



Future LuToN

Making best use of our runway
Statement of Community Consultation (SoCC)
Statutory Consultation 2019





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01 Introduction

Project description

London Luton Airport Limited (LLAL), owner of London Luton Airport (LTN), is publishing this Statement of Community Consultation (SoCC) to outline how we will carry out our statutory community consultation on our proposals to expand LTN by making best use of the existing runway.

The permitted capacity of LTN is currently 18 million passengers per annum (mppa). Our expansion project would increase the capacity of the airport to 32 mppa. This would require a new terminal on the north side of the existing runway, and other landside and airside infrastructure.

The proposals would include:

- Terminal facilities with boarding piers
- Additional aircraft stands
- Additional taxiways

- Vehicle forecourt and multi-storey short-stay / mid-stay car parking adjacent to the terminal
- Mid- and long-stay parking
- Bus station, taxi ranks and Luton DART in forecourt area
- Support buildings
- Relocated engine ground running bay
- Fire training facilities
- Improvement to fuel storage facilities
- Replacement of existing and planned public open space and amenities
- Road and infrastructure provision and adjustments

This new terminal would be used alongside the existing terminal and its associated stands, allowing the 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.

Our application will include replacement parkland and public open space to compensate for the area of existing parkland into which the airport would expand.

A map showing the boundary of the proposed development can be found in Appendix 1 of this document.

To achieve the increase in passenger numbers, we are also proposing associated improvements to surface access transport infrastructure, including roads and the airport forecourt.

Our key objectives for the project, as identified in our Vision for Sustainable Growth, 2020-2050 (which can be read on our website: futureluton.llal.org.uk), are:

- For local communities – we will be a better neighbour
- For our airlines – we will enable you to grow cost-effectively
- For our passengers – we will improve choice and your experience

- For local businesses – we will offer greater opportunities to trade

We recognise that any airport has impacts as well as benefits, and one key purpose of our summer 2018 consultation was to identify 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.

This SoCC is required under Section 47 of the Planning Act 2008. It outlines how we will consult those living in the vicinity of LTN including residents, interest groups, businesses, and airport users. Section four of this document sets out how we will promote this consultation to those groups, to ensure that as many interested parties as possible have the opportunity to comment on our proposals.

01 Introduction

DCO process

As our project is seeking consent for airport-related development that would expand the permitted capacity of LTN by over 10 mppa, it is a type of development and of a scale that meets the thresholds to be a Nationally Significant Infrastructure Project (NSIP) for the purposes of the Planning Act 2008.

As such, we must apply to the Secretary of State for Transport for a Development Consent Order (DCO) to consider and determine the proposed development. NSIP applications are examined by the national Planning Inspectorate (PINS), and decided by the secretary of state, rather than the local planning authority. We aim to submit our DCO application in summer 2020.

Under the Planning Act 2008, we are required to consult on our proposals before submitting the DCO application. Feedback from the consultation will be recorded and carefully considered in developing our proposals. 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.

This document sets out how we will carry out our community consultation under Section 47 of the Planning Act 2008.

In accordance with Section 47(2) of the Planning Act 2008, this document has been prepared in consultation with the following “host” local authorities. Section 43(1) of the Planning Act 2008

defines “host” authorities as those authorities for the area within which the land for the proposed development is located, which are:

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

We set up a Consultation Group, a working group which included representatives from the above councils, to discuss how best to engage local communities in the statutory consultation programme.

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 SoCC, including:

- Aylesbury Vale District Council
- London Borough of Barnet
- Bedford Borough Council
- Buckinghamshire County Council
- Cambridgeshire County Council
- Dacorum Borough Council
- East Hertfordshire District Council
- London Borough of Enfield
- Essex County Council
- London Borough of Harrow

01 Introduction

- London Borough of Hillingdon
- Huntingdonshire District Council
- Milton Keynes Borough Council
- South Cambridgeshire District Council
- St Albans City & District Council
- Stevenage Borough Council
- Uttlesford District Council
- Welwyn Hatfield Borough Council

The consultation programme described in this document takes into account comments received from these local authorities.

We will also be conducting statutory consultation under Sections 42 and 48 of the

Planning Act 2008 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.

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 the once the application has been submitted.

You can read more about the DCO process on our website (futureluton.llal.org.uk) or on the planning inspectorate website (infrastructure.planninginspectorate.gov.uk). To find out more, you can also call LLAL on 01582 548782 (phonenumber open Monday-Friday, 9am – 5pm), please leave a message where necessary.

EIA development

Our project will also require Environmental Impact Assessment (EIA), as defined by the Infrastructure Planning (Environmental Impact Assessment) Regulations 2017 (“the 2017 Regulations”). EIA is therefore being carried out so that the significant effects of the proposals on the environment are properly understood and to identify the necessary mitigation measures and inform PINS and the secretary of state on the full impact.

As part of the EIA, we will submit an Environmental Statement to PINS. The Environmental Statement will describe the significant impacts identified by the assessment. We have also obtained an opinion on the

