and response challenges

Kevin reported that the consultation was now live and added that 7 responses had already been received. Bruce Finlayson commented that the original e mail had shown a link to the EANAB tab and this had since been removed. Robert Carr advised that he had made the amendment as he felt that it was difficult for the consultation to be coming from EANRP but that the links went to EANAB and so he had taken the decision to make the change.

Discussion followed over who should be able to respond to the consultation as Pippa Plevin commented that the email notification had only gone to those on the stakeholder list but that anyone could respond. Pippa was concerned about a lack of wider notification or knowledge about the consultation.

Kevin and Robert agreed that whilst the consultation email had initially gone to the stakeholders list as the group most likely interested in the work of the panel, it was in the interests of openness that anyone with an interest in the airport should have the opportunity for input. However, it was recognised that, given the consultation was open to all, more effort was needed to ensure it was more widely known.

It was agreed that consultation could be promoted via social media/websites etc and Gordon added that he would be able to do this utilising the airport channels.

(Action Gordon Robertson : to expand the consultation via social media channels and website)

Discussion followed on how to qualify and weight the responses received but it was clarified that some of this could be carried out via the various analysis options on survey monkey and the method and process could be agreed and reviewed prior to the consultation closing. The process would increase in importance depending on the volume of responses.

Pippa had advised on the solution to the issue of a person wanting to legitimately submit different responses because of different roles by clearing the cookies in their browser, as it keeps track of the IP of the device used, or by using a different device.

Ray Godfree commented that the follow up/chaser e mail may need to make it clear about the option of being able to pass on the consultation to others who may be interested in completing it. Hopefully, those who had been missed off the original e mail list would then be fully aware that the panel was happy to receive responses as a combined response or individual ones.

Initial questions and engagement process for Edinburgh Airport

Bruce had apologised prior to the meeting regarding the fact that he had been unable to complete the questions due to the recent death of a close friend but added that he would supply them by the end of the week. **(Action Bruce Finlayson : to forward a list of questions to the EANRP which would be asked to EAL.)**

Engagement process for questions for EANAB and how this should be done

Robert asked the members of EANAB that were present on the best way to engage with other members of EANAB. The possibility of interviews with Robert and Kevin (with Janice taking the minutes) seemed to be the best solution as the members of EANAB were expecting an interview process rather than questions.

Lindsay Cole advised the panel of a recent resignation from EANAB because of, in part, concerns over the current review. This underlined the need to treat all members of EANAB with proper respect as the panel undertook its work.

Kevin and Robert were quite happy to set aside the time to carry out the interviews which could be instead of, or as a follow up to initial survey responses. Gordon agreed that this was the right approach to shape the engagement with EANAB.

There was a comment that some members of EANAB may feel restrained in their responses due to the results being shared with other panel members and that some discussions may be needed to be held on a confidential basis.

Kevin will create an e mail to EANAB asking the board members how they would best like to engage with the panel. Individual members will then respond to Janice who will get their initial responses via the survey and will then arrange follow up interview with Robert and Kevin. **(Action Point : Kevin to create e mail to go to all EANAB members regarding the process of the survey)**

Bruce asked that one of the questions for the board members should be to ask them what change they would recommend.

The next meeting on the 23rd February would be to look at how the panel best analyse the results of the survey and the process that this would take. The decision would be made to consider how the data received should be processed.

Every panel member would have access to the data and this would most likely give the panel some early answers based on recurring themes. Survey Monkey has some good analysis tools built into it And these could be discussed further at the next meeting

AOCB

The next meeting would be on Tuesday 23rd February and chaired by Robert Carr