

February 2023

# London Luton Airport Expansion

Planning Inspectorate Scheme Ref: TR020001

Volume 6 Consultation Report

## **6.02 Appendix G 2022 Statutory Consultation Statement of Community Consultation**

Application Document Ref: TR020001/APP/6.02

Planning Act 2008

APFP Regulation: 5(2)(q)

**The Planning Act 2008**

**The Infrastructure Planning (Applications: Prescribed Forms and Procedure)  
Regulations 2009**

**London Luton Airport Expansion Development Consent  
Order 202x**

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**6.02 CONSULTATION REPORT**

**APPENDIX G: 2022 Statutory Consultation Statement  
of Community Consultation**

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<b>Regulation number:</b>	Regulation 5(2)(q)
<b>Planning Inspectorate Scheme Reference:</b>	TR020001
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<b>Author:</b>	Luton Rising

<b>Version</b>	<b>Date</b>	<b>Status of Version</b>
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# Contents

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## Appendix G

- G1 Draft Statement of Community Consultation and cover letter**
- G2 Note sent to local authorities responding to their comments on the Draft SoCC**
- G3 Addendum – responses to comments**
- G4 Published Statement of Community Consultation**

# Appendix G

## G1 Draft Statement of Community Consultation and cover letter

**SENT BY EMAIL**

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LU1 2BQ

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LU2 0LA

T: ██████████  
E: ██████████@luton.gov.uk  
W: ██████████

6 August 2021

Dear Mr ██████████,

**Future LuToN: Consultation on Statement of Community Consultation under Section 47(2) of the Planning Act 2008**

As you may be aware, we (London Luton Airport Limited) intend to submit an application for development consent for permission to construct a new terminal and associated infrastructure to increase the capacity of London Luton Airport, in terms of the number of flights and passengers it can handle.

In autumn 2019, we held a statutory consultation on our proposals in accordance with the requirements of the Planning Act 2008 (the Act). Following a project review, we have identified some changes to the proposals and are planning to hold a second statutory consultation on the scheme as a whole in January 2022.

Ahead of this second statutory consultation, in compliance with Section 47 of the Act, we will publish a Statement of Community Consultation (SoCC) which will set out how we intend to carry out the consultation. Under Section 47, we are required to formally consult with host local authorities on this draft SoCC before it is published. As the nature of airport expansion proposals generates issues of more than a local significance, including economic impact, noise and surface access, we are also consulting a wider group of neighbouring local authorities on this draft SoCC.

Please find enclosed the draft SoCC for formal consultation. Section 47(3) of the Act stipulates that the period of consultation should be 28 days beginning the day after you receive this letter. However, we want to ensure you have as much time as possible to consider the draft, so are extending the consultation period by two weeks.

**We will accept responses to the consultation received before 5:00pm on Friday 17 September 2021.**

Once we have received your response to the consultation, we will have regard to your comments when finalising the SoCC before it is published. We will also inform you as to how we had regard to your response.

We look forward to receiving your response to this consultation and would be grateful if you could acknowledge receipt of the SoCC via email at: [futurelutonengagement@aecom.com](mailto:futurelutonengagement@aecom.com).

Yours sincerely,



Chief Executive  
London Luton Airport Ltd



# Future LuToN

## Statement of Community Consultation (SoCC)

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Statutory Consultation – January 2022

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# Contents

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Page

<b>1</b>	<b>Introduction</b>	<b>1</b>
1.1	About this document	1
1.2	About us	1
1.3	Consultation to date	2
1.4	Project description	3
1.5	Changes to our proposals and updated supporting information	4
1.6	Green Managed Growth	5
<b>2</b>	<b>The Planning process</b>	<b>6</b>
2.1	Development Consent Orders and the Planning Act 2008	6
2.2	EIA development	7
<b>3</b>	<b>Statutory consultation</b>	<b>9</b>
3.1	Overview	9
3.2	Statutory consultation documents	9
3.3	Consultation events	11
<b>4</b>	<b>Publicising the consultation</b>	<b>14</b>
4.1	Website	14
4.2	Email	14
4.3	Public notices	14
4.4	Media	15
4.5	Posters	15
4.6	Online and social media	16
4.7	Paid-for media adverts	16
4.8	Parish and district council websites, newsletters, and noticeboards	16
4.9	Newsletter	16
4.10	Letters and USB drives to statutory consultees	17
4.11	Letters to newly identified statutory consultees	17
<b>5</b>	<b>Engagement</b>	<b>18</b>
5.1	Local authorities	18
5.2	Elected members	18
5.3	Businesses	18
5.4	Hard-to-reach groups	18
<b>6</b>	<b>Next steps</b>	<b>20</b>
6.1	Responding to the consultation	20
6.2	Consultation Report	20

6.3	GDPR and privacy	21
6.4	Contact details	21
6.5	Further consultation	22
<b>Appendix 1 – Event locations</b>		<b>23</b>
<b>Appendix 2 – Newsletter distribution areas</b>		<b>24</b>

Draft

# 1 INTRODUCTION

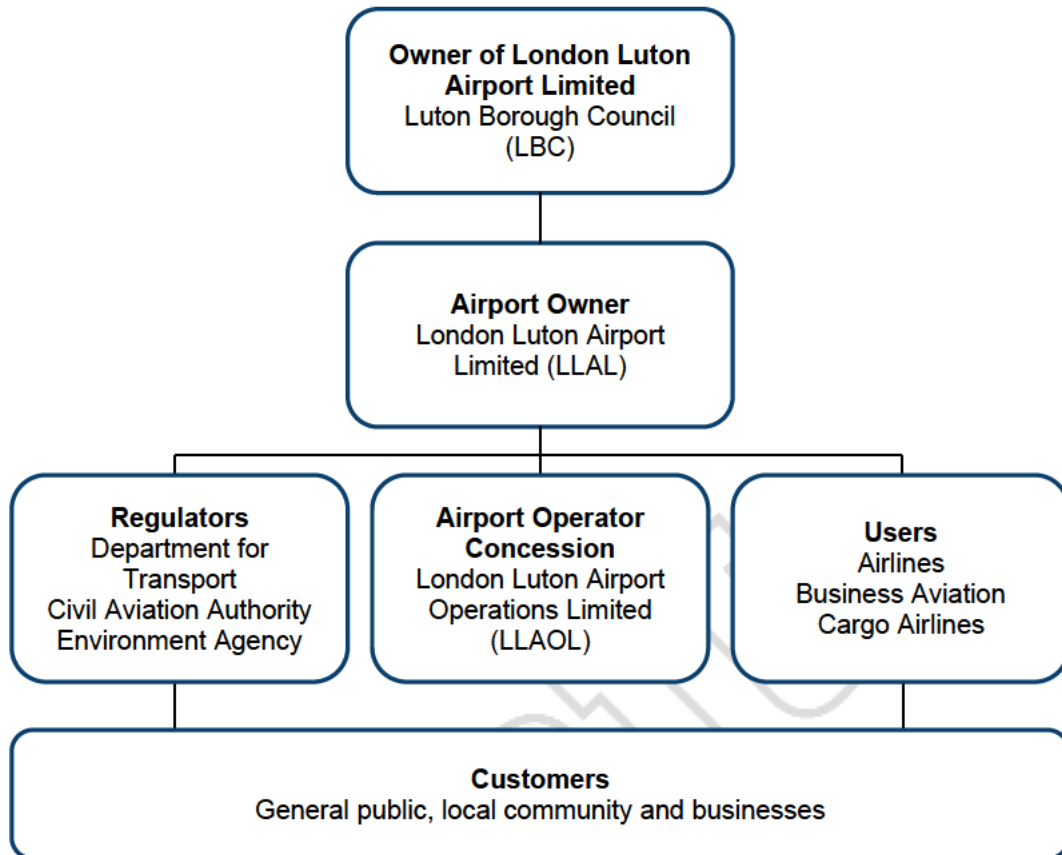
## 1.1 About this document

- 1.1.1 Future LuToN is our proposal for making best use of the existing runway at London Luton Airport (LTN). We are proposing to do this by constructing a new terminal and associated infrastructure to increase the capacity of the airport, in terms of the number of flights and passengers it can handle.
- 1.1.2 A project of this nature and scale is classified as a Nationally Significant Infrastructure Project (NSIP) under the Planning Act 2008 (the Act). We therefore need to submit an application for development consent to the Planning Inspectorate for its acceptance and examination before the Secretary of State for the Department for Transport can approve the project by granting a Development Consent Order (DCO).
- 1.1.3 London Luton Airport Limited (LLAL), owner of LTN, has prepared this Statement of Community Consultation (SoCC) under Section 47 of the Act. This SoCC sets out our approach to consulting the local community as part of a second statutory consultation on the scheme. This consultation will take place between 18 January and 14 March 2022.
- 1.1.4 Following a review of the project, we have identified some key changes to our proposals (set out in section 1.5 of this document). This review considered feedback received as part of the statutory consultation that took place in autumn 2019 and the evolving context for the project, including Covid-19 and the ongoing impacts of climate change.
- 1.1.5 We have updated our supporting information to reflect the changes and have adopted a new, more sustainable approach to managing future expansion, Green Managed Growth (GMG). This consultation seeks views on the scheme in its entirety, but we will highlight the changes made since the previous statutory consultation in 2019 to ease people's understanding of the revised scheme.
- 1.1.6 The SoCC we published for the first statutory consultation in 2019 was prepared in consultation with the relevant host local authorities for the project under Section 43(1) of the Act. The consultation on the 2019 draft SoCC took place between 13 June and 17 July 2019.
- 1.1.7 This SoCC is specific to the second statutory consultation taking place in early 2022 and includes measures to address potential restrictions regarding Covid-19 and updated regulations from the Planning Inspectorate. It is also in line with our updated approach to operating in as sustainable a manner as we are able to.

## 1.2 About us

- 1.2.1 LLAL is the owner of LTN. Our company is, in turn, wholly owned by Luton Borough Council. As such, LTN is unique in that it is the only major UK airport that remains wholly publicly-owned. The airport is operated under a concession agreement (currently until 2032) by London Luton Airport Operations Limited (LLAOL).

1.2.2 The following chart represents our relationship with key stakeholders.



### 1.3 Consultation to date

#### Summer 2018

1.3.1 In summer 2018, we held a non-statutory consultation on a shortlist of options for expanding LTN which had been identified from our initial technical appraisals. We also asked for views on the main issues that we should address when seeking to expand the airport.

1.3.2 We received 892 responses to this consultation. All responses were carefully considered and helped us to identify a preferred option to take forward. We also received a wealth of useful information about the support for, and concerns related to, airport development and how these concerns might be addressed.

1.3.3 A full account of how we carried out this consultation, and the results, can be found in the report entitled Non-Statutory Consultation Feedback Report, February 2019, which is available on our website [TBC]. The reports which document the technical work we undertook to support the summer 2018 consultation process are also available on our website.

#### Autumn 2019

1.3.4 In autumn 2019, we held a statutory consultation on our detailed proposals for the project. This included information about our plans for a new terminal and updated airfield, access and transport improvements, and replacement open

space, in addition to details of how we would manage and mitigate the likely effects of the airport expansion.

1.3.5 We have reviewed and considered the 3,501 responses received during the first statutory consultation and will publish a feedback report at the launch of the second statutory consultation to summarise the key themes raised.

## 1.4 Project description

1.4.1 The project aims to build on the current operational airport with the construction of a new passenger terminal and additional aircraft stands on land to the north east of the runway. This will take the overall passenger capacity from 18 mppa (million passengers per annum) to 32 mppa.<sup>1</sup>

1.4.2 In addition to the above and to support the initial increase in demand, the existing infrastructure and supporting facilities will be improved in line with the phased growth in capacity of the airport.

1.4.3 The main elements of the project include the following:

- Reconfiguration and improvement of the existing passenger terminal (Terminal 1);
- New passenger terminal building (Terminal 2) and boarding piers;
- Earthworks to create an extension to the current airfield platform, all of which is generated on site;
- Airside facilities including new taxiways and aprons, together with relocated engine run-up bay and fire training facility;
- Landside facilities including airport associated support buildings such as operations, logistics, energy centre and service yards;
- Enhancement of the existing surface access network, including a new dual carriageway road from the A1081 to the new passenger terminal along with the provision of forecourt and car parking facilities;
- Extension of the Direct Air-Rail Transit (DART) with a station serving the new passenger terminal;
- Landscaping and ecology improvements, including the replacement of existing and planned public open space and amenities; and
- Further infrastructure enhancements and initiatives to support our goal of a zero carbon airport by 2040, with carbon neutral commitments being delivered sooner including facilities for greater public transport usage, improved thermal efficiency, electric vehicle charging, on-site energy generation and storage, new aircraft fuel pipeline connection and storage facilities, and sustainable surface and foul water management installations. This new terminal would be used alongside the existing terminal and its associated stands, allowing the

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<sup>1</sup> Please be aware that this project (including its proposals, supporting information and statutory consultation) is independent of the planning application by LLAOL which seeks permission to increase the capacity of the airport from 18 mppa to 19 mppa. Details of LLAOL's planning application can be found at [www.eplan.luton.gov.uk](http://www.eplan.luton.gov.uk) by entering the following reference number: 21/00031/VARCON

expansion to be phased over time to match demand and growth. This approach would also minimise disruption to the operation of the airport during construction.

1.4.4 Our application for development consent will include replacement parkland and public open space to compensate for the area of existing parkland into which the airport would expand. This area will be larger than the existing area of parkland.

1.4.5 We recognise that any airport has impacts as well as benefits, and the feedback from our summer 2018 and autumn 2019 consultations has helped us to understand the effects that local people are most concerned about. We are committed to working with our partners, airlines, local communities, statutory bodies, and the government, to avoid, reduce, and mitigate potential adverse impacts.

## 1.5 Changes to our proposals and updated supporting information

1.5.1 Following a review of the project, we have identified some key changes to our proposals. This review considered feedback received as part of the statutory consultation that took place in autumn 2019 and the evolving context for the project, including Covid-19 and the ongoing impacts of climate change.

1.5.2 The changes include:

- Inclusion of the entirety of the new road providing access to the east of the airport (previously referred to as the Century Park Access Road) as part of our application for development consent, which changes the development boundary for the application.
- A range of sustainability design measures, including additional solar energy production and water efficiency measures.
- Improvements at Wigmore Valley Park, including protecting the Romano-British structure, retaining a geological ridgeline area for visual screening, tree and biodiversity preservation, and expanding and realigning the public open space for better connectivity with the retained parts of the existing park.
- Reducing the size of the platform needed to bring the expanded airport level with the runway, meaning a reduction in earthworks (engineering works involving moving and excavating earth).
- Reconfiguring taxiways, reducing aircraft parking stands, and re-positioning the engine run up bay with noise barriers.
- Reducing the footprint of the car parking.
- Increasing the capacity of Terminal 1 in the interim (upon completion of the first phase of construction) to 21.5 mppa, which will reduce to 20 mppa upon the opening of Terminal 2.

1.5.3 We will also share the following updated supporting information as part of the consultation:

- A new Preliminary Environmental Impact Report (PEIR) to include any new or different impacts as a result of the changes.

- Updated demand forecasts and phasing for the project.
- An updated approach to community benefits and compensation proposals.
- A more detailed strategy for employment, training and skills.

## **1.6 Green Managed Growth**

1.6.1 In addition to these changes, the consultation will also seek views on our new GMG approach to managing future expansion.

1.6.2 GMG aims to make LTN the first airport in the UK to place sustainability at the core of the operational proposition. It will recognise the environmental impacts of growth on at least an equal footing as commercial and economic drivers.

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## 2 THE PLANNING PROCESS

### 2.1 Development Consent Orders and the Planning Act 2008

2.1.1 As we are intending to seek consent for an airport-related development that would expand the existing permitted capacity of LTN by over 10 mppa, the project meets the threshold for an NSIP for the purposes of the Act. As such, we must apply to the Secretary of State for Transport for a DCO and gain consent before we can start work on the expansion.

2.1.2 Applications for development consent are examined by the Planning Inspectorate (PINS) on behalf of the Secretary of State, rather than the local planning authority. Following this second statutory consultation, we aim to submit our application for development consent in late summer 2022.

2.1.3 Under the Act, we are required to consult on our proposals before submitting our application. Feedback from this consultation will be recorded and carefully considered when finalising our proposals.

2.1.4 As part of the DCO process, we must satisfy PINS that our pre-application consultation has been carried out adequately and fulfils all of the statutory criteria, including the duty to publicise and the duty to have regard to responses received as part of the consultation. This will be presented in a Consultation Report submitted as part of our application for development consent.

2.1.5 This document sets out how we will carry out our community consultation under Section 47 of the Act.

2.1.6 In accordance with Section 47(2) of the Act, this document has been prepared in consultation with the following “host” local authorities. Section 43(1) of the Act defines “host” authorities as those authorities for the area within which the land for the proposed development is located, which are:

- Luton Borough Council
- North Hertfordshire District Council
- Central Bedfordshire Council
- Hertfordshire County Council

2.1.7 The consultation with local host authorities on this draft SoCC took place between 6 August and 17 September 2021.

2.1.8 As the nature of airport expansion proposals generate issues of more than a local significance, including economic impact, noise, and surface access, we have also consulted with a wider group of local authorities on the draft version of this SoCC, including:

- Barnet Council
- Bedford Borough Council
- Buckinghamshire Council
- Cambridgeshire County Council



- Dacorum Borough Council
- East Hertfordshire District Council
- Enfield Council
- Essex County Council
- Harrow Council
- Hillingdon Council
- Huntingdonshire District Council
- Milton Keynes Council
- South Cambridgeshire District Council
- St Albans City & District Council
- Stevenage Borough Council
- Uttlesford District Council
- Welwyn Hatfield Borough Council

2.1.9 The approach to consultation outlined in this document takes into account comments received from these local authorities.

