

HEATHROW AIRPORT CONSULTATIVE COMMITTEE

Minutes of the meeting held on 28 March 2001 at Heathrow Point West

PRESENT:

Sam Jones, Chairman	-	HACC
Maurice Hudson, Technical Adviser	-	HACC
Sue Heeps, Secretary	-	HACC
Keith Abnett	-	FANG
Cllr Josephine Barrett	-	LB of Hillingdon
Cllr M Beer	-	RB of Windsor & Maidenhead
Cllr G Blampied	-	Spelthorne BC
Janet Brady	-	Independent
Cllr Peter De Vic Carey	-	LB of Hounslow
Philip Carlisle	-	GBTA
Cllr Mike Cartwright	-	LB of Hammersmith & Fulham
John Cavalla (Deputy)	-	HACAN/ClearSkies
Cllr Gerry Ceaser	-	Spelthorne BC
Don Coventry	-	TUC
Cllr S Dhaliwal	-	LB of Hounslow
Paul Ellis	-	IATA
Roy Featherstone	-	ABTA
Cllr K Gent	-	LB of Richmond
Iain Hope	-	HASG
Dave Hopkins	-	BATA
Andy Hull	-	Independent
Sir Peter Innes	-	LCCI
Cllr S Kallar	-	ALG
Cllr Kanwal	-	LB of Hounslow
Cllr M Khursheed	-	LB of Hillingdon
Tony Lucking	-	AUC
Cllr M Majumdar	-	LB of Ealing
Cllr M Mann	-	Slough BC
Cllr James Maxwell	-	Surrey CC
Brian Sharp	-	EANAG
Cllr Tom Stubbs	-	LAANC
Cllr G Tomlin	-	LB of Hillingdon
Brian Yates	-	Consumers' Association

HEATHROW AIRPORT LIMITED

Roger Cato	-	Managing Director
Paul Fox	-	Safety & Security Director
Ian Witter	-	Environment & Compliance Mgr
Jon Phillips	-	Deputy Public Affairs Director
Andrew Dryland	-	Planning & Environment Director
Gerard Silverstone	-	Public Affairs Manager

OTHERS

Paul Reardon	-	DETR
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Apologies for absence were received from the following :- Nigel Beresford (Independent), Mark Balaam (LTB) and Danny Brown (Independent).

Welcome: The Chairman welcomed Cllr Mike Cartwright from the LB of Hammersmith & Fulham to his first meeting.

2554 MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on 24th January 2001 were agreed as a correct record.

2555 MATTERS ARISING

2539.6 - Runway Rehabilitation

John Cavalla said that he assumed the reference to the Airbus A380 capability referred to weight and asked what would happen if the new aircraft could not meet the new DETR departure noise limits.

Roger Cato said that BAA Heathrow had visited Toulouse to view a mock up of the new aircraft and were undertaking a variety of works to alter taxiways, prepare aircraft parking stands and fixed ground power and hydrant arrangements. The aircraft is not expected to be in service until 2006 and is not expected to be noisier than the current generation of aircraft. Ian Witter confirmed that Airbus have indicated that the A380 will be in the region of QC1/QC2.

Roger Cato suggested that a presentation on the characteristics of the A380 should be brought to a future meeting. Members welcomed this suggestion.

2459 - DETR

There was no news about the case before the European Court of Human Rights.

Environment & Local Issues Sub-Committee

The Chairman proposed that, due to a lack of business, the Environment & Local Issues Sub-Committee meeting provisionally planned for 17th April be cancelled. Members agreed.

2556 REPORT BY THE CHAIRMAN AND SECRETARIAT

- .1 The Chairman reminded Members that a new rule about non-attendance had been introduced following the expansion of the Committee. There had been some concern about this rule and the matter was discussed at the February meeting of the General Purposes & Economic Issues Sub-Committee. Members supported the rule but agreed that the constitution should be changed to allow a substitute should the Member or the Deputy be unable to attend a meeting. BAA Heathrow had agreed to this change and the revised Rules of Procedure was circulated with the agenda.
- .2 The Chairman proposed that the May 2nd meeting of the Committee be taken up by a tour of various airport facilities. He confirmed that attendance would be counted in the records. Members welcomed the suggestion.

.3 **HACC Website**

Work on the website was progressing.

