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NOISE MANAGEMENT BOARD
Ground Rules | 2024

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Ground Rules | 2024

Introduction

This document sets out the purpose, structure, and expectations for Noise Management Board members. Fundamental to achieving meaningful work is stakeholders, regardless of motivation for joining, agreeing to work together to accomplish a shared goal. To do this, there must be a set of guiding principles, which can be found in the Expectations Management Principles Framework (EMPF); these include setting out when to expect documents and invitations, to roles and responsibilities, and how the board will operate.

Finally, all members are required to sign up to, and operate by, a code of conduct. This conduct is expected of all members, including the Sponsor (London Gatwick). The topic of aircraft noise and its impacts is a contentious one, and evokes much emotion from all stakeholders, for various reasons. The Noise Management Board is designed to bring all of those stakeholders together and utilise each person's area of expertise – whether that be aircraft operations, being impacted by the noise on the ground, or being able to communicate technical information in a language that is meaningful – and to do this effectively, the code of conduct asks that each member puts any bias, emotions, and vested interests to one side, and work together in a respectful and cooperative manner.

We look forward to working with each and every one of you.

With regards,

Dr Rebecca Mian

Noise Management Programme Manager.

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Purpose Statement

To provide a collaborative, noise focused engagement platform at London Gatwick, bringing together industry, regulator, government, and community stakeholders, improving understanding of noise related topics between all members.

To identify, evaluate, and promote the adoption of strategic and innovative ways of managing noise impact, including but not limited to, measurable reductions and improvements, through alignment with existing policy, regulation, and industry best practice.

Structure

The Noise Management Board is made up of 3 groups:

- Oversight Board
- Community Assembly
- Programme Steering Group

With support from an:

- Expert Advisory Group
- Secretariat

The Oversight Board oversees the Community Assembly and Programme Steering Group, holding both to account as and when required. The interactions of groups are shown in Figure 1.

There are three corresponding group chairs:

- Independent Chair of the Oversight Board (The Chair)
- Independent Community Representative (ICR)
- Programme Steering Group Lead from London Gatwick (Programme Lead)

Both the ICR and Programme Lead will report to the Oversight Board on any NMB matters.



An external secretariat will run all administration matters as outlined in the Expectations Management Principles Framework (EMPF).