2.1.10 We will also be conducting statutory consultation under Sections 42 and 48 of the Act concurrently with our community consultation under Section 47. Consultation activities under Sections 42 and 48, with local authorities and other statutory consultees, will be addressed separately from this SoCC.

2.1.11 In addition to having their views on the scheme considered as part of our consultation, anyone will also be able to register and make representations to PINS once our application has been submitted.

2.1.12 You can read more about the DCO process on our website [TBC] or on the Planning Inspectorate website ([infrastructure.planninginspectorate.gov.uk](https://infrastructure.planninginspectorate.gov.uk)).

2.1.13 To find out more, you can also call us on [TBC] (phonenumber open Monday to Friday from 9am until 5pm, please leave a message if necessary).

## 2.2 EIA development

2.2.1 Our project will also require an Environmental Impact Assessment (EIA), as defined by the Infrastructure Planning (Environmental Impact Assessment) Regulations 2017 (the 2017 Regulations).

2.2.2 An EIA is therefore being carried out so that the likely significant effects of the proposals on the environment are properly understood and to identify the necessary mitigation measures.

2.2.3 As part of the EIA, we will submit an Environmental Statement to PINS. The Environmental Statement will describe the likely significant effects identified by the assessment. We have also obtained an opinion on the scope of the EIA (a scoping opinion) from PINS. This scoping opinion is available in the document library on our project website [TBC]. We consider that the changes made to the

scheme are not of sufficient magnitude to require us to seek an update from PINS to the scoping opinion previously used.

- 2.2.4 In addition to the EIA, and in accordance with regulation 12 of the 2017 Regulations, a PEIR was produced as part of the first statutory consultation in autumn 2019.
- 2.2.5 For this second statutory consultation, we are producing a new PEIR to provide a preliminary assessment of the likely significant environmental effects of the scheme as a whole, including the changes introduced since 2019.

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### 3 STATUTORY CONSULTATION

#### 3.1 Overview

- 3.1.1 Our second statutory consultation will run between 18 January and 14 March 2022.
- 3.1.2 This consultation will be an opportunity for people to share their views on the scheme as a whole, including the changes made to our proposals since the previous statutory consultation in autumn 2019. We will consider the feedback received as part of this consultation as we finalise our proposals, ahead of submitting our application for development consent.
- 3.1.3 We are committed to open and honest engagement, so it will be made clear that this is a consultation on the proposals that we intend to submit to PINS as part of our application for development consent, as well as how we will avoid and mitigate any impacts. Our proposals are subject to change ahead of our application following the feedback we receive as part of this consultation.

#### 3.2 Statutory consultation documents

- 3.2.1 In recognition of our commitment to sustainability and the potential challenges surrounding Covid-19, we will be taking a 'digital first' approach to the consultation.
- 3.2.2 All documentation for the consultation will be available to download free of charge from our project website [TBC] and will be available on a USB drive on request by emailing us at [TBC] or calling [TBC] (phonenumber open Monday to Friday from 9am until 5pm, please leave a message if necessary).
- 3.2.3 This approach is in line with the 2020 update to the Infrastructure Planning (Applications: Prescribed Forms and Procedure) Regulations 2009 (as amended).
- 3.2.4 We would encourage people to access the materials via our website wherever possible. However, we will make printed copies of each consultation document available to inspect at the following venues for those who are not able to access the internet at home. We will also provide a limited number of USB drives containing the consultation materials for people to take away.

Document inspection venue	Opening hours (correct at the time of publication)
Dunstable Library* The Dunstable Centre, Court Drive, Dunstable LU5 4JD	Tuesdays & Thursdays: 15:00 – 20:00; Wednesdays: 10:00 – 15:00; Fridays: 10:00 – 14:00; Mondays, Saturdays & Sundays: closed
Harpenden Library* 27 High Street, Harpenden AL5 2RU	Mondays: 9:00 – 18:00; Tuesdays & Fridays: 13:00 – 18:00; Thursdays: 9:00 – 19:00; Saturdays: 9:00 – 17:00; Wednesdays & Sundays: closed

Hertfordshire County Council Offices County Hall, Pegs Lane, Hertford SG13 8DQ	Mondays to Fridays: 08:00 – 18:00; Saturdays & Sundays: closed
Hitchin Library* Paynes Park, Hitchin SG5 1EW	Mondays: 13:00 – 18:00; Tuesdays: 10:00 – 19:00; Thursdays & Fridays: 10:00 – 18:00; Saturdays: 10:00 – 17:00; Wednesdays & Sundays: closed
Leighton Buzzard Library* Lake Street, Leighton Buzzard LU7 1RX	Tuesdays to Fridays: 9:00 – 18:00; Saturdays: 9:00 – 16:00; Mondays & Sundays: closed
Luton Central Library* St George's Square, Luton LU1 2NG	Mondays: 9:00 – 17:00; Tuesdays to Thursdays: 9:00 – 18:00; Fridays: 9:00 – 17:00; Sundays: closed
North Hertfordshire District Council Offices Gernon Road, Letchworth Garden City SG6 3JF	Mondays to Fridays: 08:00 – 17:00; Saturdays & Sundays: closed
Stevenage Central Library* Southgate, Stevenage SG1 1HD	Mondays: 10:00 – 19:00; Tuesdays to Fridays: 10:00 – 18:00; Saturdays: 10:00 – 17:00; Sundays: 12:00 – 16:00
Stopsley Library* 598 Hitchin Road, Luton LU2 7UN	Mondays, Tuesdays, Thursdays & Fridays: 09:00 – 17:00; Wednesdays: 13:00 – 18:00; Saturdays: 09:30 – 13:00; Sundays: closed
Wendover Community Library* High Street, Wendover HP22 6DU	Tuesdays: 09:30 – 18:30; Thursdays & Fridays: 09:30 – 17:00; Saturdays: 09:30 – 16:00; Mondays, Wednesdays & Sundays: closed

- 3.2.5 Those venues marked with an asterisk offer free computer or internet access for those who would like to access the documents online but cannot do so from home. Please note that some venues require a computer to be booked in advance by contacting the venue.
- 3.2.6 Printed and alternative format copies of the consultation brochure and response form will be available on request by emailing us at [TBC] or calling [TBC] (phonenumber open Monday to Friday from 9am until 5pm).
- 3.2.7 The full suite of printed consultation documents as listed below will also be made available, however printing and postage costs may apply. All document requests will be limited to one per household or organisation. Requests can be made using the contact details above.

### 3.2.8 Documents to be made available during this consultation will include:

- Statement of Community Consultation
- Consultation Brochure
- Consultation Response Form
- Consultation Summary & FAQ Booklet
- Consultation Event Boards
- PEIR
- Employment and Training Strategy
- Need Case
- Compensation Proposals
- Surface Access Strategy Report
- Approach to GMG
- Sustainability Statement
- Scheme Development and Construction Report
- 2019 Statutory Consultation Feedback Report

3.2.9 All previously published documents will remain accessible on our website **[TBC]**, including materials from the non-statutory summer 2018 consultation and the statutory autumn 2019 consultation.

## 3.3 Consultation events

3.3.1 In line with our digital first approach, we will be running a virtual exhibition that is accessible online via our website **[TBC]** throughout the consultation period at any time of day or night.

3.3.2 Visitors to the website will be able to move around a virtual room to read consultation boards and download copies of consultation materials. This will enable people to access the same information as they would at a face-to-face event without needing to leave home.

3.3.3 People will be able to submit questions to the project team as they move around the virtual room. We will aim to respond to enquiries via email within 5 working days. If we receive significantly more enquiries than we anticipate and need to amend this timescale, we will provide an updated response time on our website.

3.3.4 People will also be able to request a call back from a member of the project team either by telephone or through MS Teams. Those requesting a call back will be asked to provide a summary of their questions to ensure that the most appropriate member of the team is available to contact them.

3.3.5 There was a high rate of attendance at the face-to-face events for the first statutory consultation in autumn 2019. We recognise that there is a strong public interest in the project and that face-to-face events are beneficial in helping people to understand the proposals.

3.3.6 On the expectation that Covid-19 restrictions will no longer be in place in January 2022, we are planning to hold 13 face-to-face events at the following venues.

Town / village	Venue address	Date	Time
Luton	Wigmore Church & Community Centre, Crawley Green Road, Luton LU2 9TE	Saturday 22 January	10:30 – 15:00
St Albans	Jubilee Centre, Catherine Street, St Albans AL3 5BU	Monday 24 January	15:00 – 20:00
Hitchin	Hitchin Town Hall, Brand Street, Hitchin SG5 1HX	Thursday 27 January	15:30 – 20:30
Tring	Victoria Hall, Akeman Street, Tring HP23 6AA	Saturday 29 January	10:30 – 15:00
Whitwell, Herts	Whitwell New Fellowship Hall, 9 Bendish Lane, Whitwell SG4 8HT	Saturday 5 February	10:30 – 15:00
Harpenden	Eric Morecambe Centre, Rothamsted Park, Harpenden AL5 2HU	Friday 11 February	15:00 – 20:00
Luton	Stockwood Park Academy, Rotheram Avenue, Luton LU 5PP	Tuesday 15 February	15:00 – 20:00
Markyate, Herts	Markyate Village Hall, Cavendish Road, St Albans AL3 8PS	Wednesday 16 February	15:00 – 20:00
Stevenage	Stevenage Arts and Leisure Centre, Lytton Way, Stevenage SG1 1LZ	Friday 18 February	15:00 – 20:00
Breachwood Green, Herts	Breachwood Green Village Hall, Chapel Road, Breachwood Green SG4 8NX	Monday 21 February	15:00 – 20:00
Leighton Buzzard	Leighton Town Football Club, Bell Close, Lake Street, Leighton Buzzard LU7 1RX	Wednesday 23 February	15:00 – 20:00
Pitstone, Bucks	Pitstone Memorial Hall, Vicarage Road, Pitstone LU7 9EY	Friday 25 February	15:00 – 20:00

Slip End, Beds	Slip End Village Hall, The Cross Roads, Markyate Road, Slip End LU1 4BJ	Saturday 5 March	10:30 – 15:00
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- 3.3.7 Please be aware that the venues listed have been provisionally booked, but are subject to change following an in-person venue suitability check and formal confirmation of booking by the venues. If any of these venues become unavailable due to unforeseeable circumstances, we will endeavour to find suitable alternatives in the area.
- 3.3.8 The events will have a drop-in format to provide flexibility for attendees. However, we will encourage people to attend outside of peak times (e.g. before 5pm on weekdays) where possible. We will carry out a Covid-19 risk assessment for all venues and there may be measures in place, such as a queueing system for times where a venue exceeds capacity.
- 3.3.9 A map showing the locations of the consultation events can be found in Appendix 1.
- 3.3.10 Consultation boards will be displayed at the events to present information about the scheme, including maps and images where appropriate. Printed copies of all consultation documents will also be available to inspect.
- 3.3.11 Printed copies of the consultation brochure and response form will be available for people to take away. People will be able to complete and return the consultation response form at the events or take it away and return it via Freepost (no stamp required) to **[TBC]**.
- 3.3.12 We will closely monitor the Covid-19 situation in the lead up to the events and will take a risk assessed approach to ensure the safety of attendees and staff as a priority.
- 3.3.13 In the event that there are restrictions in place at this time, but face-to-face events are still able to go ahead, we will look at measures to maintain the safety of visitors and staff. This could include a booking system to allocate time slots for people or households to ensure that the venues do not reach overcapacity. All consultation materials will be available free of charge on our website and via USB drives on request.
- 3.3.14 If it is not possible to hold face-to-face events due to Covid-19 restrictions, we will consider alternative ways for people to speak with the project team. This could include an increased number of telephone appointments or holding live chat sessions within the virtual exhibition. Any changes to our events will be published on the project website.
- 3.3.15 Throughout the consultation, people will also be able to send in questions about the project and request further information by emailing the project team at **[TBC]**.

## 4 PUBLICISING THE CONSULTATION

We have identified a number of ways to publicise the statutory consultation to ensure stakeholders have a good opportunity to engage with our proposals. These are outlined below.

### 4.1 Website

4.1.1 All consultation materials will be made available online free of charge on the project website [TBC].

4.1.2 Visitors to the website will be able to read all documentation online and submit their consultation response via the website. Alternatively, they will be able to download the documents and response form to return via Freepost (no stamp required) to [TBC].

### 4.2 Email

4.2.1 Where appropriate, we will send emails (including relevant links) to stakeholders, including businesses, interest groups, and individuals who took part in the first statutory consultation in autumn 2019 and indicated that they would like to be contacted with project updates.

### 4.3 Public notices

4.3.1 We will comply with Sections 47 and 48 of the Act by publishing statutory notices in newspapers at the start of the consultation period. These notices will provide details about the consultation, including the duration of the consultation period and where consultation documents can be inspected free of charge at document inspection venues, as well as on our website.

4.3.2 These notices will be placed in the following newspapers:

- The Times
- The London Gazette
- Barnet Borough Times
- Biggleswade Chronicle
- Bucks Free Press
- Bucks Herald
- Cambridge News
- Dunstable Gazette
- Hemel Hempstead Gazette
- Hertfordshire Mercury
- Herts Advertiser
- Hitchin Comet
- Hunts Post



- Leighton Buzzard Observer
- Letchworth Comet
- Luton Herald & Post
- Luton News
- Milton Keynes Citizen
- Royston Crow
- Stevenage Comet
- Welwyn & Hatfield Times
- Watford Observer

4.3.3 Should any of these newspapers not be available in print format due to Covid-19, adverts will be placed in the online version where available.

## 4.4 Media

4.4.1 We will provide information about the consultation in national and local newspapers as above.

4.4.2 We will also share press releases with journalists and facilitate coverage in national and local media – print, radio, and television. We will aim to use this media engagement to raise awareness of the consultation process and how stakeholders can have their say.

## 4.5 Posters

4.5.1 We will distribute posters with details about the project, consultation events and how stakeholders can respond to the consultation. Posters will also include a QR code to enable people to quickly access the website via their smartphones.

4.5.2 We will share copies of the poster with venues in the surrounding local authority areas and request that they are posted on noticeboards and in public spaces to help advertise our consultation. These venues will include:

- Local libraries
- Community centres
- Colleges
- Places of worship
- Venues where our events will be held
- The airport
- Parish councils (as identified within the local host authorities)
- Local/district/county councils

## **4.6 Online and social media**

4.6.1 We will promote the consultation using various social media channels, including Twitter and Facebook.

4.6.2 The posts will include details of the project and will encourage users to visit the project website to find out more and provide their feedback. They will also share details of the virtual and face-to-face events.

4.6.3 We will also liaise with the host local authorities to encourage them to use their own social media channels to promote the consultation.

## **4.7 Paid-for media adverts**

4.7.1 In addition to our social media posts, we will use geographically targeted advertising on social media, including Twitter and Facebook, to encourage stakeholders to visit the project website and provide feedback.

4.7.2 We will also place advertisements in local printed and digital newspapers.

## **4.8 Parish and district council websites, newsletters, and noticeboards**

4.8.1 We will submit information to statutory parish councils and host local authorities to include in their newsletters and request that they also use their websites to publicise links to the project website.

4.8.2 Where parish councils allow advertisements in their newsletters, we will also seek space for advertisements to promote the consultation, events, and to direct stakeholders to the website. We will send packs of posters to each parish council to put on their local noticeboards.

## **4.9 Newsletter**

4.9.1 We will send out a newsletter to properties within the same mailing area used during the 2019 statutory consultation. The newsletter will provide details about the consultation, including how to respond and details of the events. For a map of the distribution area for the newsletter, please see Appendix 2.

4.9.2 In addition to these areas, we will also send copies of the newsletter to a range of organisations, including:

- Local libraries
- Community centres
- Places of worship
- Venues where our events will be held
- Parish councils
- District, unitary, and county councils
- Contacts identified that work with or can reach out to hard-to-reach groups

## **4.10 Letters and USB drives to statutory consultees**

- 4.10.1 We will carry out consultation under Section 42 of the Act at the same time as we conduct consultation as required by Section 47. Accordingly, statutory consultees as defined by Section 42 will receive consultation letters at the outset of the consultation period.
- 4.10.2 Enclosed within the letters will be a USB drive containing the consultation documents.

## **4.11 Letters to newly identified statutory consultees**

- 4.11.1 Additional Section 42(d) consultees may be identified as a result of the changes to the project. Newly identified consultees as defined by Section 44 will receive consultation letters at the outset of the consultation period.

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## 5 ENGAGEMENT

In addition to the consultation events and methods of promotion outlined above, we also want to ensure that details of the consultation are shared more widely to engage further with particular communities.

### 5.1 Local authorities

5.1.1 We will offer briefings to the relevant officers and elected members at host local authorities and statutory parish councils ahead of the consultation launch.

5.1.2 We will also work with local authorities to ensure that they have the correct information about the project and consultation. We will help them to advertise and promote the consultation effectively for their residents if they choose to do so, such as providing print and digital information (e.g. for use in newsletters), and through their customer contact centres.