- .4 The Chairman congratulated Surrey County Council on becoming a Centre of Excellence for Integrated Transport. He also congratulated BAA on its Environmental Construction Awards and a transport award from the Automobile Association.

2557 REPORT BY THE MANAGING DIRECTOR, BAA HEATHROW

- .1 The Managing Director's report had been circulated with the agenda.
- .2 Roger Cato said that BAA Heathrow had been working with Transport for London on the taxi situation at Heathrow. A date for an open meeting to discuss the issues had been set for 10th May 2001.
- .3 The British Airways Cargo building is now almost fully commissioned. The cargo area plans are being formulated to accommodate the A380 (some of which have been ordered in the all-cargo configuration). Some of the older buildings will be demolished and the apron adapted to accommodate the aircraft.
- .4 Flight information is now available on the internet, via mobile telephone technology and on Ceefax for Heathrow and Gatwick.
- .5 The runway rotation scheme came into effect on 26th March. This will mean weekly rotation of westerly and easterly preference for arrivals at night, subject to weather conditions. The split between westerly and easterly operations at night is expected to change to approximately 47% easterly and 53% westerly landing approaches.
- .6 The DETR announced new departure noise limits on 19th December 2000. The daytime noise limit was reduced from 97dBA to 94dBA with effect from 25th February 2001. The night time limit was reduced from 89dBA to 87dBA with effect from 25th March. The existing 89dBA level was retained during the shoulder period (2300-2330 and 0600-0700). The £500 and £1000 fines will continue to be levied against infringements. The night time fines were imposed on 25th February. The day time fines will be phased in over the next few months to allow airlines time to change their procedures in an endeavour to comply with the new limits.
- .7 Iain Hope asked about the proposals for changes to the roads in the central terminal area. Roger Cato said that it became more and more difficult to implement improvements and keep the airport running but plans to improve the transport interchange in the centre of the CTA were being considered.

These plans included an overground tube connecting the terminals. Car Park 1 was in urgent need of structural repair and a decision had to be made either to repair or demolish the car park. Long term, the possibility of a light guided rail system from the Northside car parks into the centre was being considered.

Cllr Tomlin welcomed the idea of demolishing a car park and asked about alternative fuel initiatives. Roger Cato said that BAA Heathrow now have a number of LPG vehicles, mainly light vans and cars used landside. Vehicles used airside are mainly run on 'red' diesel so there was less financial motivation to change. A petrol/electric vehicle that does about 60 miles to the gallon has been trialled at Gatwick.

- .8 John Cavalla said that he was sure BAA understood the importance of runway alternation to local residents. Whilst a figure of about 90% adherence looked good this meant that about 60 aircraft a month flew out of alternation. Residents planned events around the alternation schedule and these aircraft caused great annoyance, he asked that the alternation adherence was improved if at all possible. He went on to say that the use of TEAM was increasing and was justified in terms of congestion but were periods of TEAM included in the adherence to runway alternation figures?

Roger Cato said that BAA were very aware of the importance of runway alternation. He agreed TEAM was a measure to reduce congestion but it was not full mixed mode, it was a limited mixed mode operation on one runway. Paul Fox confirmed that the figures for TEAM are included in the runway alternation adherence figures.

2558 THE PLANE: AVIATION AND THE ENVIRONMENT

A report from the Technical Adviser (HACC.261) was circulated with the agenda and was noted.

2559 SERAS

- .1 A report from the Technical Adviser (HACC.262) had been circulated with the agenda. This detailed the items discussed at the sixth meeting of the Reference Group. The Technical Adviser said that he had received an assurance from the DETR that any environmentally attractive sites would not be ruled out purely on the basis of the cost of implementation. The next meeting will be in about three months time.
- .2 Cllr Tomlin said that the figures given in paragraph 10 of the report showed that Heathrow had lost the battle to compete with the number of aircraft movements at the other major European airport hubs and questioned whether the need for Terminal 5 was sustainable. The Technical Adviser said that the

figures were for Heathrow's hourly movement capacity and did not relate to the amount of aircraft that were handled throughout the year nor to the amount of passengers carried on each aircraft. Heathrow is still the leader in the number of passengers carried through European airports.

