



## Preliminary Meeting Note

Application: London Luton Airport Expansion project  
Reference: TR020001  
Time and date: 10:00, 10 August 2023  
Venue: Riverside Suite, Venue 360, 20 Gipsy Lane, Luton, LU1 3JH.

*This meeting note is not a full transcript of the Preliminary Meeting. It is a summary of the key points discussed. A video recording of the event is available on the National Infrastructure Planning website and can be accessed via the following link:*

<https://infrastructure.planninginspectorate.gov.uk/wp-content/ipc/uploads/projects/TR020001/TR020001-001252-Luton PM Code.html>

### **Welcome and Introduction (Agenda Item 1)**

Jo Dowling welcomed those attending and introduced herself as the lead panel member for the Examining Authority (ExA). Sarah Holmes, Richard Hunt, Beth Davies and Andrew Robinson then introduced themselves as the remaining members of the ExA who had been appointed by the Secretary of State to examine the application for the London Luton Airport Expansion project.

Jo Dowling confirmed that all members of the ExA had made a formal declaration of interests and that there were no known conflicts of interests which would prevent the ExA examining the application.

The ExA introduced Siân Evans as Case Manager for the project, Martin Almond as Operations Manager for Transport projects and case officers Rammiel Burnie and Ben Chan. The ExA explained that the contact details for the Case Team could be found at the top of any letter received from the Planning Inspectorate and on the project page of the National Infrastructure Planning website.

The ExA highlighted that the agenda for this meeting could be found in [Annex A of the Rule 6 letter](#) and that further information on the examination process could be found in [Advice Note 8.4](#).

The ExA highlighted that recordings and transcripts would be published for the meeting and explained that tweets, blogs and other similar communications would not be accepted as evidence in the examination of the application.

Speakers in attendance then made their introductions. Luton Borough Council (LBC) made a short statement on behalf of Central Bedfordshire Council (CBC) in lieu of its attendance. CBC also submitted a letter in lieu of attendance which has been published on the project page of the National Infrastructure Planning website [here](#).

### **Digital recording**

A digital recording of the Preliminary Meeting is available via the project page of the National Infrastructure Planning website shown [here](#) and can also be located within the Events and Hearings section of the [Examination Library](#).

### **General Data Protection Regulation**

The ExA explained the Planning Inspectorate's duties under General Data Protection Regulation (GDPR).

Further information relating to the GDPR can be found in the [Inspectorate's Privacy Notice](#).

### **The Examining Authorities' remarks about the Examination Process (Agenda Item 2)**

The ExA briefly explained the examination process under the Planning Act 2008 (PA2008) and the purpose of the Preliminary Meeting, further information can be found in [Advice Note 8.4](#).

Andrew Lambourne (AL) representing LADACAN asked for clarification of how the ExA had defined sustainable development for the purposes of the Initial Assessment of Principal Issues (IAPI). The ExA stated that it would provide a response in its Rule 8 letter.

AL also asked whether new revisions of documents could be provided in clean and tracked change versions or include a table highlighting any changes. The ExA highlighted that the Procedural Decisions on [page 5 of the Rule 6 letter](#) require the Applicant to provide a 'Guide to the application' document, which will list all of the documents submitted with the application, note when they are amended or updated and detail what changes have been made.

### **Initial Assessment of Principal Issues (Agenda Item 3)**

The ExA explained the purpose of the Initial Assessment of Principal Issues (IAPI) (section 88 of the PA2008), which can be found in [Annex C of the Rule 6 letter](#) and asked for any observations on them.

The Applicant confirmed that it was broadly happy with the IAPI but raised two points, namely the need case and national and local policy context, which they advised they assumed would naturally form part of the Examination. The Applicant noted that both LBC and the Hertfordshire Authorities had raised similar points.

The ExA explained that need was included as an overarching Principal Issue in Annex C and that the national and local policy context and other publications that may also be important and relevant would be considered.