### 5.2 Elected members

5.2.1 We will offer briefings to Members of Parliament and councillors in constituencies affected by the project to ensure they are aware of the consultation.

### 5.3 Businesses

5.3.1 We will encourage business groups, such as the Chamber of Commerce, airlines, the South East Midlands Local Enterprise Partnership (SEMLEP), Hertfordshire Local Enterprise Partnership, Ox-Cam Arc, and England's Economic Heartland to engage with the proposals and share details with their business community contacts and employees.

### 5.4 Hard-to-reach groups

5.4.1 Hard-to-reach groups are groups within society that are typically under-represented in the planning process, including groups who have protected characteristics under the Equalities Act. These groups may include ethnic minorities, people with disabilities, travellers and young people. We will be working with local authorities to draw on their knowledge of the local area and identify hard-to-reach groups that we can engage with during the consultation.

#### Young people

5.4.2 We will contact educational establishments within the host local authority areas, including primary and secondary schools, colleges (16-18-year-old students), and universities to provide information that will allow them to advertise the consultation to students and pupils. This will include the distribution of poster packs.

#### Working families

5.4.3 Working families often have difficulty accessing consultations because of time and childcare commitments. We have therefore ensured that face-to-face consultation events are scheduled for both evenings and weekends as well as

during the day. We will have a dedicated security team to ensure that they are a safe space for families.

### **Traveller communities**

- 5.4.4 Local authority contacts with the traveller communities in the local area will be utilised to ensure that people without permanent addresses who reside in the local area are informed about the consultation. We will offer to support local authorities to deliver face-to-face engagement with these groups.

### **People with disabilities**

- 5.4.5 A key criterion for choosing consultation venues is that they are accessible to those with disabilities. We will also work with local authorities to identify how we engage with forums and groups representing people with disabilities.
- 5.4.6 We will provide printed copies of the consultation documentation to the Luton Home Library Service. This service is free and provided by the local authority for residents unable to visit a local library. The documents will be able to be delivered to homes with other books by their team of dedicated staff and volunteers, upon request.
- 5.4.7 We will also consider all requests to make documentation available in formats that are accessible for disabled people, such as easy read, large print, or braille.

### **Minority groups**

- 5.4.8 Promotional poster packs will be distributed to community centres and places of worship in wards that have diverse populations. We will work with local authorities to encourage forums and community groups to engage with the plans during the consultation.

### **People who require alternative print formats**

- 5.4.9 We will consider requests for alternative document formats (such as translations, easy read, large print, or braille) to enable all members of the public to view and comment on the consultation documents where it is reasonably practical to do so.

## 6 NEXT STEPS

### 6.1 Responding to the consultation

6.1.1 People will be able to respond to the consultation via the following channels:

- Online response form – available at [TBC]
- Email – comments can be emailed to [TBC]
- Post – by returning a printed copy of the response form to us via our Freepost address (no stamp required) at [TBC]
- Face-to-face events – by completing and submitting a printed copy of the response form at one of our events (listed in section 3.3 of this document)

6.1.2 Printed copies of the consultation response form will also be made available free of charge in the following ways:

- At the document inspection venues as listed in section 3.2 of this document
- At our face-to-face consultation events as listed in section 3.3. of this document
- On request by emailing us at [TBC] or calling us on [TBC] (phonenumber open Monday to Friday from 9am until 5pm, please leave a message if necessary).

6.1.3 A copy of the response form will also be available for download from our website to be printed at home and returned via Freepost or email to the addresses listed above.

6.1.4 The consultation response form will include questions on the entire scheme, including the changes and GMG approach. There will also be an opportunity for people to provide general comments on the proposals and overall scheme.

6.1.5 Respondents to the consultation will also be invited to leave their addresses and postcodes to help us understand the geographical distribution of different concerns and issues.

6.1.6 The deadline for accepting responses to the consultation is 23:59 on 14 March 2022.

6.1.7 To ensure that all responses posted before the closing time are included, we will accept posted responses that have a postmark on or before 14 March 2022. Please note that while all the feedback we receive by the deadline will be recorded and considered, we will not be able to respond to individual comments.

### 6.2 Consultation Report

6.2.1 We will produce a Consultation Report to accompany our application for development consent as required by Section 37(3)(c) of the Act. This report will detail how we have had regard to the responses received during consultation when developing our proposals.

6.2.2 We will prepare and submit our application for development consent and, if it is accepted, will publish notices that will allow any interested parties to submit their representations and subsequently participate in the examination process.

6.2.3 You can read more about the DCO process on our website **[TBC]** or on the Planning Inspectorate website (**[infrastructure.planninginspectorate.gov.uk](https://infrastructure.planninginspectorate.gov.uk)**).

### **6.3 GDPR and privacy**

6.3.1 We are committed to protecting personal information. Any information provided will be used in line with applicable laws concerning the protection of personal data, including the General Data Protection Regulation (GDPR), which came into effect in May 2018. Under the terms of the GDPR, individuals have certain rights over how their personal data is retained and used by us.

6.3.2 For more information, see our full data privacy statement on our website **[TBC]**.

6.3.3 The information that is shared with us during the consultation will be used for a number of purposes, including:

- To collate and analyse feedback to help with the development of our plans
- To produce our Consultation Report as part of our application for development consent (no individual personal data will be published)
- To write to those that share feedback with updates about the outcomes of this consultation and other developments (unless specified otherwise)
- To keep up-to-date records of our interactions with individuals and organisations

6.3.4 The information shared with us during the consultation may be used by the following recipients to record, analyse and report on the feedback received:

- London Luton Airport Limited
- Project consultants
- Legal team
- The Planning Inspectorate
- The Secretary of State
- Department for Transport
- Civil Aviation Authority

### **6.4 Contact details**

6.4.1 You can contact us via the following methods if you would like more information about the project or to request copies of consultation documents:

- Email: **[TBC]**
- Telephone: **[TBC]** (phonenumber open Monday to Friday from 9am until 5pm)
- Post: **[TBC]**

## **6.5 Further consultation**

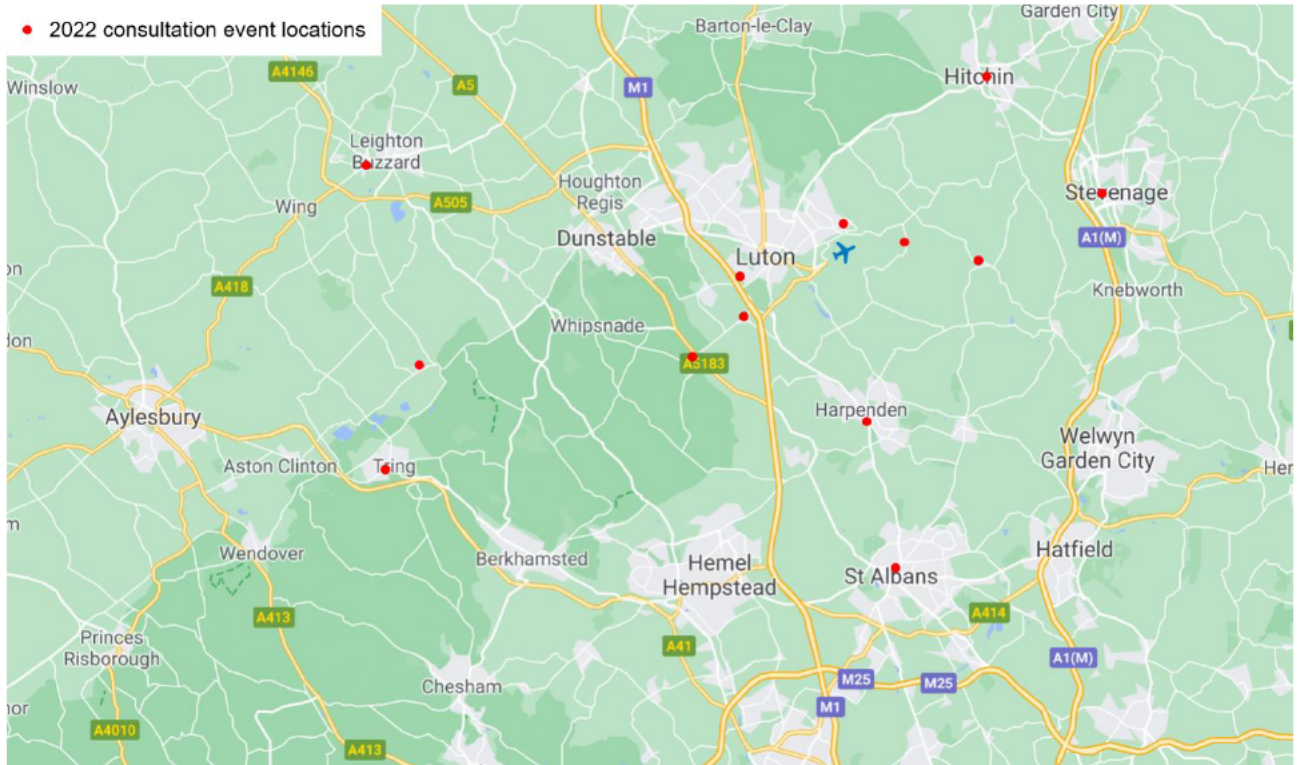
- 6.5.1 Following the close of this statutory consultation, there may be some additional changes to our proposals.
- 6.5.2 If we judge these changes to be significant or they affect new statutory consultees, we may undertake a further targeted consultation. This would ensure that those affected by any changes to our proposals have an opportunity to comment.
- 6.5.3 We would write to those directly affected by the changes, including Section 42 consultees and the local community.

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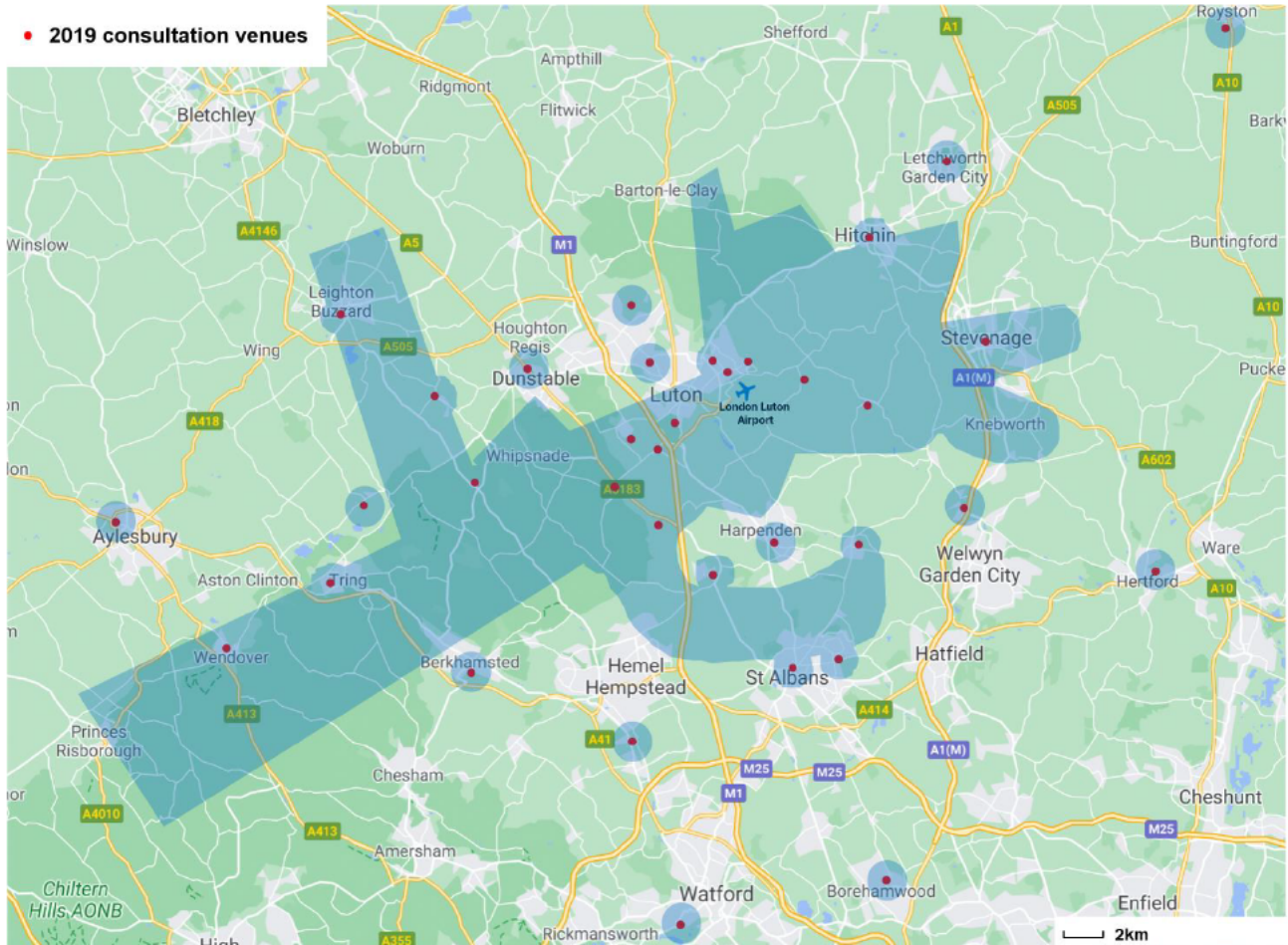
## APPENDIX 1 – EVENT LOCATIONS

The map below shows the location of the 13 consultation events as listed in section 3.3 of this document.



## APPENDIX 2 – NEWSLETTER DISTRIBUTION AREAS

The map below shows an indicative mailing area for the newsletter. This is based on the mailing area used during the 2019 consultation.



## **G2 Note sent to local authorities responding to their comments on the Draft SoCC**

## RESPONSES TO LOCAL AUTHORITY COMMENTS ON THE DRAFT STATEMENT OF COMMUNITY CONSULTATION

### Background to the consultation

Ahead of the launch of the second statutory consultation on proposals to expand London Luton Airport, London Luton Airport Limited (LLAL) prepared a draft Statement of Community Consultation (SoCC) under Section 47 of the Planning Act 2008 (“the Act”). The SoCC sets out LLAL’s approach to consulting the local community as part of the statutory consultation.

In accordance with Section 47(2) of the Act, the SoCC was prepared in consultation with the following “host” local authorities as defined by Section 43(1):

- Luton Borough Council
- North Hertfordshire District Council
- Central Bedfordshire Council
- Hertfordshire County Council

As the nature of airport expansion proposals generate issues of more than a local significance, LLAL also consulted a wider group of “neighbouring” local authorities on the SoCC as defined by Section 43(2). This included:

- Barnet Council
- Bedford Borough Council
- Buckinghamshire Council
- Cambridgeshire County Council
- Dacorum Borough Council
- East Hertfordshire District Council
- Enfield Council
- Essex County Council
- Harrow Council
- Hillingdon Council
- Huntingdonshire District Council
- Milton Keynes Council
- South Cambridgeshire District Council
- St Albans City & District Council
- Stevenage Borough Council
- Uttlesford District Council
- Welwyn Hatfield Borough Council

The local authority consultation on the draft SoCC took place between 6 August and 17 September 2021.

## Outcomes from the consultation

Nine local authorities responded to the consultation. This included responses from all four host local authorities.

All comments were carefully considered by the project team and responses to each point raised are presented in the table below.

The following changes to the SoCC were made as a result of these comments:

- Additional information on the rationale for a 'digital first' consultation;
- Inclusion of a map of the red line boundary as an appendix to the SoCC;
- Further development of the approach to engaging hard-to-reach communities;
- Providing key printed consultation materials to multiple Home Library Services.

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
<b>Host local authorities</b>			
Luton Borough Council	Ensure that the main themes raised in LBC's response to the 2019 consultation on the draft SoCC are taken on board.	N/A	LBC's comments on the 2019 draft SoCC were considered during the drafting of this SoCC.
Luton Borough Council	Ensure that the consultation process is transparent, particularly to the lay person.	Y	Every effort will be made to ensure the consultation process is both easy to understand and transparent.
Luton Borough Council	Publish responses to the 2019 consultation and LLAL's response to these prior to the consultation in 2022.	N	Due to the impacts of Covid-19, it has taken longer than anticipated to respond to each of the themes raised during the 2019 consultation. The 2019 Statutory Consultation Feedback Report will be published at the launch of the 2022 consultation.

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
Luton Borough Council	Set out how previous consultations (2018 and 2019) have informed the 2022 consultation e.g. the effectiveness of engagement with hard-to-reach groups and lessons learned.	N	<p>The purpose of the SoCC is to set out the applicant's approach to the upcoming statutory consultation. The 2022 consultation will meet all the requirements of a statutory consultation as set out in the Planning Act 2008.</p> <p>The approach for 2022 has been updated since the previous consultations in 2018 and 2019 to take into account external factors, such as the impact of Covid-19. The approach and outcomes from the 2019 statutory consultation have been considered in the development of the approach to the 2022 consultation, for example using the attendance from last time to inform the selection of locations for the events.</p>
Luton Borough Council	Suggest that an eight-week consultation would be appropriate.	N/A	Thank you for your comment.
Luton Borough Council	Agree with having less physical event locations and more of an emphasis on online engagement.	N/A	Thank you for your comment.
Luton Borough Council	Request to include a plan of the proposed DCO red line boundary in the SoCC.	Y	Work has progressed since the consultation on the draft SoCC and the draft DCO red line boundary has now been included as an appendix to the SoCC.
Luton Borough Council	Ensure that those being consulted are made aware of how they can participate in the DCO examination process.	Y	The purpose of the SoCC is to set out the applicant's approach to consultation. However, a brief explanation of the DCO examination process has been added to section 2 of the SoCC.