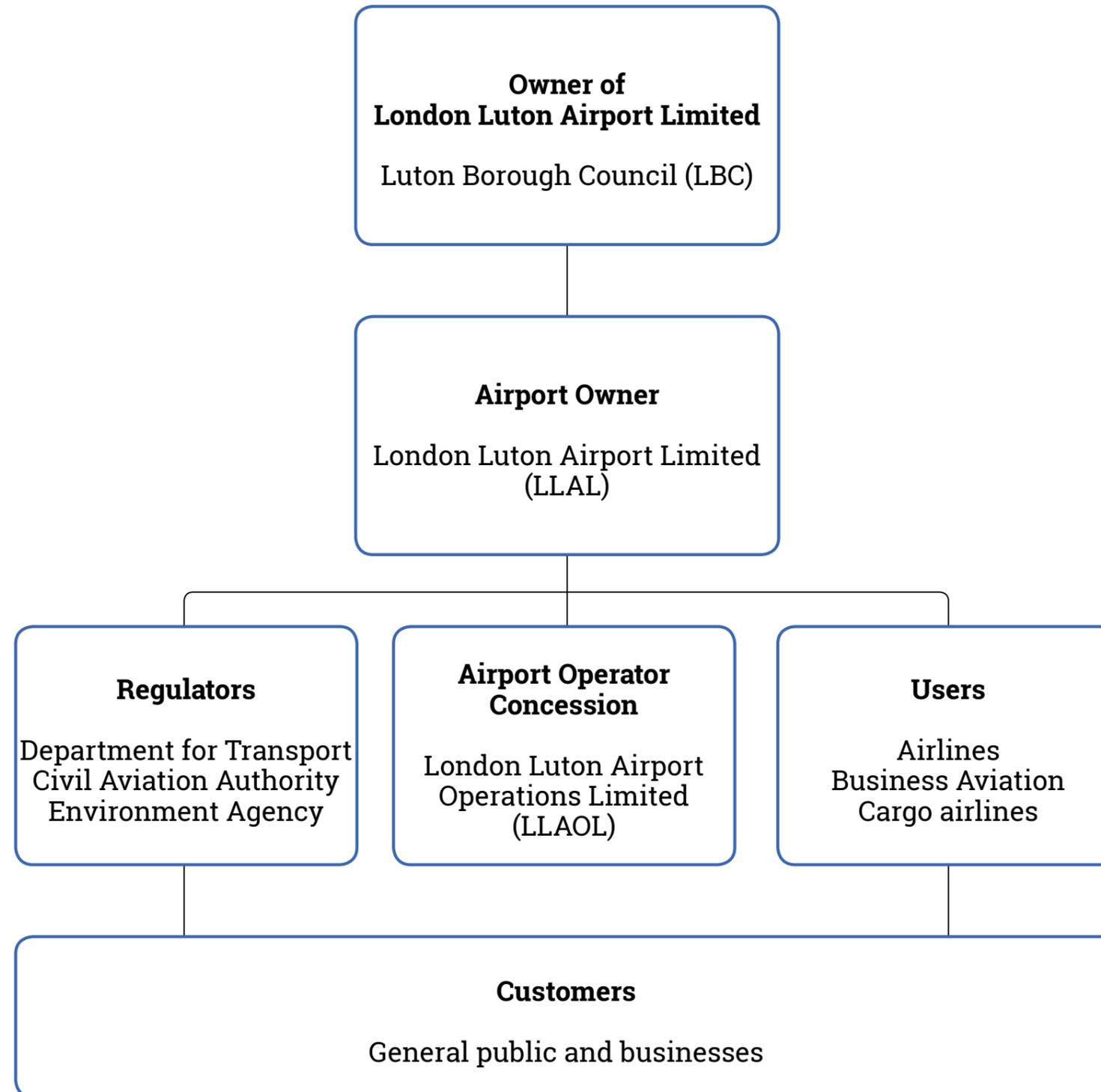
scope of the EIA (“a scoping opinion”) from PINS. This scoping opinion is available in the document library on our project website: futureluton.llal.org.uk

In addition to the EIA, and in accordance with regulation 12 of the 2017 Regulations, a Preliminary Environmental Information Report (PEIR), will be produced. The PEIR will take on board the scoping opinion, set out our survey methodologies, and describe the initial findings of the assessment. This will be published and available to read as part of the consultation documentation and made available for comment as part of the statutory consultation process.

01 Introduction

About us

London Luton Airport Limited (LLAL) is the owner of London Luton Airport (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 remaining wholly publicly-owned. The airport is operated under a concession agreement (until 2031) by London Luton Airport Operations Limited (LLAOL). This chart represents our relationship with our key stakeholders.



01 Introduction

Our summer 2018 consultation was held over ten weeks, beginning on Monday 25 June 2018 and ending on Friday 31 August.

At our summer 2018 consultation, we presented a short-list of options for expanding LTN which had been identified from our initial technical appraisals. In addition, we asked for views on the main issues that we should address when seeking to expand the airport.

The objective of our summer 2018 consultation was to collate feedback from the public, businesses, statutory bodies and other organisations and interest groups, so that we could reflect this feedback in our decision-making and in the development of our proposals.

We received 892 responses to this consultation. All responses from our summer 2018 consultation 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.

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 online at futureluton.llal.org.uk. The reports which document the technical work we undertook to support the summer 2018 consultation process are also available on our website.

02 Statutory consultation

Our statutory consultation will run for more than eight weeks, starting on Wednesday 16 October 2019, and finishing on Monday 16 December 2019. This consultation will be an important opportunity for members of the public to provide feedback on the project to allow us to develop our plans responsibly and in a manner that seeks to consider, respond and address community interests and concerns. LLAL is committed to open and honest engagement, so it will be made clear that this is a consultation on the proposals that we will put forward to PINS for consideration, and how we will avoid and mitigate any impacts.

Statutory consultation documents

All documentation for our consultation will be available to download free from our project website (futureluton.llal.org.uk) and made available at a number of document inspection venues, as listed later in this section.

Documents to be made available during our statutory consultation will include:

- Guide to Statutory Consultation
- Information Booklet
- Statement of Community Consultation
- Feedback Form
- Scheme Development and Construction Report
- Surface Access Strategy Report
- Outline Need Case
- Explanatory Note on Airspace
- Compensation Proposals

- Preliminary Environmental Information Report (PEIR)
- Outline Employment and Training Strategy
- Draft Land Assembly Plans

Previously published documents will remain accessible on our website, including the Non-Statutory Consultation Document (2018) and the associated Feedback Report (2019).

The main issues and topics that will be covered in the consultation boards at every event, and in the consultation documentation, will include, among others:

- Why we are planning to expand London Luton Airport
- The need case for the development
- Description of our proposed development
- Detail on new terminal and infrastructure

- Detail on our surface access strategy, including highways and public transport
- Replacement open space/ Wigmore Valley Park
- Key environmental issues, including climate change, air quality, and noise, and how we propose to mitigate them
- Construction programme and phasing
- Development Consent Order process
- How to leave your views

02 Statutory consultation

The consultation documents will be made available free of charge on LLAL's project website at futureluton.llal.org.uk, and on USB memory stick on request. Those without computer access can request a printed copy of the Guide to Statutory Consultation and Feedback Form using LLAL's contact details below.

The full suite of printed consultation documents will also be made available for purchase at the cost of £260 plus postage. All document requests are limited to one per household or organisation. Copies of the printed documents or USB memory stick can be obtained by emailing futureluton@llal.org.uk, by writing to FREEPOST FUTURE LUTON LLAL, or by telephoning 01582 548782 Monday to Friday between 9am and 5pm, please leave a message where necessary.

Consultation event programme

We will be holding a number of public consultation events, which people can attend to gather information about the project, ask members of the project team questions, and complete feedback forms. The locations of these events were chosen based on:

- Requests from local authorities
- The geographical areas covered by flightpaths and other airport impacts
- Responses to previous consultations (both the summer 2018 consultation and the 2012 Future Luton optimisation consultation)
- Places that are widely accessible for the maximum number of people

- Areas that are easily accessible to people that are often under-represented in consultations or who find it more difficult to engage

We will be holding consultation events at locations as outlined on the following pages.