David Gurtler representing LBC acknowledged this clarification. In response to a query from LBC on which of the topics would be considered at Issue Specific Hearings, the ExA advised that these would be published in agendas at the relevant time.

AL representing LADACAN reinforced its request for finance and governance to be considered. The ExA advised they would consider these requests.

Tim North representing Holiday Extras Ltd raised traffic and transportation, particularly surface access, off-site carparking and green controlled growth, and the need to consider these jointly as a potential issue.

The ExA reassured parties that although topics may not be explicitly mentioned, it did not mean they would not be considered as the ExA recognised there may be an overlap between issues.

Chris Haden representing Stop Luton Airport Expansion highlighted that health wasn't listed as a Principal Issue. The ExA advised this was included as a bullet point under Issue 9 'Social, economic and land-use considerations'.

John Smith raised a query regarding the status of a planning application proposing to increase passenger numbers from 18 million to 19 million passengers per annum. The ExA advised that it was aware of the application and would monitor its progress and the outcome of any decision. In response, AL representing LADACAN advised that a decision was due on 22 August 2023. This was confirmed by LBC.

#### **Procedural decisions (Agenda Item 4)**

The ExA clarified the procedural decisions made under section 89(3) of the PA2008 and asked for any observations.

Those procedural decisions can be found in [Annex F of the Rule 6 letter](#).

The Applicant provided a brief update on traffic modeling confirming they remain on track to deliver this by December 2023. The Applicant advised that it was waiting for the results, but the expectation was a small downward reduction in the level of traffic, which would affect the timing but not the delivery of the mitigation which is adaptive and is not committed to a specific year. The Applicant suggested that this would result in no materially new or different effects.

#### **Examination Timetable (Agenda Item 5)**

The ExA noted requests, already received in writing, to amend the draft Examination Timetable contained in [Annex D of the Rule 6 letter](#) and also welcomed further suggestions from the parties in attendance.

The ExA highlighted key points in the draft Examination Timetable. This included Deadline 1 for submission of, amongst other things, Written Representations, comments on Relevant Representations, submission of Local Impact Reports and written notification of attendance at an Accompanied Site Inspection or Hearings. It also highlighted Deadline 2 for the submission of comments on Written Representations and Local Impact Reports.

The ExA asked those who were attending if there was anything further they wished to add to their written submissions.

All comments received were duly noted by the ExA and the ExA advised that it would consider these matters when it confirmed the Examination Timetable.

The confirmed Examination Timetable can be found in the [Rule 8 letter](#) published on 17 August 2023.

The ExA clarified the purpose of:

Issue Specific Hearings  
Compulsory Acquisition Hearings  
Open Floor Hearings  
Accompanied Site Inspections  
Unaccompanied Site Inspections

The ExA sought comments on the arrangements for the above events. These were duly noted and the ExA advised that these would be considered when it confirmed the Examination Timetable.

Further information relating to hearings and site inspections can be found in our [Advice Note 8.5](#).

### **Any Other Matters (Agenda Item 6)**

Dr Claudette Satchell, a local resident, asked whether there was an issue with the joining instructions link shared with speakers as several participants registered to speak at the Preliminary Meeting did not attend or dial in. Dr Satchell asked whether an update could be shared with the public at the next opportunity.

The ExA clarified that a number of individuals who had originally registered to attend the Preliminary Meeting had chosen to attend an Open Floor Hearing instead as they wanted to discuss merits or concerns relating to the proposals rather than examination procedure. The ExA confirmed it would investigate the matter and provide an update in its Rule 8 letter.

### **Close of meeting (Agenda Item 7)**

The ExA thanked the attendees for their participation, reminded them of the Open Floor Hearings due to be held on Thursday evening and Friday morning and reiterated that all points raised both orally and in writing would be considered.

The ExA reiterated that the Rule 8 letter with the confirmed Examination Timetable would be issued as soon as possible after the close of this meeting.

The meeting was closed at 11:22.