- .3 Cllr Maxwell asked about the timescale for the study. The Technical Adviser explained that SERAS is the ongoing study for the South East Regional Air Services. This would take much longer than the Regional Air Services Study for the other regions of the UK which was already completed. The Government is expected to issue a consultation document about the Regional Air Services Study some time in the summer of 2001. The Government have given an assurance that they will not issue any consultation or come to any conclusions about the SERAS study until after a decision about Terminal 5 has been announced.
- .4 Brian Sharp commenting on the slide entitled Impact of EU Airports which showed the capacity constraints in the SE, said it would have been useful if the number of runways could have been included.
- .5 John Cavalla pointed out that Paris had only two airports whilst London had four or even five which were more than capable of meeting the demands of the future.

2560 NATIONAL SEMINAR ON 'THE FUTURE OF AVIATION'

- .1 A report from the Technical Adviser (HACC263) had been circulated with the agenda.
- .2 Cllr Tomlin welcomed the comments which had been made at the Seminar on airport planning. He asked if the General Development Order process was discussed as he felt that this did hinder the planning application process. The Technical Adviser said there was no discussion about the GDO because most of the Permitted Development rights at the airport have already been taken up. Development then becomes subject to normal planning permission regulations.
- .3 Brian Sharp thanked the Technical Adviser for the report and for the reports produced at the various sub-committees which discussed 'the Future of Aviation'. He went on to say that, under Economic Effects, the OEF Study was considered 'dubious' by some organisations.

2561 THE FUTURE OF AVIATION

- .1 The Chairman said that it was a major challenge for the HACC to respond to the consultation in a balanced way. He reminded Members that the consultation was on national policy for aviation and not Heathrow per se. He congratulated the sub-committees on their hard work and drew attention to the Minutes of the various meetings which had been circulated with the agenda. The Technical Adviser had summarised the comments made and prepared a draft response for discussion which had been circulated with the agenda (HACC.268). The Chairman proposed to go through the draft noting comments from Members.
- .2 Main Question - A
Cllr Gent said the second sentence should read'new' airports in sustainable locations,...' She went on to say that if demand is becoming so great that new airports and new runways are constantly necessary, unrestrained demand will become unworkable. It would be impossible for the industry let alone environmentalists. Richmond Council had reservations about the statements made in this paragraph and it should be more restricted. The Chairman said that these comments were noted as were the comments made in the Surrey County Council response but it was essential that the Committee came to some sort of consensus.
3. Cllr Tomlin was concerned about the words '...technically and practically possible.' This sounded as though it was not practicable to improve air quality or reduce congestion. He thought that any development must be sustainable and able to live within the environment in which it was framed. He would prefer more stringent wording, suggesting that unless negative effects were comprehensively addressed, sustainability would be compromised and development should not be allowed.
- .4 Paul Ellis said that sustainability was multi-faceted and included economic, environmental and social factors. There was a question of balance and looking at mitigation was the way forward, if there was an absolute limit there would be no new development at all. He felt the paragraph was apt for the national consultation and there could be further discussions at a local level. He pointed out that on the question of demand management in the aviation industry, there had been no new runways in the South East since World War 2 with the exception of London City and the industry was falling a long way behind in terms of ability to meet natural growth.
- .5 Brian Sharp said that there was no quantification of demand or details of demand management. There was a limit to the amount of demand that could be satisfied in a certain location. The Chairman suggested that members were content with demand so long as there was no deterioration in current sustainability. This was agreed although Paul Ellis said that this should be put in national terms.
- .6 Page 2 - B

Cllr Tomlin queried the idea of taxation intended to deter as he wasn't sure how this tied in with the idea of paying less tax for a less polluting vehicle. The Technical Adviser said that this was not a reference to environmental taxation but rather to taxes such as Air Passenger Duty which were charged purely as revenue raising devices with no intention of reducing travel demand.