02 Statutory consultation

Date 2019	Town/village	Venue address	Time
Friday 25 October	Luton	Maidenhall Primary School, Newark Road, LU4 8LD	4pm – 8pm
Saturday 26 October	Luton	Wigmore Church & Community Centre, Crawley Green Road, LU2 9TE	11am – 5pm
Tuesday 29 October	Dagnall, Bucks	Dagnall Village Hall, Dunstable Road, HP4 1RG	4pm – 8pm
Wednesday 30 October	Marshalswick, St Albans	Marshalswick Community Centre, The Ridgeway, AL4 9TU	2pm – 8pm
Thursday 31 October	Caddington, Beds	Caddington Sports and Social Club, Manor Road, LU1 4HH	2pm – 8pm
Friday 1 November	Pitstone, Bucks	Pitstone Memorial Hall, Vicarage Road, Pitstone, LU7 9EY	2pm – 8pm
Saturday 2 November	Wendover, Bucks	Wendover Memorial Hall, Wharf Road, HP22 6HF	11am – 3pm
Monday 4 November	Hertford	The Mill Bridge Rooms, The Seed Warehouse, The Wash, SG14 1PX	4pm – 7pm
Tuesday 5 November	Hitchin	Hitchin Town Hall, Brand Street, SG5 1HX	2pm – 8pm
Wednesday 6 November	Whitwell, Herts	Whitwell New Fellowship Hall, 9 Bendish Lane, SG4 8HX	2pm – 8pm
Thursday 7 November	Wheathampstead, Herts	The Memorial Hall, Marford Road, Wheathampstead, AL4 8AY	2pm – 8pm
Friday 8 November	Berkhamsted	Civic Centre, 161 High Street, Berkhamsted, HP4 3HB	3pm – 7pm
Monday 11 November	Flamstead, Herts	Flamstead Village Hall, Church Road, Flamstead, AL3 8BN	4.30pm – 8pm
Tuesday 12 November	Harpenden	Southdown Room, Harpenden Public Halls, Southdown Road, AL5 1TE	2pm – 8pm
Wednesday 13 November	Welwyn	Civic Centre, Prospect Place, Welwyn, AL6 9ER	4pm – 8pm
Thursday 14 November	Aylesbury	The Gateway, Gatehouse Road, Aylesbury, HP19 8FF	4pm – 8pm
Friday 15 November	Luton	St Francis Church, Carteret Road, Luton, LU2 9JZ	4pm – 8pm
Saturday 16 November	Borehamwood	Fairway Hall, Brook Close, Borehamwood, WD6 5BT	11am – 3pm

02 Statutory consultation

Date 2019	Town/village	Venue address	Time
Monday 18 November	Markyate, Herts	Markyate Village Hall, 39 Cavendish Road, Markyate, AL3 8PS	2pm – 8pm
Tuesday 19 November	Luton	Stockwood Discovery Centre, London Road, Luton, LU1 4LX	2pm – 8pm
Thursday 21 November	Nash Mills, Herts	Nash Mills Village Hall, Lower Road, Nash Mills, HP3 8RT	4pm – 8pm
Saturday 23 November	Watford	Holywell Community Centre, Chaffinch Lane, Watford, WD18 9QD	11am – 3pm
Monday 25 November	Breachwood Green, Herts	Breachwood Green Village Hall, Chapel Road, Breachwood Green, Hitchin, SG4 8NX	2pm – 8pm
Tuesday 26 November	Letchworth	The Broadway Hotel, Broadway, Letchworth, SG6 3NZ	4pm – 8pm
Wednesday 27 November	Redbourn	Redbourn Village Hall, 63 High Street, Redbourn, AL3 7LW	2pm – 8pm
Thursday 28 November	Luton	Ramridge Primary School, Turners Road North, Luton, LU2 9AH	4pm – 8pm
Friday 29 November	St Albans	Jubilee Centre, Catherine Street, St Albans, AL3 5BU	2pm – 8pm
Saturday 30 November	Royston, Herts	Market Hill Rooms, Fish Hill, Royston, SG8 9JL	11am – 3pm
Mon 2 December	Luton	Marsh Farm Futures, The Moakes, Luton, LU3 3QB	4pm – 8pm
Tuesday 3 December	Dunstable	Dunstable Conference Centre, 51 High Street North, LU6 1JF	4pm – 8pm
Wednesday 4 December	Tring	Nora Grace Hall, Faversham Close, Tring, HP23 5BA	2pm – 8pm
Thursday 5 December	Stevenage	Arts and Leisure Centre, Lytton Way, Stevenage, SG1 1LZ	4pm – 8pm
Friday 6 December	Eaton Bray, Beds	Eaton Bray Village Hall, Church Lane, Eaton Bray, LU6 2DJ	4pm – 8pm
Saturday 7 December	Slip End, Beds	Slip End Village Hall, The Cross Roads, Markyate Road, LU1 4BJ	11am – 3pm

02 Statutory consultation

A map showing the locations of the consultation events can be found in Appendix 2.

An inclusive consultation

In our summer 2018 consultation, 78% of respondents identified themselves as white British, and 65% of those who recorded their age were over 55 years old. For the statutory consultation process, we will therefore go to additional lengths to engage groups and people who are often underrepresented in consultations. Details on how we hope to reach underrepresented people can be found on page 21 of this document.

Materials at the events

At our events, there will be consultation boards displaying information about the proposals, including maps and descriptions of the development.

The events will also have printed copies of the full consultation documentation and feedback forms, which can be returned at the event or by Freepost (FREEPOST FUTURE LUTON LLAL).

Document inspection venues

Printed copies of all of the consultation materials listed on page 9 of this document will also be available to inspect free of charge in our document inspection venues, as listed on the following pages.