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
North Hertfordshire District Council	Given the amount of consultations materials and supporting documentation, suggest extending the consultation period to be 10 or 12 weeks.	N	An eight-week consultation period is consistent with the approach taken in 2019. It also exceeds the statutory minimum 28 days required by the Planning Act 2008.
North Hertfordshire District Council	Suggest including mention of managing air quality and noise impacts, creating employment opportunities, and seeking to address wider surface access impacts beyond Luton in 1.4.3.	N	Paragraph 1.4.3 provides a brief description of the scheme. The purpose of the SoCC is to set out the applicant's approach to consultation, not to cover the content of the consultation materials. Detail regarding air quality, noise impacts, employment opportunities, and wider surface access impacts will be covered in the consultation materials.
North Hertfordshire District Council	Suggest there is reference to working with neighbouring authorities in 1.4.5.	Y	Reference has been added to the SoCC.
North Hertfordshire District Council	There appears to be no mention of an updated surface access/transport report included in the list.	N/A	The Surface Access Strategy Report is listed along with the other consultation documents under 3.2.8. Reference to this report has also been added to 1.5.3 for clarity.
North Hertfordshire District Council	More detail should be provided in the SoCC about how Green Managed Growth should be monitored and reported.	N	The purpose of the SoCC is to set out the applicant's approach to consultation, not to cover the content of the consultation materials. Detail regarding how Green Managed Growth will be monitored and reported will be covered in the consultation materials, including the specific Approach to GMG document.

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
North Hertfordshire District Council	Ensure that the opening hours for the council offices as listed as a document inspection venue are updated before the SoCC is published, as it is currently open for essential appointments only.	Y	The NHDC offices address was added as a document inspection venue on the request of the NHDC's representative at the Planning Officers Co-ordination Group for the scheme. However, all document inspection venues will be contacted in advance of the SoCC being published (and in advance of the consultation launch) to ensure that the opening times and other details are correct.
North Hertfordshire District Council	Include additional document inspection venues in North Hertfordshire at the libraries in Baldock, Knebworth and Letchworth Garden City. Consideration should be given to reinstating the full list of document inspection venues from the 2019 consultation and, if not, provide an explanation as to why changes to the approach have been made.	N	<p>The 2022 statutory consultation will be digitally led and will include a virtual exhibition space to enable people to view the consultation materials in an interactive and engaging manner. The virtual exhibition space will be open 24/7 throughout the consultation period, so that people can access it at a time of their convenience.</p> <p>There will also be 13 face-to-face events spread across the area around the scheme where printed copies of materials will be available. People will also be able to request printed copies of documents by getting in touch. Posters will be displayed in key community locations to raise awareness of the consultation and will have a QR code displayed for easy access to the online materials.</p> <p>Further, the Infrastructure Planning (Applications: Prescribed Forms and Procedure) Regulations 2009 were permanently updated in 2020 to remove the requirement to make documents available to inspect at physical venues. The requirement is now</p>



Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
			<p>to have the address of a website where the documents can be found.</p> <p>Given the enhanced provision of online materials and the update to regulations, it is felt that a rationalisation of the number of document inspection venues for the 2022 statutory consultation is appropriate. There will still be 10 document inspection venues in accessible locations.</p> <p>This reasoning has been added to section 3.2 of the SoCC.</p>
North Hertfordshire District Council	Consideration should be given to including additional events in Letchworth Garden City and Royston. Apart from Covid-19 risks, no further justification has been given for the reduction in face-to-face events.	N	<p>The 2022 statutory consultation will be digitally led. This is in recognition of the effect of the pandemic on some people's willingness to attend events, and on LLAL's commitment to run the consultation in the most sustainable manner possible. By reducing the number of events, the overall number of documents that need to be printed can be reduced (while allowing those who want them to request them), as well as reducing the need for staff to travel.</p> <p>The virtual exhibition space will be open 24/7 throughout the consultation period, so that people can access it at a time of their convenience. This is in addition to what was offered during the 2019 consultation.</p>

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
			<p>There are 13 face-to-face events spread across a wide area. The attendance levels at each event in 2019 were considered when selecting the spread of events.</p> <p>The rationale for having a reduced number of face-to-face events compared with the 2019 consultation has been added to section 3.3 of the SoCC.</p>
North Hertfordshire District Council	Clarity is sought on the reference to engagement with traveller communities "We will offer to support local authorities to deliver face-to-face engagement with these groups", as the council is willing to provide contacts but does not consider its role to deliver face-to-face engagement on behalf of LLAL.	Y	Comment noted. LLAL has reconsidered its approach to contacting traveller communities as part of the overall approach to hard-to-reach engagement and will draw on the expertise of local authorities on the best ways to engage with traveller communities. This has been updated in section 5.4 of the SoCC.
North Hertfordshire District Council	Request to include a plan of the proposed DCO red line boundary in the SoCC.	Y	Work has progressed since the consultation on the draft SoCC and the draft DCO red line boundary has now been included as an appendix to the SoCC.
Central Bedfordshire Council	Suggest rewording paragraph 1.1.2 to clearly state that the Secretary of State makes a decision on the proposal.	Y	Text reworded to clarify this point.

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
Central Bedfordshire Council	Suggest extending the consultation period to 10 weeks to be consistent with the 2019 consultation period.	N	An eight-week consultation period is consistent with the approach taken in 2019. It also exceeds the statutory minimum 28 days required by the Planning Act 2008.
Central Bedfordshire Council	Request to confirm the reasoning for reducing the number of document inspection venues. Suggest making documents available at a suitable public venue in Biggleswade.	Y	<p>The Infrastructure Planning (Applications: Prescribed Forms and Procedure) Regulations 2009 were permanently updated in 2020 to remove the requirement to make documents available to inspect at physical venues. The requirement is now to have the address of a website where the documents can be found.</p> <p>Given the enhanced provision of online materials and the update to regulations, it is felt that a rationalisation of the number of document inspection venues for the 2022 statutory consultation is appropriate. There will still be 10 document inspection venues in accessible locations.</p> <p>This reasoning has been added to section 3.2 of the SoCC.</p>
Central Bedfordshire Council	Request to include a map showing the location of document inspection venues in the appendix of the SoCC.	Y	A map that shows the locations of document inspection venues has been added as an appendix to the SoCC.
Central Bedfordshire Council	Welcome that printed and alternative copy format copies of consultation materials will be provided on request. Request to include the likely	Y	Where practicable, printed copies of the consultation brochure and feedback form will be sent out within five working days of someone making a request. Requests for the full suite of printed documents will be made available at the cost of £260 plus

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
	<p>costs and timescales for receiving documents once a request has been made.</p>		<p>postage. Reference to timescales and costs have been added to the SoCC.</p> <p>Requests for alternative formats will be considered on a case-by-case basis and the timescales will be dependent on the specific request.</p>
<p>Central Bedfordshire Council</p>	<p>Understand the rationale for a 'digital first' approach to consultation. Request for an explanation in the SoCC as to how the event locations have been selected and how they represent the most accessible locations.</p>	<p>Y</p>	<p>The virtual exhibition space will be open 24/7 throughout the consultation period, so that people can access it at a time of their convenience. This is in addition to what was offered during the 2019 consultation.</p> <p>There are 13 face-to-face events spread across a wide area. The attendance levels at each event in 2019 were considered when selecting the spread of events.</p> <p>The event locations have been selected to provide a good geographical spread to enable affected communities across the area to attend. Site visits to assess suitability have been undertaken and this and factors such as venue capacity, and availability of parking all fed into the selection process. In addition all venues will be subject to an accessibility check to ensure that they are suitable for those with mobility issues.</p> <p>The rationale for having a reduced number of face-to-face events compared with the 2019 consultation has been added to section 3.3 of the SoCC.</p>

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
Central Bedfordshire Council	Request to be informed if the venues for face-to-face events are changes from those in the SoCC, and to be involved in discussions to identify suitable alternatives.	Y	CBC will be informed if there are any changes to the proposed venues.
Central Bedfordshire Council	Welcomes further discussion on how to engage with traveller communities in Central Bedfordshire. Also, to understand what other options are being considered in light of Covid-19 and why local authorities would be expected to deliver face-to-face meetings.	Y	Comment noted. LLAL has reconsidered its approach to contacting traveller communities as part of the overall approach to hard-to-reach engagement and will draw on the expertise of local authorities on the best ways to engage with traveller communities. This has been updated in section 5.4 of the SoCC.
Central Bedfordshire Council	Suggest that any learnings and ways to improve the hard-to-reach group engagement from the 2019 consultation should be set out in the SoCC.	N	The 2019 consultation exercise was reviewed when planning the approach for contacting hard-to-reach groups for the 2022 statutory consultation. However, it is not the purpose of the SoCC to set out any learnings from previous consultations.
Central Bedfordshire Council	Suggest that the Central Bedfordshire Home Library Service is also used to share printed materials with hard-to-reach groups.	Y	Comment noted. The SoCC has been updated to include the Central Bedfordshire Home Library Service.

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
Central Bedfordshire Council	Request to include the timescales for receiving alternative formats of materials.	Y	<p>Where practical, printed materials will be sent out within five working days of someone making a request. Requests for the full suite of printed documents will be made available at the cost of £260 plus postage. Reference to timescales and costs have been added to the SoCC.</p> <p>Requests for alternative formats will be considered on a case-by-case basis and the timescales will be dependent on the specific request.</p>
Central Bedfordshire Council	Request to include details of how people can become involved in the DCO examination process.	Y	The purpose of the SoCC is to set out the applicant's approach to consultation. However, a brief explanation of the DCO examination process has been added to section 2 of the SoCC.
Central Bedfordshire Council	Request to include the questions for the consultation response form in the appendices for the SoCC.	N	The purpose of the SoCC is to set out the applicant's approach to consultation, not to cover the content of the consultation itself. The consultation response form will be created alongside the consultation materials, which are in progress.
Central Bedfordshire Council	The map showing newsletter distribution is unclear. Asked whether it includes Studham.	Y	An updated newsletter mailing zone will be shared for comment, as it has been expanded following further technical work. The updated zone will be included as an appendix to the published SoCC.
Central Bedfordshire Council	Request to include a plan of the proposed DCO red line boundary in the SoCC.	Y	Work has progressed since the consultation on the draft SoCC and the draft DCO red line boundary has now been included as an appendix to the SoCC.
Hertfordshire County Council	Suggest rewording paragraph 1.1.2 to clearly state that the	Y	Text reworded to clarify this point.

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
	Secretary of State makes a decision on the proposal.		
Hertfordshire County Council	Given the amount of consultations materials and supporting documentation, suggest extending the consultation period to be 10 or 12 weeks.	N	An eight-week consultation period is consistent with the approach taken in 2019. It also exceeds the statutory minimum 28 days required by the Planning Act 2008.
Hertfordshire County Council	Suggest rewording and ordering to section 1.1 regarding the 2019 SoCC and consultation for clarity.	Y	Text reworded and reordered to clarify this point.
Hertfordshire County Council	Suggest rewording to 2.1.1 to avoid repetition.	Y	Text reworded.
Hertfordshire County Council	Suggest rewording 2.1.7 for clarity.	Y	Text reworded.
Hertfordshire County Council	Consider reinstating the full list of document inspection venues from the 2019 consultation. If not, provide an explanation as to why.	N	<p>The 2022 statutory consultation will be digitally led and will include a virtual exhibition space to enable people to view the consultation materials in an interactive and engaging manner. The virtual exhibition space will be open 24/7 throughout the consultation period, so that people can access it at a time of their convenience.</p> <p>There will also be 13 face-to-face events spread across the area around the scheme where printed copies of materials will be available. People will also be able to request printed copies of</p>

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
			<p>documents by getting in touch. Posters will be displayed in key community locations to raise awareness of the consultation and will have a QR code displayed for easy access to the online materials.</p> <p>Further, the Infrastructure Planning (Applications: Prescribed Forms and Procedure) Regulations 2009 were permanently updated in 2020 to remove the requirement to make documents available to inspect at physical venues. The requirement is now to have the address of a website where the documents can be found.</p> <p>Given the enhanced provision of online materials and the update to regulations, it is felt that a rationalisation of the number of document inspection venues for the 2022 statutory consultation is appropriate. There will still be 10 document inspection venues in accessible locations.</p> <p>This reasoning has been added to section 3.2 of the SoCC.</p>
Hertfordshire County Council	Request for the SoCC to explain why the face-to-face event venues have been selected to facilitate relatively easy access to venues, given the reduced number of venues.	Y	Comment noted. The wording in section 3.3 of the SoCC has been updated to give more detail around the rationale for venue selection.



Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
Hertfordshire County Council	Suggest increasing the number of face-to-face consultation events. There are no events in areas of Hertfordshire, such as Hemel Hempstead and Letchworth Garden City.	N	<p>The 2022 statutory consultation will be digitally led. This is in recognition of the effect of the pandemic on some people's willingness to attend events, and on LLAL's commitment to run the consultation in the most sustainable manner possible. By reducing the number of events, the overall number of documents that need to be printed can be reduced (while allowing those who want them to request them), as well as reducing the need for staff to travel.</p> <p>The virtual exhibition space will be open 24/7 throughout the consultation period, so that people can access it at a time of their convenience. This is in addition to what was offered during the 2019 consultation.</p> <p>There are 13 face-to-face events spread across a wide area. The attendance levels at each event in 2019 were considered when selecting the spread of events to ensure the locations with the highest attendance levels were selected.</p> <p>The rationale for having a reduced number of face-to-face events compared with 2019 has been added to section 3.3 of the SoCC.</p>
Hertfordshire County Council	Request to clarify how the newsletter mailing zone has been spatially defined in the SoCC, including where areas	Y	An updated newsletter mailing zone will be shared for comment, as it has been expanded following further technical work. The updated zone and full rationale for defining it will be included as an appendix to the published SoCC.

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
	close to previously used event venues are included.		
Hertfordshire County Council	Suggest including a commitment in section 5 to engage with local representative organisations concerned with the impacts of the existing airport.	N	Where appropriate, LLAL is engaging with local representative organisations. However, there is no specific consultation-related engagement planned for these groups and therefore this is not relevant for the SoCC.
Hertfordshire County Council	Clarity is sought on the reference to engagement with traveller communities "We will offer to support local authorities to deliver face-to-face engagement with these groups", as the council is willing to provide contacts but does not consider its role to deliver face-to-face engagement on behalf of LLAL.	Y	Comment noted. LLAL has reconsidered its approach to contacting traveller communities as part of the overall approach to hard-to-reach engagement and will draw on the expertise of local authorities on the best ways to engage with traveller communities. This has been updated in section 5.4 of the SoCC.
Hertfordshire County Council	Query as to why copies of printed materials will not be provided to other home library services, in addition to the Luton Home Library Service.	Y	Comment noted. The SoCC has been updated to include other Home Library Services within the host local authority areas for the scheme.

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
Hertfordshire County Council	Clarify whether consultees can submit general comments in writing via the Freepost address, instead of the response form.	Y	Text reworded to make it clear that freeform written responses will be accepted via Freepost or email.
Hertfordshire County Council	Request to include a plan of the proposed DCO red line boundary in the SoCC.	Y	Work has progressed since the consultation on the draft SoCC and the draft DCO red line boundary has now been included as an appendix to the SoCC.
<b>Neighbouring local authorities</b>			
Buckinghamshire Council	Welcome the proposals to publicise the consultation widely. Request that all promotion comprehensively covers surrounding areas, include Buckinghamshire.	Y	Thank you for your comment. Following further technical work, the newsletter mailing zone has been expanded and now includes a larger area of the county, in addition to that already covered. The consultation will also be promoted more widely, including via newspaper and targeted social media advertisements.
Buckinghamshire Council	Welcome the mixed approach to engagement, including virtual exhibitions and the inclusion of locations in Buckinghamshire for face-to-face events and document inspection venues. However, acknowledges that there are fewer physical locations than in 2019.	N/A	Comment noted.

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
Buckinghamshire Council	Request to see which venues in Buckinghamshire have been identified to help advertise the consultation so BC can identify any gaps or potential venues.	N	The locations for posters to promote the consultation are still being identified. However, LLAL welcomes support from BC in sharing details of the consultation via social media and other channels.
Buckinghamshire Council	Request for a virtual meeting to be held with Buckinghamshire Community Boards closest to the airport: Wing and Ivinghoe, Aylesbury, Wendover, Winslow and Villages and Chesham and Villages.	Y	Elected members will be invited to a briefing session ahead of the launch of the consultation, which will include a demonstration of the virtual exhibition space. Those elected members representing the Buckinghamshire Community Boards will be invited to a session.
Buckinghamshire Council	Query when contact will be made with local authorities to brief them on the consultation and what would be required to ensure that the reach of consultation can be extended in their communities.	Y	LLAL is currently preparing an approach for engaging elected members about the consultation. This will include an invitation to a briefing session ahead of the consultation launch with a demonstration of the virtual exhibition space.
Buckinghamshire Council	Request for briefings with officers and elected members to be focused on potential impacts and benefits specific to Buckinghamshire.	Y	LLAL is currently holding technical meetings with relevant council officers as required, and this ongoing engagement will continue through to the DCO application submission and examination process.