NMB Structure Matrix

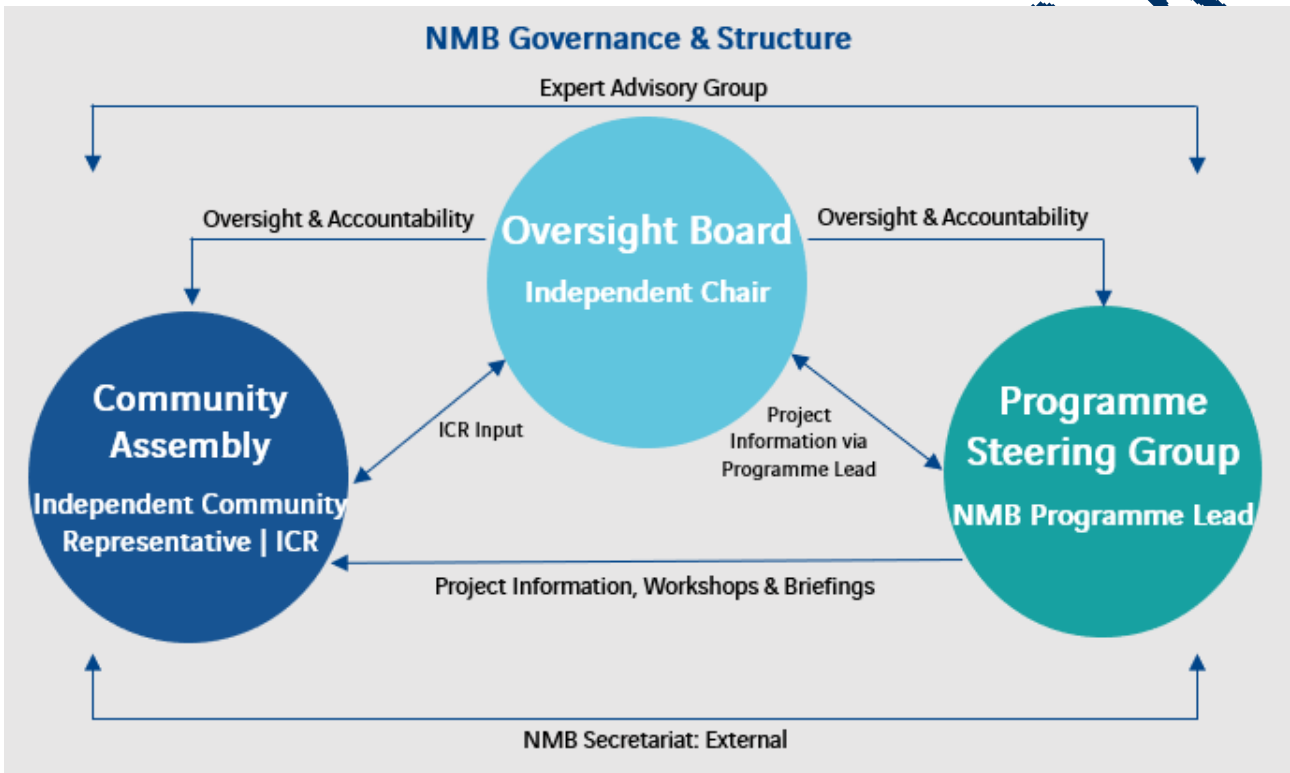


Figure 1 – Schematic of the NMB Governance & Structure

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Roles & Responsibilities

Oversight Board

The Oversight Board is a meeting for representatives from industry, the regulator (national and local), Government, independent experts, London Gatwick's Consultative Committee (GATCOM), the Programme Steering Group Lead, and the Independent Community Representative (ICR) to discuss NMB matters of interest.

- Held quarterly, following the Community Assembly

Role of the Oversight Board

- Scrutinise, consider, and provide expert advice on, but not limited to:
 - o community feedback and concerns, suggestions, considerations,
 - o thoughts/questions around any other noise-related topics,
 - o suggested subjects for briefing sessions and/or Chair's surgeries,
 - o NMB Programme, including progress, issues and any actions needed to help the Programme Steering Group drive a project forward.
- Hold to account the Community Assembly on any actions requested and/or adopted by the Oversight Board.
- Hold to account the NMB Programme Steering Group on any actions requested and/or adopted by the Oversight Board.
- As the ultimate authority of the NMB, make collective decisions as and when required.

Role of Independent Chair of the Oversight Board

- To Chair the Oversight Board of the NMB, leading discussions between all participants.
- To attend the Community Assembly in an oversight capacity at invitation of ICR.
- To attend the Programme Steering Group in an oversight capacity at the invitation of the Programme Lead.



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Additional Role & Responsibilities

- To host Chair's surgeries up to 3x per year, consisting of individual online sessions with NMB member(s). To be arranged through the Secretariat.
- To answer emails and/or questions specifically addressed to the Oversight Chair as and when they arise and advise on any emails/issues needed by ICR, PSG lead, secretariat, within a timescale specified within the Expectations Management Principles Framework (EMPF).
- To attend the London Gatwick Airspace & Noise Annual Public Meeting each year, giving an address where required.
- To attend GATCOM as the NMB Oversight Chair once per quarter, finalising, in collaboration with the ICR and Programme Lead, a draft report to GATCOM produced initially by the Secretariat.
- To attend NaTMAG as the NMB Oversight Chair once per quarter.
- To meet with key industry stakeholders as and when required in line with NMB strategic objectives.
- To lobby key industry stakeholders as/when agreed by Oversight Board.

The Chair reserves the right to take action against a member where deviation to expectations and/or code of conduct might occur. The action may include a warning and/or removal from a current meeting, specific group of the NMB, or entire NMB membership.

Support to Role

The Expert Advisory Group (EAG), made up of independent industry experts, will have shared and equal responsibility in their functions and where necessary will alternate their attendance:

- Providing Vice Chair and/or Acting Chair support as and when needed
- Providing expert advice and scrutiny



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Composition

Oversight Board Executive Chair

Independent Community Representative

Programme Lead

Expert Advisory Group

NaTMAG Chair

GATCOM Chair

GATCOM Lead Representative for Noise

GATCOM Technical Advisor

CAA

DfT

NATS

NATS Tower

Airline(s)

London Gatwick

Secretariat

County Councillor x 4 over 2 seats

Community Member Attendees

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Community Assembly

The Community Assembly is a meeting for community members local to London Gatwick to discuss matters of interest regarding aircraft noise.

- Held quarterly, prior to the Oversight Board

Role of the Community Assembly

- Provide NMB Programme updates and discuss feedback within the meetings.
- Provide key messages of NaTMAG and GATCOM and discuss feedback within the meetings.
- Hold constructive discussions of community member opinions.
- Provide briefing sessions and workshops on specific issues.

Role of Independent Community Representative

- To Chair the Community Assembly, leading constructive and impartial conversations between community members local to London Gatwick.
- To facilitate, where necessary, briefings and/or workshops by members of the Expert Advisory Group (EAG), or industry expert(s).
- To attend the Oversight Board once per quarter on behalf of community members, delivering key messages and feedback, including any requests regarding NMB Programme and/or briefings & workshops.
- To develop, oversee and contribute to a positive relationship with local community members.
- To gather key messages to take forward to the Oversight Board.

Additional Role & Responsibilities

- To answer emails and/or questions specifically addressed to the ICR as and when they arise and advise on any emails/issues needed by Oversight Chair, PSG Lead, and/or secretariat, within a timescale specified within the EMPF.



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- To attend the London Gatwick Airspace & Noise Annual Public Meeting each year, giving an address where required.