02 Statutory consultation

Document Inspection Venue	Opening hours (correct at the time of publication)
Aylesbury Vale District Council, The Gateway, Gatehouse Road, Aylesbury, HP19 8FF	Mondays to Fridays: 0845 – 1715; Saturdays & Sundays: Closed
Baldock Library, Simpson Drive, Baldock, SG7 6DH	Mondays to Wednesdays: 1000 – 1700; Thursdays: 1000 – 1800; Saturdays: 0900 – 1300; Fridays & Sundays: Closed
Beacon Villages Community Library, Old Town Hall, High Street, Ivinghoe, LU7 9EP	Tuesdays & Thursdays: 1400 – 1700; Wednesdays: 1000 – 1200; Fridays: 1400 – 1900; Saturdays: 1000 – 1300; Sundays & Mondays: Closed
Bury Park Library, Bury Park Community Centre, 161 Dunstable Road, Luton, LU1 1BW	Mondays, Wednesdays, Thursdays & Fridays: 1530 – 1800; Tuesdays: 0930 – 1700; Saturdays: 0930 – 1300; Sundays: Closed
Cambridge City Council, Mandela House, 4 Regent Street, Cambridge, CB2 1BY	Mondays to Fridays: 0900 – 1715; Saturdays & Sundays: Closed
Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford, SG17 5TQ	Mondays to Thursdays: 0900 – 1700; Fridays: 0900 – 1630; Saturdays & Sundays: Closed
Central Bedfordshire Council, Watling House, High Street North, Dunstable, LU6 1LF	Mondays to Thursdays: 0830 – 1700; Fridays: 0830 – 1600; Saturdays & Sundays: Closed
Dunstable Library, The Dunstable Centre, Court Drive, Dunstable, LU5 4JD	Mondays to Fridays: 0600 – 2200; Saturdays & Sundays: 0700 – 2100
Harpenden Library, 27 High Street, Harpenden, AL5 2RU	Mondays: 0900–1800; Tuesdays & Fridays: 1300 – 1800; Thursdays: 0900 –1900; Saturdays: 0900 – 1700; Wednesdays & Sundays: Closed
Hemel Hempstead Library, The Forum, Marlowes, Hemel Hempstead, HP1 1DN	Mondays, Tuesdays, Wednesdays & Fridays: 0900 – 1800; Thursdays: 0900 – 1900; Saturdays: 0930 – 1600; Sundays: 1200 – 1600
Hertfordshire County Council, County Hall, Pegs Lane, Hertford, SG13 8DQ	Mondays to Fridays: 0800 – 1800; Saturdays & Sundays: Closed
Hitchin Library, Paynes Park, Hitchin SG5 1EW	Mondays: 1300 – 1800; Tuesdays: 1000 – 1900; Thursdays & Fridays: 1000 – 1800; Saturdays: 1000–1700; Wednesdays and Sundays: Closed
Huntingdonshire District Council, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN	Mondays to Thursdays: 0845–1700; Fridays: 0845 – 1630; Saturdays & Sundays: Closed

02 Statutory consultation

Document Inspection Venue	Opening hours (correct at the time of publication)
Leagrave Library, Marsh Road, Luton, LU3 2NL	Mondays: 1100 – 1900; Tuesdays, Wednesdays & Fridays: 0900 – 1800; Thursdays: 0900 – 1900; Saturdays: 0930 – 1700; Sundays: Closed
Letchworth Library, Broadway, Letchworth Garden City, SG6 3PF	Mondays, Wednesdays & Fridays: 1000 – 1800; Tuesdays: 1300 – 1900; Saturdays: 1000 – 1700; Thursdays & Sundays: Closed
Lewsey Library, Landrace Road, Luton, LU4 0SW	Mondays: 1100 – 1700; Tuesdays & Thursdays: 0900 – 1700; Wednesdays: 0900–1800; Saturdays: 0930 – 1700; Fridays & Sundays: Closed
Luton Central Library, St George’s Square, Luton, LU1 2NG	Mondays: 1100 – 1900; Tuesdays to Thursdays: 0900 – 1900; Fridays: 0900 – 1700; Saturdays: 0930 – 1700; Sundays: 1100 – 1700
Luton Council, Town Hall, George Street, Luton, LU1 2BQ	Mondays, Tuesdays, Thursdays & Fridays: 0800 – 1730; Wednesdays: 1000 – 1730; Saturdays & Sundays: Closed
Marsh Farm Library, Lea Manor High School, Northwell Drive, Luton, LU3 3TL	Mondays, Tuesdays, Wednesdays & Fridays: 1400 – 1800; Thursdays: 1000 – 1800; Saturdays: 0930 – 1700; Sundays: Closed
Milton Keynes Central Library, 555 Silbury Boulevard, Central Milton Keynes, MK9 3HL	Mondays, Tuesdays, Wednesdays & Fridays: 0900 – 1800; Thursdays: 0900 – 2000; Saturdays: 0900 –1700; Sundays: Closed
Milton Keynes Council, Civic Offices, 1 Saxon Gate East, Central Milton Keynes, MK9 3EJ	Mondays to Fridays: 0900 – 1715; Saturdays & Sundays: Closed
North Hertfordshire District Council, Council Offices, Gernon Road, Letchworth Garden City, SG6 3JF	Mondays to Fridays: 0900 – 1700; Saturdays & Sundays: Closed
South Cambridgeshire Council, South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridge, CB23 6EA	Mondays to Fridays: 0800 – 1730; Saturdays & Sundays: Closed
St Albans Council, Civic Centre, St Peter's St, St Albans, AL1 3JE	Mondays to Thursdays: 0845 – 1715; Fridays: 0845 – 1645; Saturdays & Sundays: Closed
St Albans Library, The Maltings, St Albans, AL1 3JQ	Mondays, Wednesdays, Thursdays & Fridays: 1000 – 1800; Tuesdays: 1000 – 1900; Saturdays: 1000 – 1700; Sundays: 1200 – 1600

02 Statutory consultation

Document Inspection Venue	Opening hours (correct at the time of publication)
Stevenage Borough Council, Daneshill House, Danestrete, Stevenage, SG1 1HN	Mondays to Fridays: 0830–1730; Saturdays & Sundays: Closed
Stevenage Central Library, Southgate, Stevenage, SG1 1HD	Mondays: 1000 – 1900; Tuesdays, Wednesdays, Thursdays & Fridays: 1000 – 1800; Saturdays: 1000 – 1700; Sundays: 1200 – 1600
Stopsley Library, 598 Hitchin Road, Luton, LU2 7UN	Mondays: 1100 – 1700; Tuesdays: 1300 – 1900; Wednesdays: 0900 – 1700; Thursdays & Fridays: 1000 – 1700; Saturdays: 0930 – 1700; Sundays: Closed
Tring Library, High Street, Tring, HP23 4AF	Mondays & Fridays: 0930 – 1800; Tuesdays, Wednesdays & Thursdays: 1300 – 1800; Saturdays: 0930 – 1600; Sundays: Closed
Welwyn Library, Civic Centre, Prospect Place, Welwyn, AL6 9ER	Mondays, Tuesdays, Wednesdays & Fridays: 1400 – 1800; Saturdays: 0900 – 1300; Thursdays & Sundays: Closed
Wendover Community Library, High Street, Wendover, HP22 6DU	Tuesdays & Thursdays: 0930 – 1700; Fridays: 0930 – 1900; Saturdays: 1000 – 1600; Mondays, Wednesdays & Sundays: Closed

03 Publicising the consultation

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

Method	Details
Website	All consultation material, and this SoCC, will be made available online on the project website, futureluton.llal.org.uk , and will be free to download. We will be using a wide range of social media channels to advertise the consultation material on the website and encourage users to access the project website, read the documentation, and provide their feedback. Visitors to futureluton.llal.org.uk will be able to read all documentation online and submit their feedback via the website. Alternatively, they will be able to download the documents and feedback forms and return the forms via our freepost address.
Email	We will send emails about the SoCC, statutory consultation and events, to stakeholders, including businesses, interest groups, and individuals who took part in our previous consultation.
Statutory notices: public notices	<p>To comply with Section 47 and Section 48 of the Planning Act 2008, we are placing statutory newspapers at the start of the consultation period. These notices will provide details of our consultation, including the document inspection venues and the duration of the consultation period. We will publish the statutory notices in the following newspapers:</p> <ul style="list-style-type: none"> • 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 & Baldock Comet • Luton & Dunstable Herald & Post • Luton News • Milton Keynes Citizen • Royston Crow • Stevenage Comet • Welwyn & Hatfield Times • Barnet Borough Times • Royston Crow • Watford Observer