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
Buckinghamshire Council	Suggest that the Buckinghamshire Local Enterprise Partnership and Buckinghamshire Business First business groups are identified within the SoCC.	Y	Reference to both groups have been added to the SoCC and will be contacted at the launch of the consultation.
Buckinghamshire Council	Suggest contacting educational establishments in Buckinghamshire as well as those in host local authority areas.	Y	Schools and universities within the newsletter mailing zone will receive a poster pack. Educational establishments in BC that fall outside the mailing zone can be added to the list of stakeholders to receive an email notification at the launch of the consultation, if BC would like to share a list of relevant contacts.
Buckinghamshire Council	Encourage considering how digital literacy may be a limiting factor for some people.	Y	The consultation will be digital first, but traditional methods of engagement will still be available, including printed copies available to be sent via post on request, in addition to those made available at the document inspection venues and face-to-face events.
Buckinghamshire Council	Airspace impacts are the principle concerns for BC. There is limited scope within the SoCC about the impacts of the scheme, including airspace impacts. Request for communication on how expansion will impact airspace, both in the present and future, and how residents	N	<p>The purpose of the SoCC is to set out the applicant's approach to consultation, not to cover the content of the consultation itself. Details about airspace impacts, including future operations and flightpaths, will be covered in the consultation materials.</p> <p>Please also be aware that this project (including its proposals, supporting information and statutory consultation) is independent of the planning application by LLAOL which seeks permission to increase the capacity of the airport from 18 mppa to 19 mppa. Details of LLAOL's planning application can be found at</p>

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
	will be able to engage in these matters.		<a href="http://www.eplan.luton.gov.uk">www.eplan.luton.gov.uk</a> by entering the following reference number: 21/00031/VARCON
Dacorum Borough Council	General support for the response by HCC to the SoCC consultation.	N/A	Thank you for your comment. This has been noted.
Dacorum Borough Council	Concern at the reduced level of document inspection venues and face-to-face events. Request that the number of document inspection venues and events are reinstated to the same level as in 2019.	N	<p>The 2022 statutory consultation will be digitally led. This is in recognition of the effect of the pandemic on some people's willingness to attend events, and on LLAL's commitment to run the consultation in the most sustainable manner possible. By reducing the number of events, the overall number of documents that need to be printed can be reduced (while allowing those who want them to request them), as well as reducing the need for staff to travel.</p> <p>The virtual exhibition space will be open 24/7 throughout the consultation period, so that people can access it at a time of their convenience. This is in addition to what was offered during the 2019 consultation.</p> <p>There are 13 face-to-face events spread across a wide area. The attendance levels at each event in 2019 were considered when selecting the spread of events.</p> <p>The rationale for having a reduced number of face-to-face events compared with the 2019 consultation has been added to section 3.3 of the SoCC.</p>

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
Dacorum Borough Council	Request for a longer consultation period of 10 or 12 weeks to give people enough time to consider the proposals.	N	An eight-week consultation period is consistent with the approach taken in 2019. It also exceeds the statutory minimum 28 days required by the Planning Act 2008.
East Hertfordshire District Council	LLAL should make sure that the changes to the application boundary for the scheme would not require an update from the Planning Inspectorate in respect of the Environmental Impact Assessment (EIA) Regulations.	Y	LLAL has already sought clarification from the Planning Inspectorate, who have advised that no update is required.
East Hertfordshire District Council	Suggest adding wording to explain that access to consultation materials at document inspection venues is subject to them being operational, to account for any Covid-19 measures.	Y	Text added to 3.2.4
East Hertfordshire District Council	Suggest including telephone numbers for each of the document inspection venues to enable people to check availability in advance.	Y	Text added to 3.2.4

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
East Hertfordshire District Council	Suggest including a map of the document inspection venues as an appendix.	Y	A map of the document inspection venue locations has been added as an appendix to the SoCC.
East Hertfordshire District Council	Suggest rewording 4.3.3 to clarify that digital format advertisements will be available irrespective of hard copy availability.	Y	Text reworded at 4.3.3 to clarify.
East Hertfordshire District Council	Request to reword of 5.4.4 to say that engagement with all traveller communities will be attempted, with a further statement on the need to reach those without permanent addresses as well as those who have. The onus should be on LLAL to deliver face-to-face engagement with travelling communities on the scheme, rather than local authorities. Local authorities could assist by advising LLAL on approaches for making contact, where resource is available.	Y	Comment noted. LLAL has reconsidered its approach to contacting traveller communities as part of the overall approach to hard-to-reach engagement and will draw on the expertise of local authorities on the best ways to engage with traveller communities. This has been updated in section 5.4 of the SoCC.



Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
St Albans City and District Council	Disappointed in the reduction in consultation exercises compared with 2019.	N/A	<p>The 2022 statutory consultation will be digitally led. This is in recognition of the effect of the pandemic on some people's willingness to attend events, and on LLAL's commitment to run the consultation in the most sustainable manner possible. By reducing the number of events, the overall number of documents that need to be printed can be reduced (while allowing those who want them to request them), as well as reducing the need for staff to travel.</p> <p>The virtual exhibition space will be open 24/7 throughout the consultation period, so that people can access it at a time of their convenience. This is in addition to what was offered during the 2019 consultation.</p> <p>There are 13 face-to-face events spread across a wide area. The attendance levels at each event in 2019 were considered when selecting the spread of events.</p> <p>The rationale for having a reduced number of face-to-face events compared with the 2019 consultation has been added to section 3.3 of the SoCC.</p>
St Albans City and District Council	Aircraft noise is a major issue for St Albans District residents.	N/A	Thank you for your comment. Following further technical work, the newsletter mailing zone has been extended to cover a larger area of addresses within the District to ensure those impacted by the effects of the airport are directly notified about the consultation.

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
St Albans City and District Council	Request that similar efforts to those taken in 2019 are made to consult with the District's villages that face disturbance from being below or on the edge of a flight path, as a digital consultation will be unlikely to reach all affected residents.	Y	<p>The consultation will be digital first, but traditional methods of engagement will still be available, including printed copies available to be sent via post on request, in addition to those made available at the document inspection venues and face-to-face events.</p> <p>The newsletter mailing zone has also been extended following further technical work to cover a larger area of addresses within the District to ensure those impacted by the effects of the airport are directly notified about the consultation.</p>
St Albans City and District Council	Request for consultation events held in the District to take place on a variety of times and days.	N	<p>Consultation events are proposed on different days of the week including Saturdays, and are taking place at different times of day including evenings. Document inspection venues will also be used at locations throughout the mailing zone to broaden access. The virtual engage space will also allow online access to the materials on a 24/7 basis throughout the consultation period.</p>
St Albans City and District Council	Request to increase the number of document inspection venues.	N	<p>The Infrastructure Planning (Applications: Prescribed Forms and Procedure) Regulations 2009 were permanently updated in 2020 to remove the requirement to make documents available to inspect at physical venues. The requirement is now to have the address of a website where the documents can be found.</p> <p>Given the enhanced provision of online materials and the update to regulations, it is felt that a rationalisation of the number of</p>

Local authority	Summarised comment	Change made as a result?	LLAL's response to the comment
			<p>document inspection venues for the 2022 statutory consultation is appropriate. There will still be 10 document inspection venues in accessible locations.</p> <p>This reasoning has been added to section 3.2 of the SoCC.</p>
St Albans City and District Council	Request for a commitment from LLAL to hold public surgeries and community engagement events outside of the working day.	N	The consultation events are open until 20:00 to ensure that people are able to attend after working hours and three events will be held on Saturdays. In addition to this, the virtual exhibition space is available 24/7.
Stevenage Borough Council	No substantive comments or objections to the SoCC. In broad agreement to the responses submitted by HCC and DBC.	N/A	Thank you for your comment. This has been noted.
Stevenage Borough Council	Support for DBC's suggestion to extend the consultation period longer than eight weeks to give appropriate time for people to consider the proposals.	N	An eight-week consultation period is consistent with the approach taken in 2019. It also exceeds the statutory minimum 28 days required by the Planning Act 2008.

## **G3 Addendum – responses to comments**

## Addendum – Newsletter mailing zone

Appendix 2 of the draft SoCC shared for consultation in autumn 2021 presented a newsletter mailing zone which reflected the area contacted during the 2019 statutory consultation. Following the consultation on the draft SoCC, further technical work led to the mailing zone being amended.

An updated version of the newsletter mailing zone was shared with host and neighbouring local authorities on 17 November 2021, with a deadline to receive comments by 3 December.

The updated mailing zone was created by combining a number of elements, including:

- the zone we sent newsletters to during the 2019 consultation, excluding the areas around event venues that are not being used for this consultation;
- a 1km buffer around each of the 13 venues we are holding face-to-face events at;
- the areas identified as being most affected by aircraft noise, from both arrivals and departures; and
- residential areas with a strong interest in the project, including Luton.

Five local authorities provided comments on the new mailing zone.

Local authority	Summarised comment	Change made as a result?	Response to the comment
Hertfordshire County Council	Suggest the mailing zone is extended to encompass settlements that have historically been impacted by in some way by the airport.	N	<p>A number of factors, including further technical work to identify the areas most affected by aircraft noise, have led to the newsletter mailing zone being significantly expanded. The mailing zone now includes an additional 100,000 addresses, when compared with the zone contacted as part of the first statutory consultation in 2019.</p> <p>The newsletter mailout is just one of the different ways that the consultation will be promoted. People who live and work in the</p>

			<p>area around the airport will also be made aware of the consultation via:</p> <ul style="list-style-type: none"> <li>• Posters in key community locations, such as supermarkets, places of worship and vaccination centres</li> <li>• Advertising in 20 local newspapers</li> <li>• Targeted social media advertising</li> <li>• Radio advertising on Heart FM</li> <li>• Public notices in 20 local newspapers, in addition to the Times and London Gazette</li> <li>• Posters shared with schools and educational establishments</li> <li>• Contact with organisations representing hard-to-reach groups</li> </ul> <p>This consultation is also 'digital first' to reflect Luton Rising's commitment to sustainability. This means that, where possible, the amount of printing has been reduced in favour of online materials and promotion.</p> <p>For this reason, the newsletter mailing zone will not be expanded further than in the version shared on 17 November.</p>
Bedford Borough Council	Comfortable with the updated mailing zone.	N/A	Thank you for your comment.
Bedford Borough Council	Requested for Luton Rising to engage with the Chief Executive and Mayor.	Y	Thank you for your request. Luton Rising will engage with you directly.
North Hertfordshire Council	Support the response from Hertfordshire County Council.	N/A	Comment noted.
North Hertfordshire Council	Request that the mailing zone is extended more north and eastwards, in particular	N	A number of factors, including further technical work to identify the areas most affected by aircraft noise, have led to the newsletter mailing zone being significantly expanded. The

	<p>Hitchin, Ickleford, Pirton, Howell and Ashwell.</p>		<p>mailing zone now includes an additional 100,000 addresses, when compared with the zone contacted as part of the first statutory consultation in 2019.</p> <p>The newsletter mailout is just one of the different ways that the consultation will be promoted. People who live and work in the area around the airport will also be made aware of the consultation via:</p> <ul style="list-style-type: none"> <li>• Posters in key community locations, such as supermarkets, places of worship and vaccination centres</li> <li>• Advertising in 20 local newspapers</li> <li>• Targeted social media advertising</li> <li>• Radio advertising on Heart FM</li> <li>• Public notices in 20 local newspapers, in addition to the Times and London Gazette</li> <li>• Posters shared with schools and educational establishments</li> <li>• Contact with organisations representing hard-to-reach groups</li> </ul> <p>This consultation is also ‘digital first’ to reflect Luton Rising’s commitment to sustainability. This means that, where possible, the amount of printing has been reduced in favour of online materials and promotion.</p> <p>For this reason, the newsletter mailing zone will not be expanded further than in the version shared on 17 November.</p>
<p>North Hertfordshire Council</p>	<p>Support the extension of the zone towards Royston.</p>	<p>N</p>	<p>A number of factors, including further technical work to identify the areas most affected by aircraft noise, have led to the newsletter mailing zone being significantly expanded. The mailing zone now includes an additional 100,000 addresses,</p>

			<p>when compared with the zone contacted as part of the first statutory consultation in 2019.</p> <p>The newsletter mailout is just one of the different ways that the consultation will be promoted. People who live and work in the area around the airport will also be made aware of the consultation via:</p> <ul style="list-style-type: none"> <li>• Posters in key community locations, such as supermarkets, places of worship and vaccination centres</li> <li>• Advertising in 20 local newspapers</li> <li>• Targeted social media advertising</li> <li>• Radio advertising on Heart FM</li> <li>• Public notices in 20 local newspapers, in addition to the Times and London Gazette</li> <li>• Posters shared with schools and educational establishments</li> <li>• Contact with organisations representing hard-to-reach groups</li> </ul> <p>This consultation is also ‘digital first’ to reflect Luton Rising’s commitment to sustainability. This means that, where possible, the amount of printing has been reduced in favour of online materials and promotion.</p> <p>For this reason, the newsletter mailing zone will not be expanded further than in the version shared on 17 November.</p>
<p>Dacorum Borough Council</p>	<p>Consider that, due to the reduction in non-digital engagement, there is a greater need for the mailing zone to be expanded.</p>	<p>N</p>	<p>A number of factors, including further technical work to identify the areas most affected by aircraft noise, have led to the newsletter mailing zone being significantly expanded. The mailing zone now includes an additional 100,000 addresses, when compared with the zone contacted as part of the first statutory consultation in 2019.</p>



			<p>The newsletter mailout is just one of the different ways that the consultation will be promoted. People who live and work in the area around the airport will also be made aware of the consultation via:</p> <ul style="list-style-type: none"> <li>• Posters in key community locations, such as supermarkets, places of worship and vaccination centres</li> <li>• Advertising in 20 local newspapers</li> <li>• Targeted social media advertising</li> <li>• Radio advertising on Heart FM</li> <li>• Public notices in 20 local newspapers, in addition to the Times and London Gazette</li> <li>• Posters shared with schools and educational establishments</li> <li>• Contact with organisations representing hard-to-reach groups</li> </ul> <p>This consultation is also ‘digital first’ to reflect Luton Rising’s commitment to sustainability. This means that, where possible, the amount of printing has been reduced in favour of online materials and promotion.</p> <p>For this reason, the newsletter mailing zone will not be expanded further than in the version shared on 17 November.</p>
<p>Dacorum Borough Council</p>	<p>Suggest the mailing zone is extended to not cut through settlements, such as Berkhamsted and Hemel Hempstead.</p>	<p>N</p>	<p>A number of factors, including further technical work to identify the areas most affected by aircraft noise, have led to the newsletter mailing zone being significantly expanded. The mailing zone now includes an additional 100,000 addresses, when compared with the zone contacted as part of the first statutory consultation in 2019.</p>

			<p>The newsletter mailout is just one of the different ways that the consultation will be promoted. People who live and work in the area around the airport will also be made aware of the consultation via:</p> <ul style="list-style-type: none"> <li>• Posters in key community locations, such as supermarkets, places of worship and vaccination centres</li> <li>• Advertising in 20 local newspapers</li> <li>• Targeted social media advertising</li> <li>• Radio advertising on Heart FM</li> <li>• Public notices in 20 local newspapers, in addition to the Times and London Gazette</li> <li>• Posters shared with schools and educational establishments</li> <li>• Contact with organisations representing hard-to-reach groups</li> </ul> <p>This consultation is also ‘digital first’ to reflect Luton Rising’s commitment to sustainability. This means that, where possible, the amount of printing has been reduced in favour of online materials and promotion.</p> <p>For this reason, the newsletter mailing zone will not be expanded further than in the version shared on 17 November.</p>
<p>Stevenage Borough Council</p>	<p>Suggest widening the mailing zone to include the whole borough of Stevenage, including those areas that will be developed in time as and when they come forward.</p>	<p>N</p>	<p>A number of factors, including further technical work to identify the areas most affected by aircraft noise, have led to the newsletter mailing zone being significantly expanded. The mailing zone now includes an additional 100,000 addresses, when compared with the zone contacted as part of the first statutory consultation in 2019.</p> <p>The newsletter mailout is just one of the different ways that the consultation will be promoted. People who live and work in the</p>

		<p>area around the airport will also be made aware of the consultation via:</p> <ul style="list-style-type: none"> <li>• Posters in key community locations, such as supermarkets, places of worship and vaccination centres</li> <li>• Advertising in 20 local newspapers</li> <li>• Targeted social media advertising</li> <li>• Radio advertising on Heart FM</li> <li>• Public notices in 20 local newspapers, in addition to the Times and London Gazette</li> <li>• Posters shared with schools and educational establishments</li> <li>• Contact with organisations representing hard-to-reach groups</li> </ul> <p>This consultation is also 'digital first' to reflect Luton Rising's commitment to sustainability. This means that, where possible, the amount of printing has been reduced in favour of online materials and promotion.</p> <p>For this reason, the newsletter mailing zone will not be expanded further than in the version shared on 17 November.</p>
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## **G4 Published Statement of Community Consultation**