- .7 John Cavalla disputed the idea that penalties made research and development projects more difficult for the industry, he suggested it was amended to say that it made it more difficult to raise profits in the industry. Philip Carlisle said that the sentence was intended to pursue the argument that it would be preferable if money raised by penalties was pointed back towards mitigating or solving problems caused by the industry rather than removing the funds from the system altogether.
- .8 Page 2 - C
Cllr Majumdar found the first sentence difficult because she was not sure how anyone was supposed to know what 'ascertained and apportioned costs' were. She suggested the words 'if aviation is able to cover its costs, including its environmental costs'.
- .9 Page 3
Paul Ellis said the sentences relating to 'slots' covered a difficult area and he did not think it was for the HACC to express a view one way or another about who has property rights over slots. Several members strongly disagreed with this view. Cllr Maxwell said that there had been long discussions about slots and members had expressed disquiet about the availability of slots that may be purchased by the larger airlines creating a monopoly. Dave Hopkins said the suggestion of auctioneering would lead to the loss of regional services and the monopoly situation members feared. Paul Ellis also feared retaliation measures by other countries around the world penalising UK airlines. The Chairman noted that Iain Hope had expressed the view that auctioning of slots would lead to a prevalence of intercontinental flights and the money raised being swallowed by the Treasury. It was agreed that the Secretariat would mitigate the statements made in this paragraph.
- .10 Page 5 - H
Cllr Majumdar agreed that DVT was important but asked that another health factor be mentioned in the response. It was not compulsory for cabin staff to be trained in resuscitation nor for aircraft to carry defibrillation equipment. This was an opportunity to raise the issue and might save a considerable number of lives.
- .11 Page 5 - I
Cllr Tomlin did not agree that the AUC should recruit members partly by invitation. Other members thought the combination of invitation and advertisement was satisfactory. There was discussion about the funding comments and the Technical Adviser agreed to eliminate the sentence referring to funding.
- .12 Page - 5/6 - Economic Effects

Cllr Maxwell said that Surrey CC had for years said that demand must be managed and not led. Aviation brought significant benefits but he queried whether demand could be met. Discussion reverted to the question of 'Demand' and Philip Carlisle said that he thought the final sentence in Main Questions (c) summed up the matter and Cllr Gent agreed. Brian Sharp said that he thought the Technical Adviser had done a very good job of weaving the various views together.

.13 Page 6/7 - Environmental Effects

Cllr Maxwell raised the issue of air quality around Heathrow which exceeded the EU standard for NOX. Roger Cato said that there were a whole series of programmes and initiatives to reduce NOX levels. Reference was made to the health study around Chicago Midway airport and Roger Cato said that there were equally conflicting reports to refute the claims made in the study and that a balanced view needed to be taken. The Chairman agreed that the study mentioned was limited.

.14 Iain Hope and John Cavalla commented on 'roof insurance' and after some discussion it was agreed that this should be changed to 'roof insurance/insulation'.

.15 Page 6 - B

Paul Ellis did not think that Government should exercise its option to impose 'Public Service Obligations'. He thought that Heathrow's primary purpose was to provide a service from London to as many destinations as possible. The Technical Adviser said that this stemmed from earlier discussions by the Committee when it was agreed that they wanted to see a balance of both regional and long haul service provision. Cllr Gent agreed. The Chairman suggested the word 'should' be changed to 'could'.

.16 Paul Reardon said that there had been an interesting discussion earlier which led to the conclusion that a proposition may be sustainable in one place but not another. However, the second paragraph on page 7 a 'one cap fits all' approach was being recommended. Cllr Tomlin agreed with this and drew attention to the last paragraph which talked about the responsibility of the CAA. He still believed that there was a greater role for the local authority to play in protecting their residents.

.17 Philip Carlisle said that if there was one set of noise regulations internationally they should be the same otherwise it would be impossible for an airline to balance their operations between places where one would accept more decibels than another.

.18 Page 7 - B

Cllr Majumdar said the first part of the response referred to the economic cost but did not refer to the cost to the community involved in aviation. She suggested the second sentence should read "There is some limit to both the speed and the degree of noise reduction that can be achieved at an economic cost to the industry." The third sentence could be changed to read "...over the long term, that this involves an economic cost to the community, and that international regulation...". Members agreed.