03 Publicising the consultation

Method	Details
Media: Press release/radio/TV news	We will provide information about the consultation in national and local newspapers as above, and parish council (as identified within the local host authorities) newsletters / magazines where possible. 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.
Posters	We will distribute posters that will detail the project, consultation events and how stakeholders can engage with the proposals. We will share copies of the poster with venues in Luton and the surrounding local authority areas and request that they are posted on noticeboards / public spaces to help advertise our consultation. These venues will include: <ul style="list-style-type: none"> • 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
Online/social media	We will promote our consultation using various social media channels, including Twitter (@LLA_Ltd and @LutonCouncil) and Facebook (pages: LondonLutonAirportLtd and LutonCouncil). The posts will include details of the project and encourage users to visit the project website and provide their feedback. We will also liaise with the host local authorities to encourage them to use their own social media channels to promote the consultation and website.
Paid-for media adverts	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. We will place advertisements in local printed and digital newspapers.
Parish and district council websites, newsletters, and noticeboards	We will submit information to parish councils and local authorities for possible inclusion in their parish newsletters. These parish councils are those within the local host authorities. 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. We will request that local authorities and parish councils also use their websites to publicise links to the website: futureluton.llal.org.uk

03 Publicising the consultation

Method	Details
Postal communication: newsletter	<p>We will send out a newsletter that will detail the project, all the consultation events, and how stakeholders can engage with the proposals. This will advertise the consultation to households living underneath the airport's flightpaths. The newsletter will also be delivered to people living in proximity to each consultation event. For maps of the distribution area beneath the flightpaths and, where they fall outside this zone, the delivery areas surrounding consultation events, please see Appendix 3. In addition to these areas, we will also send copies of the newsletter to a range of organisations, including:</p> <ul style="list-style-type: none"> • 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.
Letters to statutory consultees	<p>We are conducting consultation under Section 42 of the Planning Act 2008 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.</p>

04 Engagement

We are keen that information about our proposals and mitigation plans are shared widely. In addition to the public consultation events, we have outlined below our plans to engage further with particular communities.

Stakeholder	Engagement plans
Local authority briefings	We will offer briefings to the host authorities and the statutory parish councils. We will also be working with local authorities to ensure that they have the correct information about the project and consultation, and help them to advertise and promote the consultation effectively for their residents if they choose to do so. This includes print and digital information (e.g. for use in newsletters), and through their customer contact centres.
Businesses	We will encourage business groups, such as the Chamber of Commerce, airlines, the SEMLEP, and Hertfordshire LEP, to engage with the proposals and share details with their business community contacts and employees. We will also work with LLAOL to encourage them to share details with businesses and their employees.
Representative groups	We recognise that there are specific representative groups whose primary objective is to highlight and deal with issues in relation to the airport. We will encourage these groups to engage with the consultation process and submit their feedback on the proposals.

04 Engagement

Stakeholder	Engagement plans
Hard-to-reach groups	<p>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. Through our engagement with local authorities, we have received advice on how to best engage with those identified as hard-to-reach groups in their areas.</p> <p>Young people</p> <p>We will contact educational establishments within the host local authority areas, including primary and secondary schools, colleges (16-18 year old students), and universities, and provide information that will allow them to advertise the consultation to students and pupils. This will include the distribution of poster packs.</p> <p>Working families</p> <p>Working families often have difficulty accessing consultations because of time and childcare commitments. We have therefore ensured that consultation events are scheduled for both evenings and weekends as well as during the day. Our consultation events will be family-friendly with activities for children, and will have a dedicated security team to ensure that they are a safe space for families.</p> <p>Traveller communities</p> <p>Local authorities' 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 councils to deliver face-to-face engagement with these groups.</p> <p>People with disabilities</p> <p>A key criterion for choosing consultation venues was 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. 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 their 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. We will consider all requests to make documentation available in formats that are accessible for disabled people, such as easy read, large print, or braille.</p> <p>Minority groups</p> <p>We have ensured that we will hold consultation events in wards that have diverse populations, to ensure that stakeholders from a wide range of backgrounds have convenient access to a consultation event. Promotional poster packs will be distributed to community centres and places of worship. We will work with local authorities to encourage forums and community groups to engage with the plans during the consultation.</p> <p>Areas of higher deprivation</p> <p>We have ensured that we will hold consultation events in areas of high deprivation, to prevent additional travel costs and minimise time commitments for those who want to attend.</p> <p>People who require alternative print formats</p> <p>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.</p>

05 Next steps

Feedback form

Consultation feedback forms will be made available:

- At every consultation event we hold
- At the document inspection venues (as listed previously)
- Online via our website futureluton.llal.org.uk
- On request by emailing us on futureluton@llal.org.uk
- On request by calling us on 01582 548782 (phoneline open Monday – Friday, 9am – 5.30pm), please leave a message where necessary.

The form will include questions on all aspects of the proposed development to help stakeholders provide feedback both in a structured way and which includes scope to provide general comments on the proposals and principles of development.

Attendees will be invited to leave their addresses and postcodes, to help us understand the geographical distribution of different concerns and issues.

We will also accept comments by post or email, whether or not the respondent chooses to use the feedback form.

How to respond to the consultation

Consultees will be able to provide comments and feedback in a number of ways, all of which are free of charge:

Method	Details
Email	Email your comments and/or feedback form to futureluton@llal.org.uk
Online feedback form	Complete and submit the feedback form online by visiting our website: futureluton.llal.org.uk
Freepost	Download and print the feedback form from the website, complete this and send it back to our freepost address: Freepost Future Luton LLAL
Public consultation events	Visit one of our consultation events (listed on pages 11-12), and complete and submit a feedback form.

We will record all feedback received through these channels.

Our deadline for accepting feedback to our statutory consultation is **11:59 pm on Monday 16 December 2019**.

To ensure that all responses posted before the closing time are included, we will accept posted responses that have a postmark on or before 16 December 2019. 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.

Before submitting our DCO application, and where we consider it appropriate, we may choose to consult further on certain changes to our proposals made in response to the feedback received during our statutory consultation. The nature of this consultation would be determined by the impact and size of the proposed changes, and we will keep all stakeholders informed if we choose to consult further.

05 Next steps

We will produce a Consultation Report to accompany our DCO application as required by Section 37(3)(c) of the Planning Act 2008. This report will detail how we have had regard to the responses received when developing our proposals.