Statutory Consultation 2022

# **Statement of Community Consultation**



# Contents

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	Page	
<b>1</b>	<b>Introduction</b>	<b>1</b>
1.1	About this document	1
1.2	About us	1
1.3	Consultation to date	2
1.4	Project description	3
1.5	Changes to our proposals and updated supporting information	4
1.6	Green Controlled Growth	5
<b>2</b>	<b>The planning process</b>	<b>6</b>
2.1	Development Consent Orders and the Planning Act 2008	6
2.2	EIA development	7
<b>3</b>	<b>Statutory consultation</b>	<b>9</b>
3.1	Overview	9
3.2	Statutory consultation documents	9
3.3	Consultation events	12
<b>4</b>	<b>Publicising the consultation</b>	<b>15</b>
4.1	Website	15
4.2	Email	15
4.3	Public notices	15
4.4	Media	16
4.5	Posters	16
4.6	Online and social media	17
4.7	Paid-for media adverts	17
4.8	Parish and district council websites, newsletters, and noticeboards	17
4.9	Newsletter	17
4.10	Letters and USB drives to statutory consultees	18
4.11	Letters to newly identified statutory consultees	18
<b>5</b>	<b>Engagement</b>	<b>19</b>
5.1	Local authorities	19
5.2	Elected members	19
5.3	Businesses	19
5.4	Hard-to-reach groups	19
<b>6</b>	<b>Next steps</b>	<b>21</b>
6.1	Responding to the consultation	21
6.2	Consultation Report	21

6.3	GDPR and privacy	22
6.4	Contact details	22
6.5	Further consultation	23
<b>Appendix 1 – Proposed development boundary</b>		<b>24</b>
<b>Appendix 2 – Document inspection venue locations</b>		<b>25</b>
<b>Appendix 3 – Event locations</b>		<b>26</b>
<b>Appendix 4 – Newsletter distribution areas</b>		<b>27</b>



# 1 INTRODUCTION

## 1.1 About this document

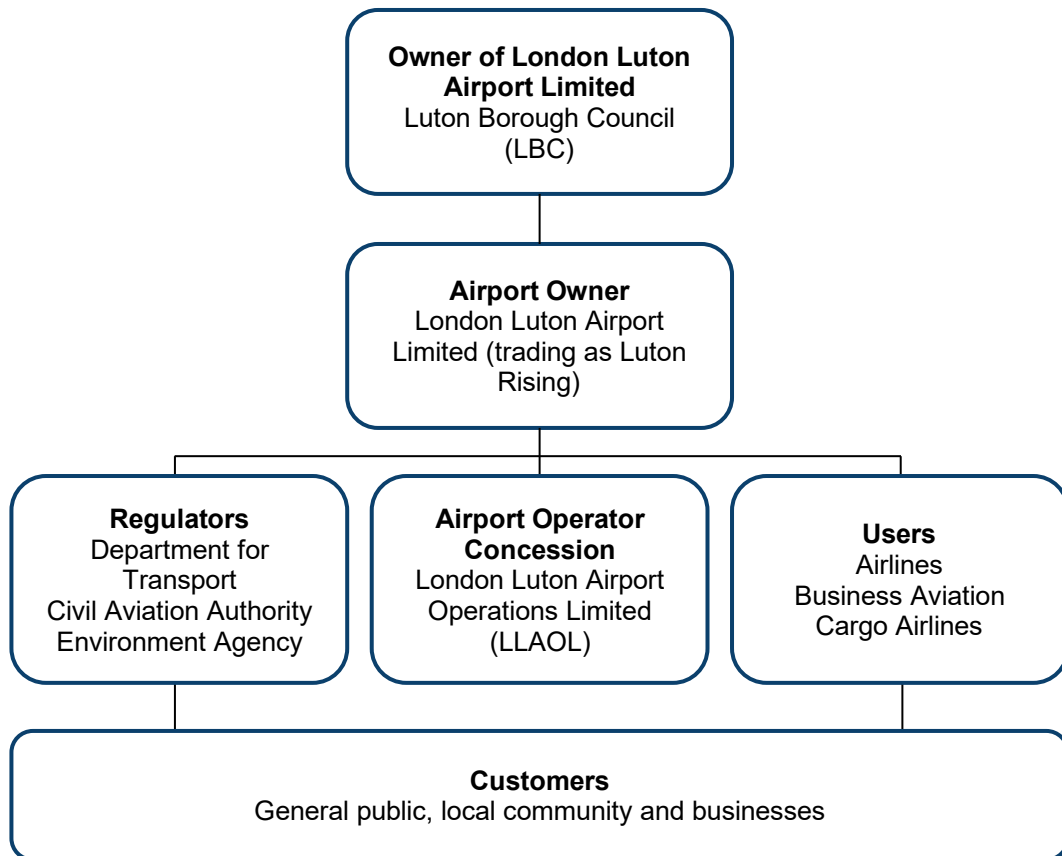
- 1.1.1 Future LuToN is our proposal for making best use of the existing runway at London Luton Airport. We are proposing to do this by constructing a new terminal and associated infrastructure to increase the capacity of the airport, in terms of the number of flights and passengers it can handle.
- 1.1.2 A project of this nature and scale is classified as a Nationally Significant Infrastructure Project (NSIP) under the Planning Act 2008 (the Act). We therefore need to submit an application for development consent to the Planning Inspectorate for its acceptance and examination before the Secretary of State for the Department for Transport makes a decision on whether to grant a Development Consent Order (DCO) for the project.
- 1.1.3 We held our first statutory consultation on our proposals for expanding the airport in autumn 2019 and received responses from 3,501 people, including those who signed two petitions.
- 1.1.4 Following a review of the project, we have identified some key changes to our proposals (set out in section 1.5 of this document). This review considered feedback received as part of the 2019 statutory consultation and the evolving context for the project, including Covid-19 and the ongoing impacts of climate change.
- 1.1.5 We have updated our supporting information to reflect the changes and have adopted a new, more sustainable approach to managing future expansion called Green Controlled Growth. This consultation seeks views on the scheme in its entirety, but we will highlight the changes made since the previous statutory consultation in 2019 to ease people's understanding of the revised scheme.
- 1.1.6 Under Section 47 of the Act, applicants are required to prepare a Statement of Community Consultation (SoCC), setting out their approach to consulting the local community on the scheme. This SoCC sets out our approach to consulting the local community as part of a second statutory consultation on the scheme. This consultation will take place between 8 February and 4 April 2022.
- 1.1.7 The SoCC we published for the first statutory consultation in 2019 was prepared in consultation with the relevant host local authorities for the project under Section 43(1) of the Act. The consultation on the 2019 draft SoCC took place between 13 June and 17 July 2019.
- 1.1.8 This SoCC is specific to the second statutory consultation taking place in early 2022 and includes measures to address potential restrictions regarding Covid-19 and updated regulations from the Planning Inspectorate. It is also in line with our updated approach to operating in as sustainable a manner as we are able to.

## 1.2 About us

- 1.2.1 London Luton Airport Limited (trading as Luton Rising) is the owner of London Luton Airport. Our company is, in turn, wholly owned by Luton Borough Council.

As such, the airport is unique in that it is the only major UK airport that remains wholly publicly-owned. The airport is operated under a concession agreement (currently until 2032) by London Luton Airport Operations Limited (LLAOL).

1.2.2 The following chart represents our relationship with key stakeholders.



### 1.3 Consultation to date

#### *Summer 2018*

- 1.3.1 In summer 2018, we held a non-statutory consultation on a shortlist of options for expanding the airport which had been identified from our initial technical appraisals. We also asked for views on the main issues that we should address when seeking to expand the airport.
- 1.3.2 We received 892 responses to this consultation. All responses were carefully considered and helped us to identify a preferred option to take forward. We also received a wealth of useful information about the support for, and concerns related to, airport development and how these concerns might be addressed.
- 1.3.3 A full account of how we carried out this consultation, and the results, can be found in the report entitled Non-Statutory Consultation Feedback Report, February 2019, which is available on our website (██████████). The reports which document the technical work we undertook to support the summer 2018 consultation process are also available on our website.

### **Autumn 2019**

- 1.3.4 In autumn 2019, we held a statutory consultation on our detailed proposals for the project. This included information about our plans for a new terminal and updated airfield, access and transport improvements, and replacement open space, in addition to details of how we would manage and mitigate the likely effects of the airport expansion.
- 1.3.5 We have reviewed and considered the 3,501 responses received during the first statutory consultation and will publish a feedback report at the launch of the second statutory consultation to summarise the key themes raised.

## **1.4 Project description**

- 1.4.1 The project <sup>builds</sup> on the current operational airport with the construction of a new passenger terminal and additional aircraft stands to the north east of the runway. This will take the overall passenger capacity from 18 mppa<sup>1</sup> to 32 mppa.
- 1.4.2 In addition to the above and to support the initial increase in demand, the existing infrastructure and supporting facilities will be improved in line with the phased growth in capacity of the airport.
- 1.4.3 Key elements of the scheme include:
- Extension and remodelling of the existing passenger terminal (Terminal 1) to increase the capacity.
  - New passenger terminal building and boarding piers (Terminal 2).
  - Earthworks to create an extension to the current airfield platform, material for these earthworks would be generated on site.
  - Airside facilities including new taxiways and aprons, together with relocated engine run-up bay and fire training facility.
  - Landside facilities, including buildings which support the operational, energy and servicing needs of the airport.

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<sup>1</sup> On 1 December 2021, the local planning authority (Luton Borough Council) resolved to grant permission for the current airport operator (LLAOL) to grow the airport up to 19 mppa, from its previous permitted cap of 18 mppa. Since then, the Secretary of State for Levelling up, Housing and Communities has issued a “holding direction” which prevents Luton Borough Council from issuing a final decision while the Secretary of State considers whether he should call-in and decide the 19 mppa planning application. All of the assessment work to date has been undertaken using a ‘baseline’ of 18 mppa. Nonetheless, in anticipation of LLAOL’s 19 mppa planning application, the preliminary environmental assessments included sensitivity analysis of the implications of the permitted cap increasing. As a result, the consultation assessments are considered to be sufficiently representative of the likely significant effects of expansion, whether the baseline is 18 mppa or 19 mppa. Where the change of the baseline does affect an assessment topic, in most cases it means that the ‘core’ assessments (using an 18 mppa baseline) report a marginally greater change than would be the case with a 19 mppa baseline. Further consideration will be given to updating the assessments after the consultation, alongside any other revisions made as a result of consultation feedback.

- Enhancement of the existing surface access network, including a new dual carriageway road accessed via a new junction on the existing New Airport Way (A1081) to the new passenger terminal along with the provision of forecourt and car parking facilities.
- Extension of the Luton Direct Air to Rail Transit (DART) with a station serving the new passenger terminal.
- Landscape and ecological improvements, including the replacement of existing open space.
- Further infrastructure enhancements and initiatives to support our goal of a net zero airport operation by 2040, with interventions to support carbon neutrality being delivered sooner including facilities for greater public transport usage, improved thermal efficiency, electric vehicle charging, on-site energy generation and storage, new aircraft fuel pipeline connection and storage facilities and sustainable surface, and foul water management installations.

1.4.4 Our application for development consent will include replacement parkland and public open space to compensate for the area of existing parkland into which the airport would expand. This area will be larger than the existing area of parkland.

1.4.5 A plan of our proposed development boundary can be found in **Appendix 1**.

1.4.6 We recognise that any airport has impacts as well as benefits, and the feedback from our summer 2018 and autumn 2019 consultations has helped us to understand the effects that local people are most concerned about. We are committed to working with our partners, airlines, local communities, statutory bodies, neighbouring authorities, and the government, to avoid, reduce, and mitigate potential adverse impacts wherever possible.

## **1.5 Changes to our proposals and updated supporting information**

1.5.1 Following a review of the project, we have identified some key changes to our proposals. This review considered feedback received as part of the statutory consultation that took place in autumn 2019 and the evolving context for the project, including Covid-19 and the ongoing impacts of climate change.

1.5.2 The changes include:

- Inclusion of a new Airport Access Road and improvements to the Airport Way/Percival Way junction as part of our application for development consent, which changes the development boundary for the application.
- A range of sustainability design measures, including additional solar energy production and water efficiency measures.
- Improvements to the replacement open space for Wigmore Valley Park to protect more valued existing habitat and landscape features, provide improved enclosure and screening to development at the airport, improve connectivity to the existing parkland areas to be retained, and to reposition it nearer to the community it serves.

- Reducing the size of the platform needed to bring the expanded airport level with the runway, meaning a reduction in earthworks (engineering works involving moving and excavating earth). Compared to the scheme we previously consulted on, the scale of the reduction in earthworks is equivalent to two Wembley Stadiums.
- Reconfiguring taxiways, reducing aircraft parking stands, and re-positioning the engine run-up bay with noise barriers.
- Reducing the footprint of the car parking.
- A new approach to managing the potential effects of future expansion, called Green Controlled Growth (GCG).

1.5.3 We will also share the following updated supporting information as part of the consultation:

- A new Preliminary Environmental Impact Report (PEIR) to include any new or different impacts as a result of the changes
- Updated demand forecasts and phasing for the project
- An updated approach to community benefits and compensation proposals
- An updated Surface Access Strategy Report (now called Getting To and From the Airport – Our Emerging Transport Strategy)
- A more detailed strategy for employment and training

## **1.6 Green Controlled Growth**

1.6.1 In addition to these changes, the consultation will also seek views on our new GCG approach to managing future expansion.

1.6.2 GCG aims to make the airport one of the first in the UK to place sustainability at the core of the operational proposition. It will recognise the environmental impacts of growth on at least an equal footing as commercial and economic drivers.

## 2 THE PLANNING PROCESS

### 2.1 Development Consent Orders and the Planning Act 2008

- 2.1.1 As we are intending to seek consent for an airport-related development that would expand the existing permitted capacity of the airport by over 10 mppa, the project meets the threshold for an NSIP for the purposes of the Act. As such, we must apply to the Secretary of State for Transport for a DCO.
- 2.1.2 Following this second statutory consultation, we aim to submit our application for development consent in late summer 2022.
- 2.1.3 Under the Act, we are required to consult on our proposals before submitting our application. Feedback from this consultation will be recorded and carefully considered when finalising our proposals.
- 2.1.4 As part of the DCO process, we must satisfy PINS that our pre-application consultation has been carried out adequately and fulfils all of the statutory criteria, including the duty to publicise and the duty to have regard to responses received as part of the consultation. This will be presented in a Consultation Report submitted as part of our application for development consent.
- 2.1.5 This document sets out how we will carry out our community consultation under Section 47 of the Act.
- 2.1.6 In accordance with Section 47(2) of the Act, this document has been prepared in consultation with the following “host” local authorities. Section 43(1) of the Act defines “host” authorities as those authorities for the area within which the land for the proposed development is located, which are:
- Luton Borough Council
  - North Hertfordshire District Council
  - Central Bedfordshire Council
  - Hertfordshire County Council
- 2.1.7 The consultation with local host authorities on a draft of this SoCC took place between 6 August and 17 September 2021.
- 2.1.8 We also shared an updated version of the newsletter mailing zone with the authorities for comment between 17 November and 3 December 2021. This showed an amended mailing zone, reflecting further technical work, which was different to the version shown in the draft SoCC.
- 2.1.9 As the nature of airport expansion proposals generate issues of more than a local significance, including economic impact, noise, and surface access, we have also consulted with a wider group of local authorities on the draft version of this SoCC, including:
- Barnet Council
  - Bedford Borough Council
  - Buckinghamshire Council

- Cambridgeshire County Council
- Dacorum Borough Council
- East Hertfordshire District Council
- Enfield Council
- Essex County Council
- Harrow Council
- Hillingdon Council
- Huntingdonshire District Council
- Milton Keynes Council
- South Cambridgeshire District Council
- St Albans City & District Council
- Stevenage Borough Council
- Uttlesford District Council
- Welwyn Hatfield Borough Council

2.1.10 The approach to consultation outlined in this document takes into account comments received from these local authorities.

2.1.11 We will also be conducting statutory consultation under Sections 42 and 48 of the Act concurrently with our community consultation under Section 47. Consultation activities under Sections 42 and 48, with local authorities and other statutory consultees, will be addressed separately from this SoCC.

2.1.12 In addition to having their views on the scheme considered as part of our consultation, anyone interested will also be able to take part in the Examination process once our application has been submitted. They can do this by making a Relevant Representation to PINS to become an Interested Party. During the Examination, they will also be able to register and make representations to PINS once our application has been submitted.

2.1.13 You can read more about the DCO process on the Planning Inspectorate website ([infrastructure.planninginspectorate.gov.uk](http://infrastructure.planninginspectorate.gov.uk)).

## **2.2 EIA development**

2.2.1 Our project will also require an Environmental Impact Assessment (EIA), as defined by the Infrastructure Planning (Environmental Impact Assessment) Regulations 2017 (the 2017 Regulations) as amended.

2.2.2 An EIA is therefore being carried out so that the likely significant effects of the proposals on the environment are properly understood and to identify the necessary mitigation measures.

2.2.3 As part of the EIA, we will submit an Environmental Statement to PINS as part of our application for development consent. The Environmental Statement will describe the likely significant effects identified by the assessment. We have also

obtained an opinion on the scope of the EIA (a scoping opinion) from PINS. This scoping opinion is available on our project website ( [REDACTED] ). We consider that the changes made to the scheme are not of sufficient magnitude to require us to seek an update from PINS to the scoping opinion previously used.

2.2.4 In addition to the EIA, and in accordance with regulation 12 of the 2017 Regulations, a PEIR was produced as part of the first statutory consultation in autumn 2019.

2.2.5 For this second statutory consultation, we are producing a new PEIR to provide a preliminary assessment of the likely significant environmental effects of the scheme as a whole, including the changes introduced since 2019.