- .19 Cllr Tomlin was unhappy about the third paragraph which appeared to advocate airport operators buying up accommodation close to the airport and allowing it to stand empty or let for short terms only. He also thought the response talked about noise but not emissions which were rounded up in 'other environmental effects'. The Technical Adviser said that there was no intention of suggesting short lets and that the whole paragraph was written with the national situation in mind. He was concerned about finding ways for compensating people affected by all sorts of developments. The Chairman said the impact of the paragraph would be reduced.
- .20 Page 11 - D
Cllr Tomlin was not comfortable with the suggestion that agreements should be voluntarily entered into. Cllr Maxwell agreed and said that there should be statutory obligations as opposed to voluntary. Paul Reardon clarified that the DETR consultation paper suggested compulsory agreements where voluntary efforts and agreements had failed. Cllr Maxwell said that whilst agreements made may have been a good idea at the time, conditions changed subsequently. The Chairman agreed that this would be revisited.
- .21 Page 11 - C
Cllr Majumdar said that ACCs for some other airports were not dependent, as HACC was, on the airport provider for the resourcing of the committee, that they met in neutral locations, members of the committee elected the Chair and they had access to independent technical advice on the one hand and to environmental advice on the other. She wondered whether other members would have sympathy for considering whether the constitution of HACC might be changed to make it more visibly independent of the airport operator.
- .22 The Technical Adviser explained that the Secretary of State designates airports for consultation purposes under a section of the Civil Aviation Act. He issues this designation to the airport operator and this places the responsibility on the airport operator to decide how to implement the consultative processes. At Gatwick and Stansted the responsibility for providing the Secretariat has been delegated by the airport operator to the County Councils (and BAA contributes to the costs). At Heathrow, where location has led to different circumstances, the airport operator decided (in 1975) to provide the Secretariat itself. It was entirely up to the airport management to decide which way it found most convenient to put the consultative process in place and at some airports this is done purely by leafleting the local community. In all cases the funding is made available by the airport operator.

- .23 Cllr Majumdar said that the consultation paper suggested that radical changes could be made if there was a will and the process did not have to remain with the provider indefinitely.
- .24 Cllr Ceaser said that there had been discussions on this subject at a recent SASIG meeting. There did appear to be a very considerable difference in the effectiveness of ACCs. A suggestion had been made that the current resources could be pooled and individual committees could draw against that pool. This would enable the committees to be seen to be one step removed from the operators, although he personally did not believe that the committees were the tool of the operators.
- .25 The Chairman said that there had been a discussion recently about the independence issue at a General Purposes & Economic Issues Sub-Committee meeting and members were satisfied that the HACC was at arm's length from BAA. However Cllr Majumdar was raising the issue at national level. Cllr Carey thought there was no compelling case for change. Cllr Tomlin said he would support the move to funding from a central pot.
- .26 Cllr Gent said HACC should be urging the Government to review the whole regulation and consultation issue. Janet Brady suggested that that the question of 'would it be useful to update and reissue' could be answered as 'yes, it would be useful to revisit' without commenting on what has gone by in the past. Cllr Maxwell said that he did not have a problem with how the committee was funded but that he did not want a Quango. In his view BAA did not attempt to influence the HACC.
- .27 Page 12- A & B
Cllr Tomlin said that he didn't like the first two sentences in paragraph a. The last but one sentence said that Government 'had the opportunity'. The airport operator also had the opportunity, and had taken it, to subsidise public transport. This should be encouraged to happen more often.
- .29 Cllr Maxwell said that the Government had influence on matters by the price of fuel. Paul Ellis thought the Government should give a strong direction to the Strategic Rail Authority to give priority to connections to airports. Cllr Tomlin supported this.
- .30 Brian Sharp commented on the replacement of air services with rail but he was concerned at the implication that medium haul routes could not be replaced. The Technical Adviser suggested that he altered this paragraph to read 'Opportunities for wholesale substitution of rail for 'domestic' short haul air travel.
- .31 Iain Hope proposed a vote of thanks to the Technical Adviser who had done a magnificent job in bringing together the many views of HACC members and compiling the response. Members agreed.

2562 THE MAYOR'S TRANSPORT STRATEGY

- .1 A draft response to the Mayor's Transport Strategy had been laid on the table and the Chairman asked if Members wished to make any amendments to the response.
- .2 Cllr Majumdar said that she was unhappy about the inclusion of Northolt in the paragraph referring to London airports as any expansion of the airfield would be disastrous. She suggested that paragraphs 5 and 6 were withdrawn. The Technical Adviser said that he had only included these references as no account had been taken in the Mayor's Transport Strategy of the other London aerodromes, the response did not mean to imply that there should be any change in the use of these aerodromes but the Mayor's office should be aware of their existence. Cllr Tomlin agreed that the paragraphs, as written, gave cause for concern. Cllr Maxwell was also concerned about references to the other London airports and the Chairman suggested that paragraph 5 was completed without naming the airports and that paragraph 6 was omitted.
- .3 John Cavalla asked that the word 'artificially' be deleted from paragraph 7. Paul Ellis asked that Crossrail and Airtrack be endorsed in the response and that some of the positive points in the Mayor's Strategy which related to Heathrow be welcomed. Cllr Ceaser agreed but asked that Airtrack was not specifically mentioned.