We will prepare and submit our DCO application and, if accepted for examination, we will publish notices that will allow any interested parties to submit their representations and participate in the examination process. You can read more about the DCO process on our website: futureluton.llal.org.uk, and on the Planning Inspectorate website: infrastructure.planninginspectorate.gov.uk/ or by calling 01582 548782 (phoneline open Monday - Friday, 9am – 5.30pm)

GDPR and privacy

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 on 25 May 2018.

Under the terms of the GDPR, individuals have certain rights over how their personal data is retained and used by us. For more information, see our full data privacy statement: futureluton.llal.org.uk.

How we will use the information you provide

The information that is shared with us during our statutory 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 DCO application (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

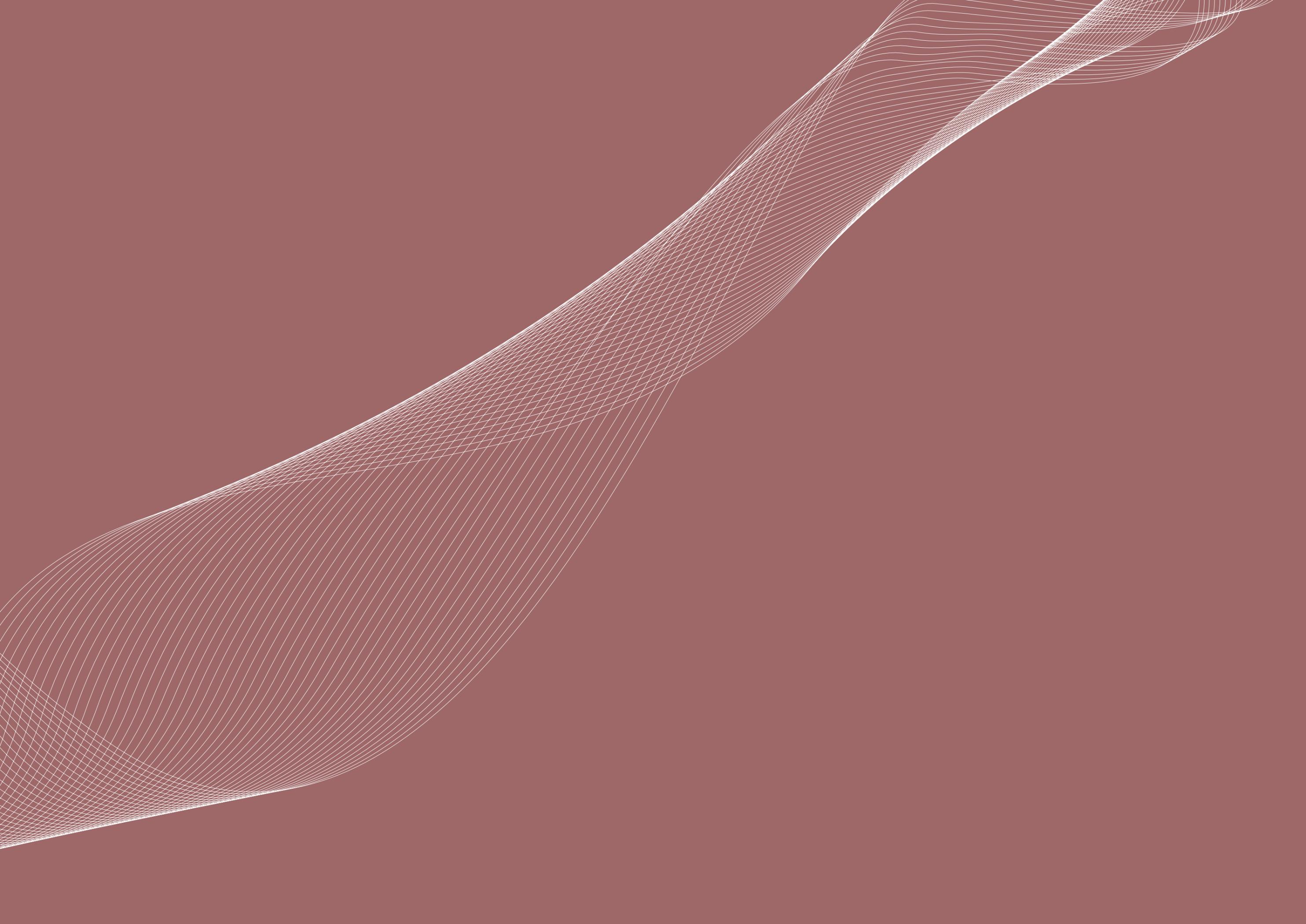
The information shared with us during the consultation will be used by the following recipients to record, analyse and report on the feedback received:

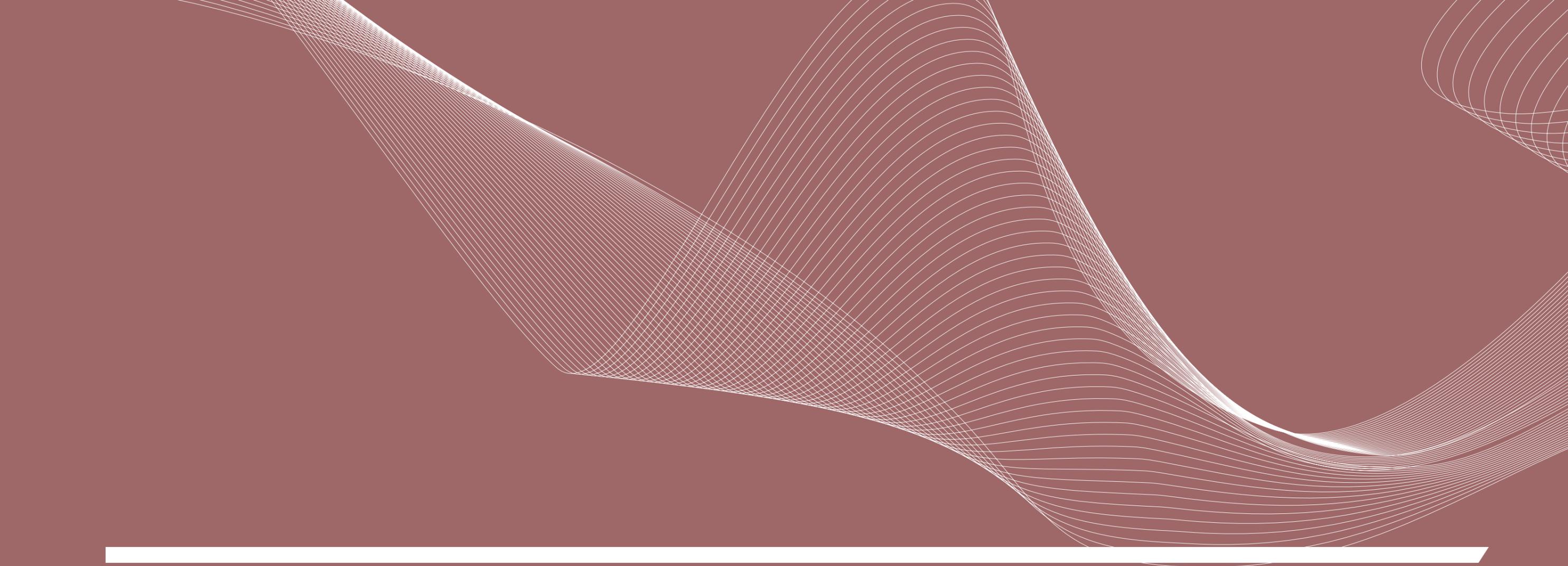
- London Luton Airport Limited
- Project consultants
- Legal team
- The Planning Inspectorate
- The Secretary of State
- Department for Transport
- Civil Aviation Authority