### 3 STATUTORY CONSULTATION

#### 3.1 Overview

- 3.1.1 Our second statutory consultation will run between 8 February and 4 April 2022.
- 3.1.2 This consultation will be an opportunity for people to share their views on the scheme as a whole, including the changes made to our proposals since the previous statutory consultation in autumn 2019. We will consider the feedback received as part of this consultation as we finalise our proposals, ahead of submitting our application for development consent.
- 3.1.3 We are committed to open and honest engagement, so it will be made clear that this is a consultation on the proposals that we intend to submit to PINS as part of our application for development consent, as well as how we will avoid and mitigate any impacts. Our proposals are subject to change ahead of our application following the feedback we receive as part of this consultation.

#### 3.2 Statutory consultation documents

- 3.2.1 In recognition of our commitment to sustainability and the potential challenges surrounding Covid-19, we will be taking a 'digital first' approach to the consultation. This will include providing an enhanced provision of online materials, such as a virtual exhibition space to enable people to view the materials in an interactive and engaging manner, at any time of day or night throughout the consultation period. We will also include a QR code on all of the posters that we display in key community locations for easy access to the online materials.
- 3.2.2 All documentation for the consultation will be available to download free of charge from our project website ( [REDACTED] ) and will be available on a USB drive on request by emailing us at [futureluton@lutonrising.org.uk](mailto:futureluton@lutonrising.org.uk) or phoning **0800 538 5203** to leave a voicemail request.
- 3.2.3 This approach is consistent with the 2020 update to the Infrastructure Planning (Applications: Prescribed Forms and Procedure) Regulations 2009 (as amended), which removed the requirement to make documents available to inspect at physical venues.
- 3.2.4 We would encourage people to access the materials via our website wherever possible. However, we will make printed copies of each consultation document available to inspect at the following venues in accessible locations, for those who are not able to access the internet at home. We will also provide USB drives containing the consultation materials for people to take away. In addition to the document inspection venues listed below, printed copies of materials will also be available to view at the 13 face-to-face consultation events we will also be holding.

<b>Document inspection venue</b>	<b>Opening hours (correct at the time of publication)</b>
Dunstable Library* The Dunstable Centre, Court Drive, Dunstable LU5 4JD 0300 300 8056	Mondays: closed; Tuesdays to Fridays: 9:00 – 18:00; Saturdays: 9:00-16:00; Sundays: closed.
Harpenden Library* 27 High Street, Harpenden AL5 2RU 0300 123 4049	Mondays: 9:00 – 18:00; Tuesdays & Fridays: 13:00 – 18:00; Thursdays: 9:00 – 19:00; Saturdays: 9:00 – 17:00; Wednesdays & Sundays: closed.
Hertfordshire County Council Offices County Hall, Pegs Lane, Hertford SG13 8DQ 0300 123 4040	Mondays to Fridays: 8:30 – 17:30; Saturdays & Sundays: closed.
Hitchin Library* Paynes Park, Hitchin SG5 1EW 0300 123 4049	Mondays: 13:00 – 18:00; Tuesdays: 10:00 – 19:00; Thursdays & Fridays: 10:00 – 18:00; Saturdays 10:00 – 17:00; Wednesdays & Sundays: closed.
Leighton Buzzard Library* Lake Street, Leighton Buzzard LU7 1RX 0300 300 8059	Tuesdays to Fridays; 9:00 – 18:00; Saturdays: 9:00 – 16:00; Mondays & Sundays: closed.
Luton Central Library* St George's Square, Luton LU1 2NG 01582 547 418	Mondays: 9:00 – 19:00; Tuesdays to Fridays: 9:00 – 18:00; Saturdays: 9:30 – 17:00; Sundays: 11:00 – 17:00.
North Hertfordshire District Council Offices Gernon Road, Letchworth Garden City SG6 3JF 01462 474 000	This office is currently closed but is expected to reopen soon, please check their website before attending.
Stevenage Central Library* Southgate, Stevenage SG1 1HD 0300 123 4049	Mondays: 10:00 – 19:00; Tuesdays to Fridays: 10:00 – 18:00; Saturdays: 10:00 – 17:00; Sundays: 12:00 – 16:00.
Stopsley Library* Hitchin Road, Luton LU2 7UG 01582 706 368	Mondays, Tuesdays, Thursdays & Fridays: 9:00 – 17:00; Wednesdays: 13:00 – 18:00; Saturdays 9:30 – 13:00; Sundays: closed.
Wendover Community Library* High Street, Wendover HP22 6DU 01296 382 415	Tuesdays: 9:30 – 18:30; Thursdays & Fridays: 9:30 – 17:00; Saturdays: 9:30 – 16:00; Mondays, Wednesdays & Sundays: closed.

3.2.5 Those venues marked with an asterisk offer free computer or internet access for those who would like to access the documents online but cannot do so from

home. Please note that some venues require a computer to be booked in advance by contacting the venue.

- 3.2.6 Access to consultation materials at these venues will be subject to them being open, to account for any Covid-19 measures that may in place at the time. At the time of publication, the North Hertfordshire District Council Offices were not open to the public and it is strongly advised to ring ahead to check the availability of this venue before visiting.
- 3.2.7 The locations of these document inspection venues are shown on a map in **Appendix 2**.
- 3.2.8 Printed and alternative format copies of the consultation brochure and response form will be available on request by emailing us at **futureluton@lutonrising.org.uk** or phoning **0800 538 5203** to leave a voicemail request. Printed copies will be sent out within five working days of the request being made, where possible. Alternative format copies will be considered on a case-by-case basis and the timescales for these being sent out will be dependent on the specific request.
- 3.2.9 The full suite of printed consultation documents as listed below will also be made available at the cost of £260 plus postage. All document requests will be limited to one per household or organisation. Requests can be made using the contact details above. Requests for alternative formats of consultation materials will be considered on a case-by-case basis.
- 3.2.10 Documents to be made available during this consultation will include:
- SoCC
  - Consultation Brochure
  - Consultation Response Form
  - Consultation Summary & FAQ Booklet
  - Consultation Event Boards
  - PEIR (including non-technical summary of the PEIR)
  - Draft Employment and Training Strategy
  - Draft Need Case
  - Draft Land Assembly Plans
  - Draft Compensation Policies and Measures
  - Getting To and From the Airport – Our Emerging Transport Strategy
  - Draft Green Controlled Growth Proposals
  - Draft Sustainability Statement
  - Draft Equalities Impact Assessment
  - Works Description Report
  - 2019 Statutory Consultation Feedback Report

3.2.11 All previously published documents will remain accessible on our website ( [REDACTED] ), including materials from the non-statutory summer 2018 consultation and the statutory autumn 2019 consultation.

### 3.3 Consultation events

3.3.1 In line with our digital first approach, we will be running a virtual exhibition that is accessible online via our website ( [REDACTED] ) throughout the consultation period at any time of day or night. This is in recognition of the effect of the pandemic on some people's willingness to attend events, and on our commitment to run the consultation in the most sustainable manner possible. By reducing the number of face-to-face events, the overall number of printed documents required will be reduced, and there will be less need for staff to travel.

3.3.2 Visitors to the website will be able to move around a virtual room to read consultation boards and download copies of consultation materials. This will enable people to access the same information as they would at a face-to-face event without needing to leave home.

3.3.3 People will be able to submit questions to the project team as they move around the virtual room. We will aim to respond to enquiries via email within five working days. If we receive significantly more enquiries than we anticipate and need to amend this timescale, we will provide an updated response time on our website.

3.3.4 People will also be able to request a call back from a member of the project team either by telephone or MS Teams. Those requesting a call back will be asked to provide a summary of their questions to ensure that the most appropriate member of the team is available to contact them.

3.3.5 There was a high rate of attendance at the face-to-face events for the first statutory consultation in autumn 2019. We recognise that there is a strong public interest in the project and that face-to-face events are beneficial in helping people to understand the proposals.

3.3.6 For these reasons and assuming that no Covid-19 restrictions will be in place prohibiting such public events, we are planning to hold 13 face-to-face events over the course of the consultation at the following venues.

3.3.7 The attendance levels at each event in 2019 were considered when selecting the event venues for this consultation. The event locations have been selected to provide a good geographical spread and venue capacity to enable affected communities across the area to attend.

Date and time	Area	Venue address
Tuesday 15 February 15:00-20:00	Luton	St Margaret of Scotland Church Hall 22a Bolingbroke Road, Luton LU1 5JD
Wednesday 16 February 15:00-20:00	Markyate	Markyate Village Hall Cavendish Road, Markyate AL3 8PS

Friday 18 February 15:00-20:00	Stevenage	Stevenage Arts and Leisure Centre Lytton Way, Stevenage SG1 1LZ
Monday 21 February 15:00-20:00	Breachwood Green	Breachwood Green Village Hall Chapel Road, Breachwood Green SG4 8NX
Wednesday 23 February 15:00-20:00	Leighton Buzzard	Leighton Town Football Club Bell Close, Lake Street, Leighton Buzzard LU7 1RX
Friday 25 February 15:00-20:00	Pitstone	Pitstone Memorial Hall Vicarage Road, Pitstone LU7 9EY
Friday 4 March 15:00-20:00	Harpenden	The Eric Morecambe Centre Rothamsted Park, Harpenden AL5 2FR
Saturday 5 March 10:30-15:00	Slip End	Slip End Village Hall Markyate Road, Slip End LU1 4JW
Thursday 10 March 15:30-20:30	Hitchin	Hitchin Town Hall Brand Street, Hitchin SG5 1HX
Wednesday 16 March 14:00-19:00	Tring	Victoria Hall Akeman Street, Tring HP23 6AA
Saturday 19 March 10:30-15:00	Whitwell	Whitwell New Fellowship Hall Bendish Lane, Whitwell SG4 8HT
Monday 21 March 15:00-20:00	St Albans	Jubilee Centre Catherine Street, St Albans AL3 5BU
Saturday 26 March 10:30-15:00	Luton	Wigmore Church and Community Centre Crawley Green Road, Luton LU2 9TE

- 3.3.8 Please be aware that the venues listed have been provisionally booked, but are subject to change following an in-person venue suitability check and formal confirmation of booking by the venues. If any of these venues become unavailable due to unforeseeable circumstances, we will endeavour to find suitable alternatives in the area.
- 3.3.9 The events will have a drop-in format to provide flexibility for attendees. However, we will encourage people to attend outside of peak times (e.g. before 5pm on weekdays) where possible. We will carry out a Covid-19 risk assessment for all venues and there may be measures in place, such as a queueing system for times where a venue exceeds capacity.
- 3.3.10 A map showing the locations of the consultation events can be found in **Appendix 3**.
- 3.3.11 Consultation boards will be displayed at the events to present information about the scheme, including maps and images where appropriate. Printed copies of all consultation documents will also be available to inspect.
- 3.3.12 Printed copies of the consultation brochure and response form will be available for people to take away. People will be able to complete and return the

consultation response form at the events or take it away and return it via Freepost (no stamp required) to **FREEPOST FUTURE LUTON 2022**.

- 3.3.13 We will closely monitor the Covid-19 situation in the lead up to the events and will take a risk assessed approach to ensure the safety of attendees and staff as a priority.
- 3.3.14 In the event that there are restrictions in place at this time, but face-to-face events are still able to go ahead, we will look at measures to maintain the safety of visitors and staff. This could include a booking system to allocate time slots for people or households to ensure that the venues do not reach overcapacity. All consultation materials will be available free of charge on our website and via USB drives on request.
- 3.3.15 If it is not possible to hold face-to-face events due to Covid-19 restrictions, we will consider alternative ways for people to speak with the project team. This could include an increased number of telephone appointments or holding live chat sessions within the virtual exhibition. Any changes to our events will be published on our website ( [REDACTED] ).
- 3.3.16 Throughout the consultation, people will also be able to send in questions about the project and request further information by emailing the project team at **futureluton@lutonrising.org.uk**.

## 4 PUBLICISING THE CONSULTATION

We have identified a number of ways to publicise the statutory consultation to ensure stakeholders have a good opportunity to engage with our proposals. These are outlined below.

### 4.1 Website

4.1.1 All consultation materials will be made available to view online and download free of charge on the project website [REDACTED].

4.1.2 Visitors to the website will be able to read all documentation online and submit their consultation response via the website. Alternatively, they will be able to download the documents and response form to return via Freepost (no stamp required) to **FREEPOST FUTURE LUTON 2022**.

### 4.2 Email

4.2.1 Where appropriate, we will send emails (including relevant links) to stakeholders, including businesses, interest groups, and individuals who took part in the first statutory consultation in autumn 2019 and indicated that they would like to be contacted with project updates.

### 4.3 Public notices

4.3.1 We will comply with Sections 47 and 48 of the Act by publishing statutory notices in newspapers at the start of the consultation period. These notices will provide details about the consultation, including the duration of the consultation period and where consultation documents can be inspected free of charge at document inspection venues, as well as on our website.

4.3.2 These notices will be placed in the following newspapers:

- The Times
- The London Gazette
- Barnet Borough Times
- Biggleswade Chronicle
- Bucks Free Press
- Bucks Herald
- Cambridge News
- Dunstable Gazette
- Hemel Hempstead Gazette
- Hertfordshire Mercury
- Herts Advertiser
- Hitchin Comet
- Hunts Post

- Leighton Buzzard Observer
- Letchworth Comet
- Luton Herald & Post
- Luton News
- Milton Keynes Citizen
- Royston Crow
- Stevenage Comet
- Welwyn & Hatfield Times
- Watford Observer

4.3.3 Digital format statutory notices will also be placed in online versions of these newspapers where available. Should any of these newspapers not be available in print format due to Covid-19, adverts will still be placed in the online versions.

## 4.4 Media

4.4.1 We will provide information about the consultation in national and local newspapers as above.

4.4.2 We will also share press releases with journalists and facilitate coverage in national and local media – print, radio, and television. We will aim to use this media engagement to raise awareness of the consultation process and how stakeholders can have their say.

## 4.5 Posters

4.5.1 We will distribute posters with details about the project, consultation events and how stakeholders can respond to the consultation. Posters will also include a QR code to enable people to quickly access the website via their smartphones.

4.5.2 We will share copies of the poster with venues in our newsletter mailing zone and the surrounding area, and will request that they are posted on noticeboards and in public spaces to help advertise our consultation. These venues will include:

- Local libraries
- Community centres
- Colleges
- Places of worship
- Venues where our events will be held
- The airport
- Parish councils (as identified within the local host authorities)
- Local/district/county councils



## 4.6 Online and social media

- 4.6.1 We will promote the consultation using social media channels, including Twitter and Facebook.
- 4.6.2 The posts will include details of the project and will encourage users to visit the project website to find out more and provide their feedback. They will also share details of the virtual and face-to-face events.
- 4.6.3 We will also liaise with the host local authorities to encourage them to use their own social media channels to promote the consultation.

## 4.7 Paid-for media adverts

- 4.7.1 In addition to our social media posts, we will use geographically targeted advertising on social media, including Twitter and Facebook, to encourage stakeholders to visit the project website and provide feedback.
- 4.7.2 We will also place advertisements in local printed and digital newspapers, in addition to the statutory notices mentioned above.

## 4.8 Parish and district council websites, newsletters, and noticeboards

- 4.8.1 We will submit information to statutory parish councils and host local authorities to include in their newsletters and request that they also use their websites to publicise links to the project website.
- 4.8.2 Where parish councils allow advertisements in their newsletters, we will also seek space for advertisements to promote the consultation, events, and to direct stakeholders to the website. We will send packs of posters to each parish council to put on their local noticeboards.

## 4.9 Newsletter

- 4.9.1 We will send out a newsletter to properties within a defined mailing area at the launch of the consultation. The newsletter will provide details about the consultation, including how to respond and details of the events.
- 4.9.2 The mailing area was created by combining a number of elements, including:
- 4.9.3 the zone we sent newsletters to during the 2019 consultation, excluding the areas around event venues that are not being used for this consultation;
- a 1km buffer around each of the 13 venues we are holding face-to-face events at;
  - the areas identified as being most affected by aircraft noise, from both arrivals and departures; and
  - residential areas with a strong interest in the project, including Luton.
- 4.9.4 For a map of the distribution area for the newsletter, please see **Appendix 4**.

4.9.5 In addition to properties within this area, we will also send copies of the newsletter to a range of organisations, including:

- Local libraries
- Community centres
- Places of worship
- Venues where our events will be held
- Parish councils
- District, unitary, and county councils

#### **4.10 Letters and USB drives to statutory consultees**

4.10.1 We will carry out consultation under Section 42 of the Act at the same time as we conduct consultation as required by Section 47. Accordingly, statutory consultees as defined by Section 42 will receive consultation letters at the outset of the consultation period.

4.10.2 Enclosed within the letters will be a USB drive containing the consultation documents.

#### **4.11 Letters to newly identified statutory consultees**

4.11.1 Additional Section 42(d) consultees may be identified as a result of the changes to the project. Newly identified consultees as defined by Section 44 will receive a letter at the outset of the consultation period.

## 5 ENGAGEMENT

In addition to the consultation events and methods of promotion outlined above, we also want to ensure that details of the consultation are shared more widely to engage further with particular communities.

### 5.1 Local authorities

5.1.1 We will offer briefings to the relevant officers and elected members at host local authorities and statutory parish councils ahead of the consultation launch.

5.1.2 We will also work with local authorities to ensure that they have the correct information about the project and consultation. We will help them to advertise and promote the consultation effectively for their residents if they choose to do so, such as providing print and digital information (e.g. for use in newsletters), and through their customer contact centres.