2563 ENVIRONMENT & LOCAL ISSUES SUB-COMMITTEE

- .1 The Minutes of the Environment & Local Issues Sub-Committee held on 7th February had been circulated with the agenda (HACC.264).
- .2 John Cavalla asked Paul Reardon to clarify point 3.5 in the Minutes. Paul Reardon said that it was the view of the DETR that complaints were very often triggered by extraneous events, but that all complaints provided valuable information and often highlighted changes in operational patterns.
- .3 Cllr Maxwell suggested that it would be interesting for members to hear more from Dave Hopkins on the operation of long haul flights and fuel efficiency. It was agreed that he would bring a presentation to a future meeting of the Sub-Committee.

2564 GENERAL PURPOSES & ECONOMIC ISSUES SUB-COMMITTEE

The Minutes of the General Purposes & Economic Issues Sub-Committee held on 16th February had been circulated with the agenda (HACC.265) and were noted.

2565 SURFACE ACCESS SUB-COMMITTEE

- .1 The Minutes of the Surface Access Sub-Committee held on 16th February had been circulated with the agenda (HACC.266).
- .2 Cllr Tomlin said that he endorsed the view that Railtrack did not consider CrossRail to be a priority. He also noted that the Joint Bus Group were considering the re-opening of the Cargo tunnel.
- .3 Paul Fox said that on a number of previous occasions BAA Heathrow had spoken to the DETR about the possibility of opening the Cargo Tunnel to bus services. The DETR have previously indicated that the Tunnel was closed by Ministerial decision and on their advice the matter had not been pursued. However, if a suitable scheme could be produced showing how security could be achieved (and this was a complex issue) the DETR could be approached again with a view to consulting the Minister.
- .4 Brian Sharp noted the passenger figures for Heathrow Express and asked if figures were available for passengers using the Piccadilly Line to Heathrow. Roger Cato said the figures were available and would be reported to the Committee at the next meeting.

2566 PASSENGER SERVICES SUB-COMMITTEE

- .1 Report of the Passenger Services Sub-Committee held on 24th January 2001 (HACC.267) had been circulated with the agenda and was noted.

2567 AIRPORT QUINQUENNIAL REVIEW BY CAA

A report from the Technical Adviser (HACC.269) was circulated with the agenda. Following a question from John Cavalla, Jon Phillips confirmed that BAA would be able to set £60m T5 Inquiry costs against the cost of the overall project. The regulatory regime would allow these expenses to be offset against the project, if it was approved.

The Technical Adviser asked if Members agreed that it should be made clear that the review should not only encompass airlines but also other classes of users such as passengers, cargo forwarders and representative organisations. Members agreed.

2568 NOISE & TRACK KEEPING WORKING GROUP

A report from the Noise & Track Keeping Working Group meeting held on 7th February 2001 was circulated with the agenda (HACC.270) and was noted.

2569 AIRCRAFT NOISE COMPLAINTS REPORT

BAA Heathrow's Noise Complaints Report and Borough Noise Line Figures for Q4 (Oct-Dec 2000) were circulated with the agenda and were noted.

2570 PLANNING APPLICATIONS

A list of Planning Applications for the Heathrow Ward of the London Borough of Hillingdon for January & February 2001 was circulated with the agenda and was noted.

2571 ANY OTHER BUSINESS

.1 SAFEGUARDING OF AERODROMES

A paper from the Technical Adviser (HACC.271) had been sent to Members prior to the meeting. The Technical Adviser referred to paragraph 9 of his paper which suggested that Members register their concern that the safeguarding of aerodromes should remain with the Safety & Regulation Group of the Civil Aviation Authority. Members agreed.

.2 ENVIRONMENTAL GUIDANCE MANUAL FOR AIRPORTS

A paper from the Technical Adviser (HACC.272) was tabled and he explained that the Airport Operators Association had drawn up a comprehensive guidance manual on environmental matters which he thought Members would welcome. The Executive Summary from the manual was attached to the paper.

DATE OF NEXT MEETING: WEDNESDAY 2nd MAY 2001