Contact details

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

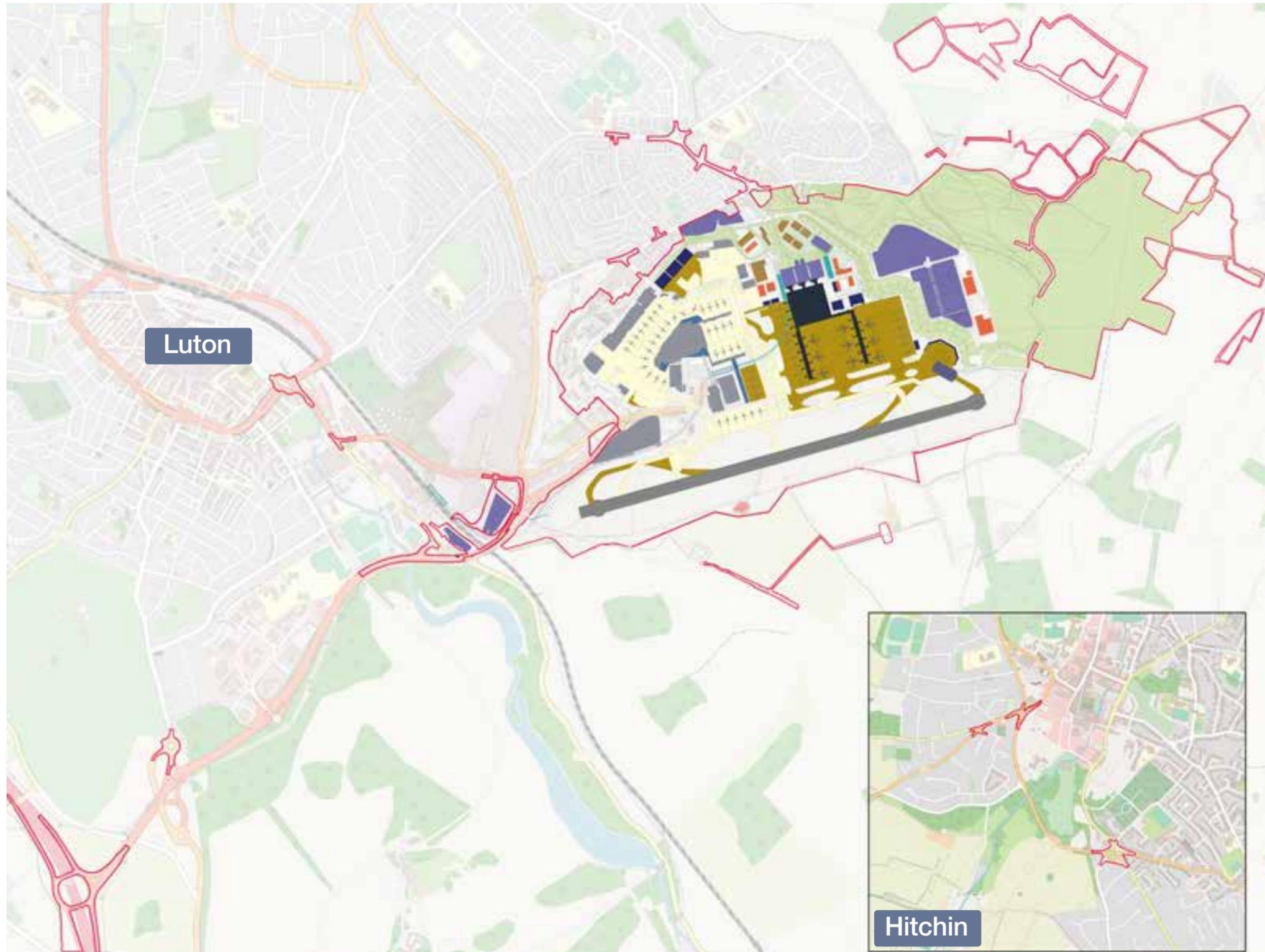
- Email: futureluton@llal.org.uk
- Post: Write to us at FREEPOST FUTURE LUTON LLAL
- Phone: Call us on 01582 548782 (phoneline open Monday – Friday, 9am – 5pm), please leave a message where necessary.