### 5.2 Elected members

5.2.1 We will offer briefings to Members of Parliament and councillors in constituencies affected by the project to ensure they are aware of the consultation.

### 5.3 Businesses

5.3.1 We will encourage business groups, such as the Chamber of Commerce, airlines, the South East Midlands Local Enterprise Partnership (SEMLEP), Hertfordshire Local Enterprise Partnership, Buckinghamshire Local Enterprise Partnership, Buckinghamshire Business First, Oxford-Cambridge Arc, and England's Economic Heartland to engage with the proposals and share details with their business community contacts and employees.

### 5.4 Hard-to-reach groups

5.4.1 Hard-to-reach groups are groups within society that are typically under-represented in the planning process, including groups who have protected characteristics under the Equalities Act. These groups may include ethnic minorities, people with disabilities, travellers and young people. We will be working with local authorities to draw on their knowledge of the local area and identify hard-to-reach groups that we can engage with during the consultation.

#### *Young people*

5.4.2 We will contact educational establishments within the newsletter mailing zone, including primary and secondary schools, colleges (16-18-year-old students), and universities to provide information that will allow them to advertise the consultation to students and pupils. This will include the distribution of poster packs.

### ***Working families***

- 5.4.3 Working families often have difficulty accessing consultations because of time and childcare commitments. We have therefore ensured that face-to-face consultation events are scheduled for both evenings and weekends as well as during the day. We will have a dedicated security team to ensure that they are a safe space for families. The virtual exhibition will also be open 24/7 throughout the consultation period so people can access it at a time convenient to them.

### ***Traveller communities***

- 5.4.4 We will draw on the expertise of local authorities on the best ways to engage with traveller communities to ensure that people without permanent addresses who reside in the local area are informed about the consultation.

### ***People with disabilities***

- 5.4.5 A key criterion for choosing consultation venues is that they are accessible to those with disabilities. We will also work with local authorities to identify how we engage with forums and groups representing people with disabilities.
- 5.4.6 We will provide printed copies of the consultation brochure and response form to the Luton, Hertfordshire, and Central Bedfordshire Home Library Services. These services are free and provided by the local authorities for residents unable to visit a local library. The documents will be able to be delivered to homes with other books by their team of dedicated staff and volunteers, upon request.
- 5.4.7 We will also consider all requests to make documentation available in formats that are accessible for disabled people, such as easy read, large print, or braille.

### ***Minority groups***

- 5.4.8 Promotional poster packs will be distributed to community centres and places of worship in wards that have diverse populations. We will work with local authorities to encourage forums and community groups to engage with the plans during the consultation.

### ***People who require alternative print formats***

- 5.4.9 We will consider requests for alternative document formats (such as translations, easy read, large print, or braille) to enable all members of the public to view and comment on the consultation documents where it is reasonably practical to do so. Any requests will be dealt with on a case-by-case basis.

## 6 NEXT STEPS

### 6.1 Responding to the consultation

6.1.1 People will be able to respond to the consultation via the following channels:

- Online response form – available at [REDACTED]
- Email – by sending a copy of the response form, and/or any other comments, to us via email at **2022consultation@lutonrising.org.uk**
- Post – by returning a printed copy of the response form, and/or any other comments, to us via our Freepost address (no stamp required) at **FREEPOST FUTURE LUTON 2022**
- Face-to-face events – by completing and submitting a printed copy of the response form at one of our events (listed in section 3.3 of this document)

6.1.2 Printed copies of the consultation response form will also be made available free of charge in the following ways:

- At the document inspection venues as listed in section 3.2 of this document
- At our face-to-face consultation events as listed in section 3.3 of this document
- On request by emailing us at **futureluton@lutonrising.org.uk** or phoning **0800 538 5203** to leave a voicemail request

6.1.3 A copy of the response form will also be available for download from our website to be printed at home and returned via Freepost or email to the addresses listed above.

6.1.4 The consultation response form will include questions on the entire scheme. There will also be an opportunity for people to provide general comments on the proposals and overall scheme.

6.1.5 Respondents to the consultation will also be invited to leave their addresses and postcodes to help us understand the geographical distribution of different concerns and issues.

6.1.6 The deadline for accepting responses to the consultation is 23:59 on 4 April 2022.

6.1.7 Please note that while all the feedback we receive by the deadline will be recorded and considered, we will not be able to respond to individual comments.

### 6.2 Consultation Report

6.2.1 We will produce a Consultation Report to accompany our application for development consent as required by Section 37(3)(c) of the Act. This report will detail how we have had regard to the responses received during consultation when developing our proposals.

6.2.2 We will prepare and submit our application for development consent and, if it is accepted, will publish notices that will allow any interested parties to submit their representations and subsequently participate in the examination process.

6.2.3 You can read more about the DCO process on the Planning Inspectorate website ([infrastructure.planninginspectorate.gov.uk](https://infrastructure.planninginspectorate.gov.uk)).

### **6.3 GDPR and privacy**

6.3.1 We are committed to protecting personal information. Any information provided will be used in line with applicable laws concerning the protection of personal data, including the General Data Protection Regulation (GDPR), which came into effect in May 2018. Under the terms of the GDPR, individuals have certain rights over how their personal data is retained and used by us.

6.3.2 For more information, see our full data privacy statement on our website ([\[REDACTED\]](#)).

6.3.3 The information that is shared with us during the consultation will be used for a number of purposes, including:

- To collate and analyse feedback to help with the development of our plans
- To produce our Consultation Report as part of our application for development consent (no individual personal data will be published)
- To write to those that share feedback with updates about the outcomes of this consultation and other developments (unless specified otherwise)
- To keep up-to-date records of our interactions with individuals and organisations

6.3.4 The information shared with us during the consultation may be used by the following recipients to record, analyse and report on the feedback received:

- London Luton Airport Limited (trading as Luton Rising)
- Project consultants
- The Planning Inspectorate
- The Secretary of State
- Department for Transport

### **6.4 Contact details**

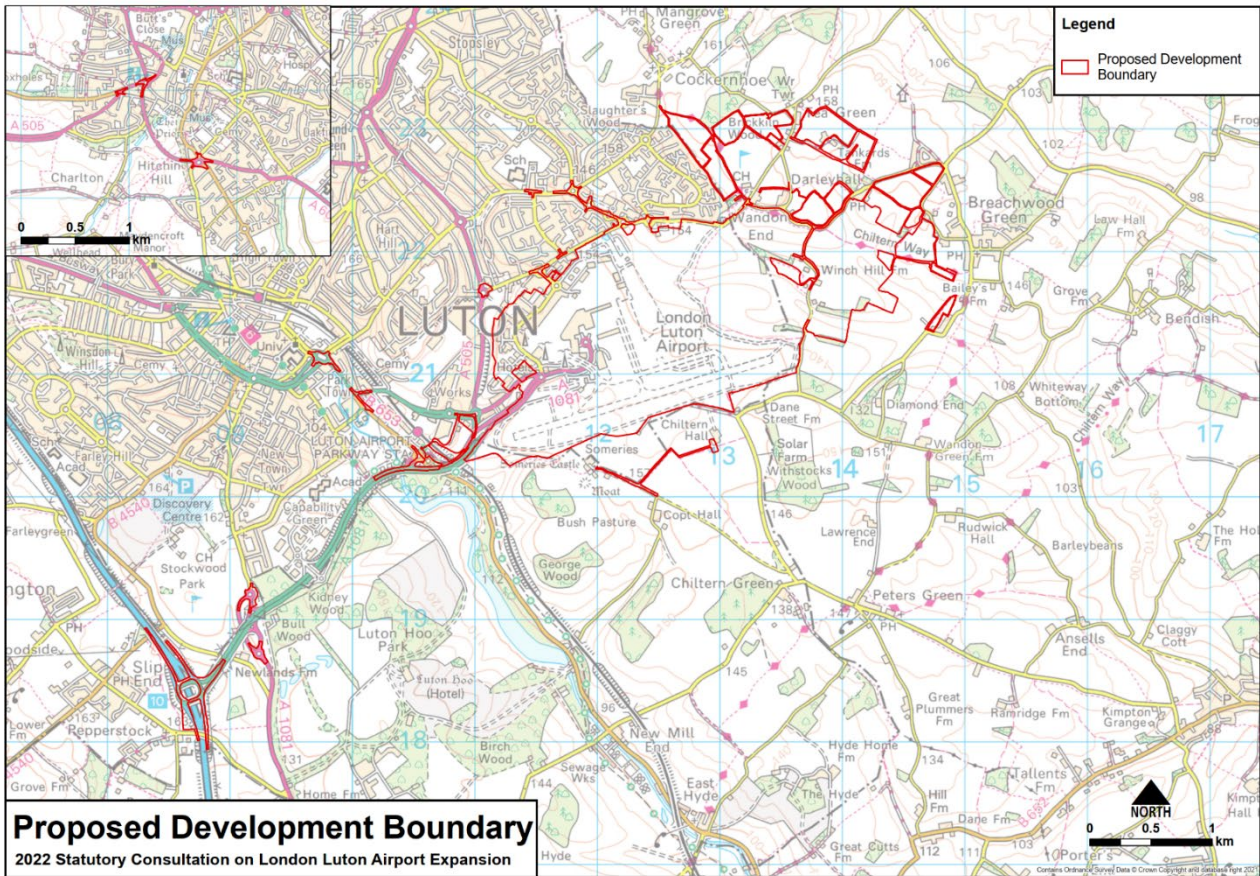
6.4.1 You can contact us via the following methods if you would like more information about the project or to request copies of consultation documents:

- Email: [futureluton@lutonrising.org.uk](mailto:futureluton@lutonrising.org.uk)
- Telephone: 0800 538 5203 to leave a voicemail request
- Post: FREEPOST FUTURE LUTON 2022

## **6.5 Further consultation**

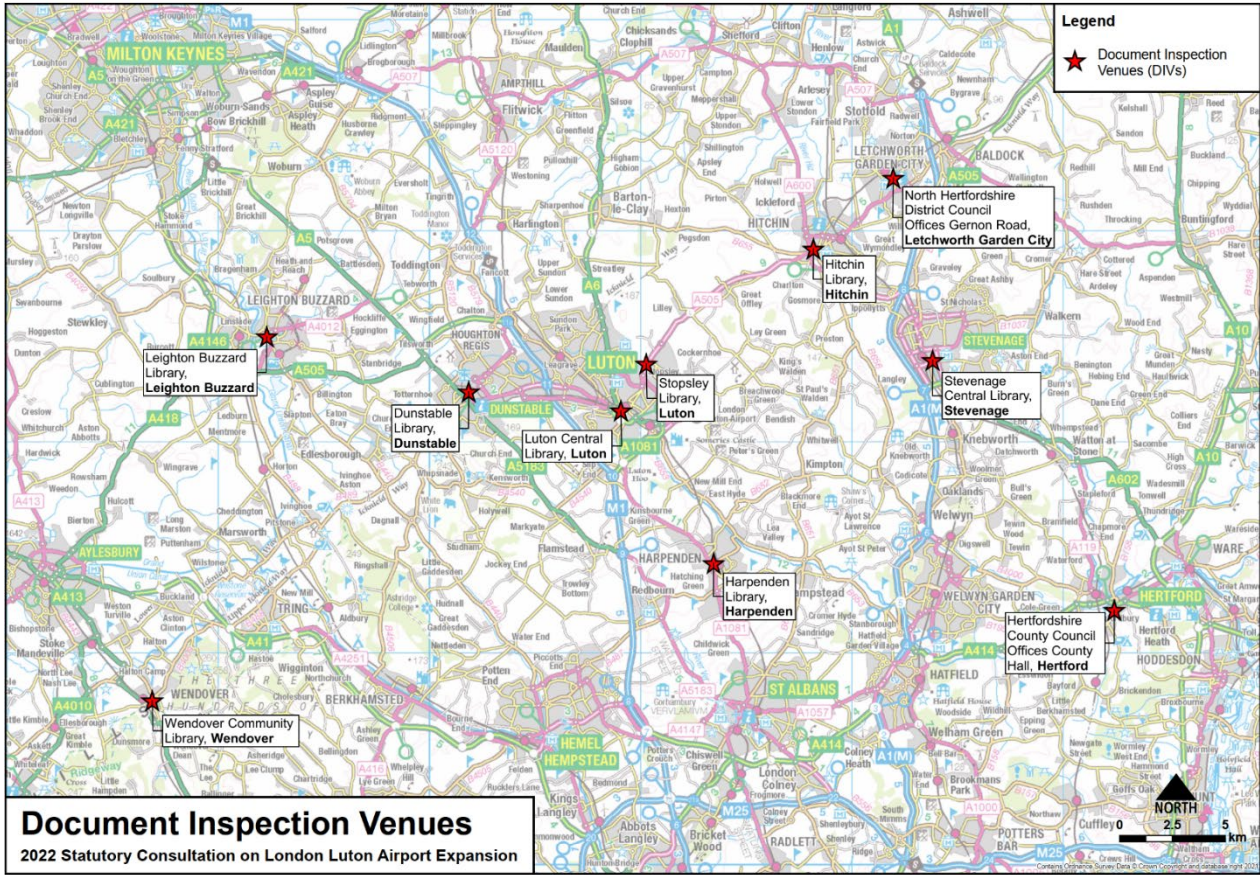
- 6.5.1 Following the close of this statutory consultation, there may be some additional changes to our proposals.
- 6.5.2 If we judge these changes to be significant or they affect new statutory consultees, we may undertake a further targeted consultation. This would ensure that those affected by any changes to our proposals have an opportunity to comment.
- 6.5.3 We would write to those directly affected by the changes, including Section 42 consultees and the local community.

# APPENDIX 1 – PROPOSED DEVELOPMENT BOUNDARY

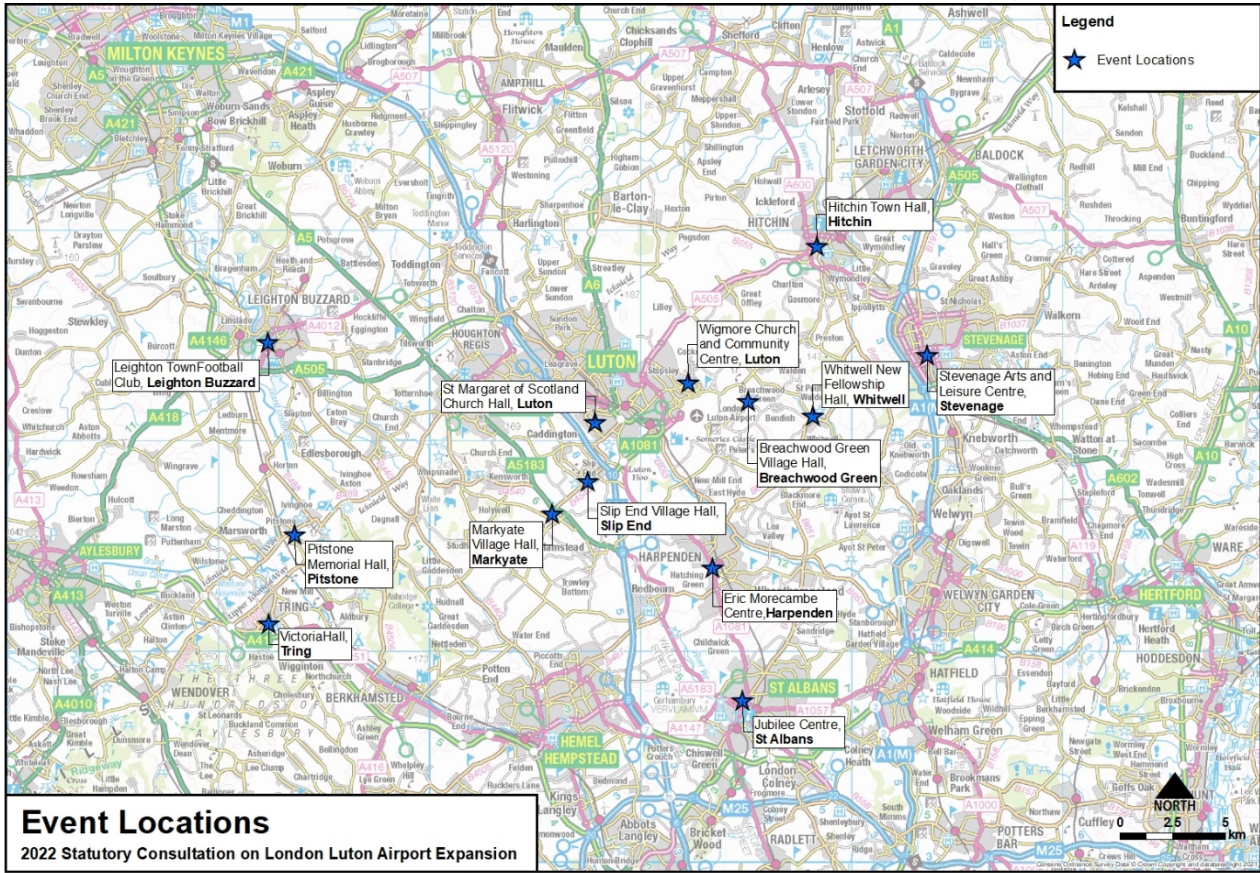




# APPENDIX 2 – DOCUMENT INSPECTION VENUE LOCATIONS



# APPENDIX 3 – EVENT LOCATIONS



# APPENDIX 4 – NEWSLETTER DISTRIBUTION AREAS