Appendices

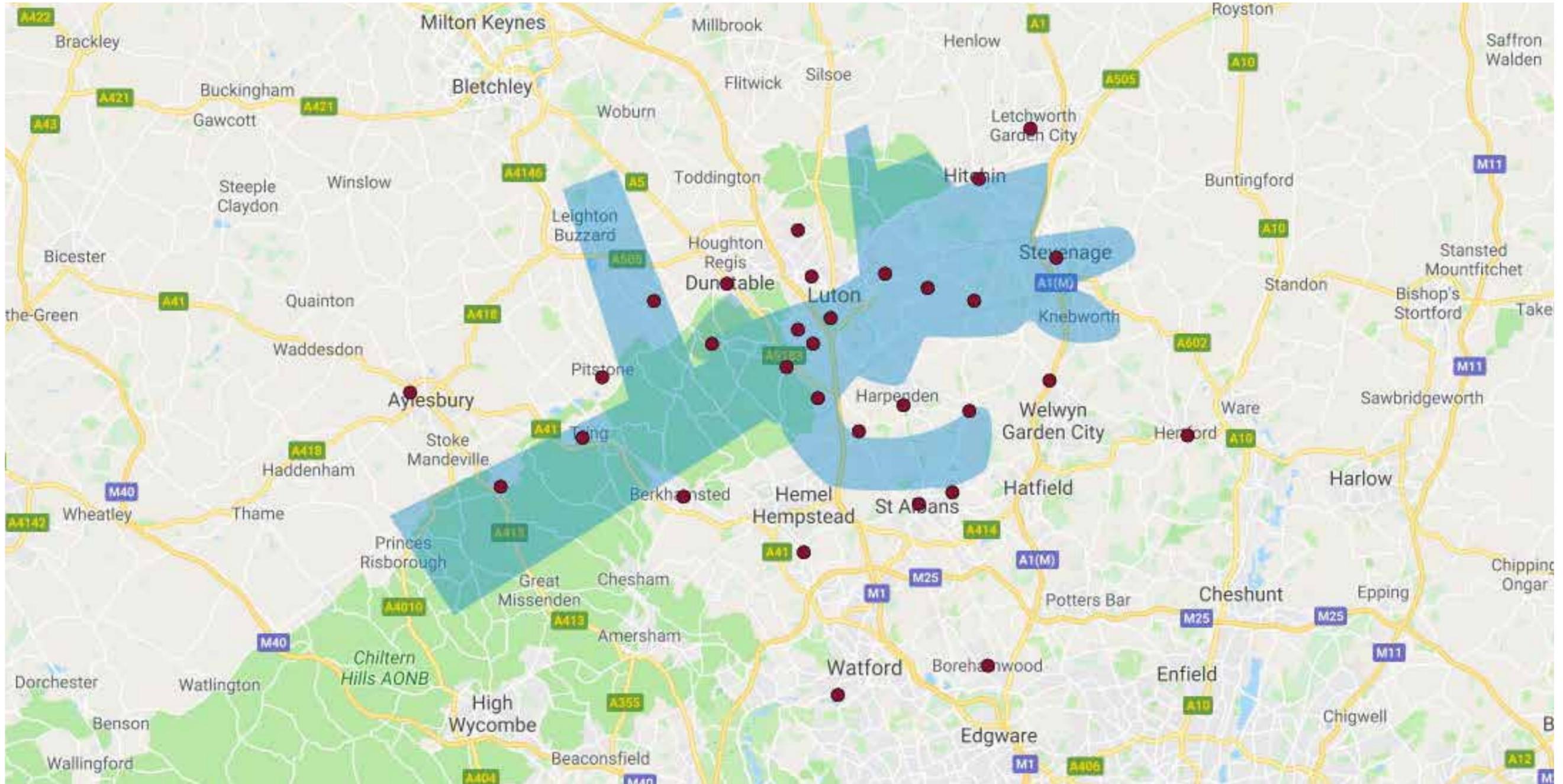
Appendix 1 – Map of proposed development boundary



The red line on this map represents the proposed development boundary for our DCO application.

Appendix 3 – Newsletter distribution areas

The map below is to indicate the newsletter distribution areas. All addresses within the blue area will be sent a newsletter. We will also send newsletters to those addresses within a 1km radius of each consultation venue, where this falls outside of the blue area.



Background image source: Google Map

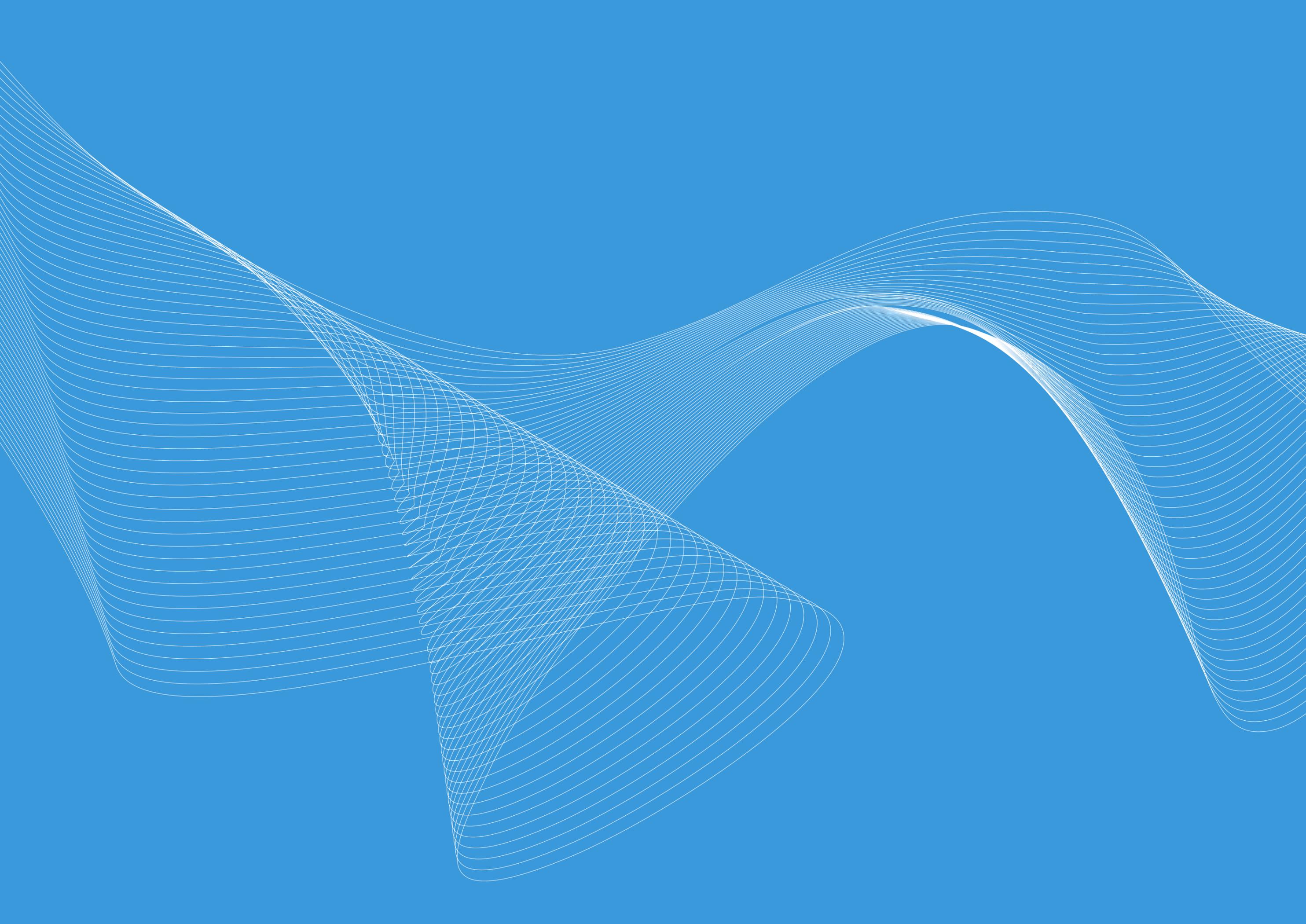


ARRIVALS

DEPARTURES

CONNECTIONS
TO
AIR & RAIL

easyJet





How to contact us:

Email: futureluton@llaal.org.uk

Phone: 01582 548782

Write to us: FREEPOST FUTURE LUTON LLAL

Websites: futureluton.llaal.org.uk
www.llaal.org.uk

 London Luton Airport Ltd
 @LLA_Ltd