Role of Community Members

- To attend to the Community Assembly once per quarter, contributing individual views and opinions to discussions on matters of interest regarding aircraft noise impact.
- To act in a respectful and courteous manner at all times, allowing for others to share their views in a safe and open environment, without prejudice or animosity in accordance with conduct set out in the Ground Rules.
- To attend all meetings where possible, providing apologies in advance of meetings that cannot be attended.
- To read meeting documents ahead of time, allowing for context and detail to be provided during meetings; noting that much of the information issued requires context for understanding and therefore there can be no meaningful discussion of it until that context has been provided in the Community Assembly meeting.
- To agree a key points summary of the Community Assembly with ICR ahead of the Oversight Board to facilitate advocacy/delivery of summary by ICR to the Oversight Board.
- To be respectful of email principles set out in the EMPF found on page 19.

Support to Role

The Expert Advisory Group (EAG), made up of independent industry experts, will have shared and equal responsibility in their functions and where necessary will alternate their attendance:

- Providing Vice Chair and/or Acting Chair support as and when needed
- Providing briefings & workshops
- Attending Community Assembly and the following Oversight Board



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Composition

- Independent Community Representative
- Oversight Board Executive Chair (at the invite of ICR)
- Community Members
- Expert Advisors (at least 1 per meeting)
- Secretariat

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Programme Steering Group

The Programme Steering Group (PSG) is for project team leads to meet with the London Gatwick Noise Management Programme Manager (Programme Lead), and Oversight Board Chair (as and when required), to discuss progress of projects, any issues arising, actions or help required, and agree Project Control Sheet updates to take to the Oversight Board.

The Programme Steering Group is led by the Programme Lead, with the NMB Programme sitting under the purview of London Gatwick.

Role of Programme Lead

- To oversee and drive forward all projects, and work with each Project Lead to ensure effective project management, whilst minimising and mitigating legislative risk by managing engagement with stakeholders.
- To lead the development and implementation of London Gatwick's noise management strategies ensuring alignment with, and support of, industry partners that might be involved in a project.
- To develop and maintain constructive technical engagement with London Gatwick's Government, regulatory, airline, and Air Traffic Service Provider stakeholders.
- To engage with Government and the CAA, to enhance the direction of policy development for London Gatwick, its stakeholders, and the aviation industry, through noise impact mitigation projects.

Additional Role & Responsibilities of PSG lead

- To attend the Oversight Board once per quarter on behalf of Project Leads, delivering key messages and feedback, including any requests regarding resource, knowledge, or other.
- To answer emails and/or questions specifically addressed to the Programme Lead as and when they arise, within a timescale specified within the EMPF.
- To attend the Airspace & Noise Annual Public Meeting each year, giving an address where required.



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Support to Role

The Expert Advisory Group (EAG), made up of independent industry experts, will have shared and equal responsibility in their functions and will:

- Attend the PSG as and when requested.
- Providing Vice Chair and/or Acting Chair support as and when needed.
- Provide expert advice and scrutiny through the Oversight Board

Composition

Programme Lead

Project Leads

Oversight Board Executive Chair (by invitation of Programme Lead)

Expert Advisory Group, as requested

Secretariat

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Expert Advisory Group

A group of individual advisors to the Noise Management Board, made up of experts from a diverse range of fields relevant to aircraft noise impact management. Areas of expertise to include:

- Pilot operations
- Non-acoustic factors
- Technical and research
- Airspace

Role of Expert Advisors

Experts will act independently of NMB members, its Chairs, Sponsor, and each other:

- To provide advice, guidance, and scrutiny to the Oversight Board, including matters reported from the Programme Steering Group – attendance once per quarter.
- To rotate attendance at the Community Assembly, providing independent oversight and support to the Independent Community Representative and members – attendance once per quarter across Advisors, as a minimum.
- To rotate Vice Chair and/or Acting Chair as and when required, to the Oversight Board, Community Assembly, and Programme Steering Group.
- To rotate the hosting of ad hoc briefings & workshops, in line with project need or Community Assembly request.
- To provide advice, guidance, and scrutiny via email as and when required.
- To attend the Airspace & Noise Annual Public Meeting each year, giving an address where required.



Secretariat

The secretariat role within the NMB will support day-to-day operations and facilitate required communication.

Role of the Secretariat

- To coordinate the NMB diary, sending out meeting invitations, pre-meet documents, post-meet documents and any associated administration.
- To coordinate any additional NMB meetings, i.e., briefings, workshops, Chair's Surgeries as above.
- To attend the Community Assembly, Oversight Board, and Programme Steering Group on a quarterly basis, to monitor the Action Tracker and Risk Register and work with each Chair to ensure appropriate agenda notes are issued following each meeting.
- To be the main point of contact for NMB Chairs and stakeholders on all administrative matters relating to NMB meetings; monitoring an external email inbox dedicated to the NMB. Emails will be responded to in line with the Expectations Management Principles Framework (EMPF), with administration queries being responded to directly, and addressed emails forwarded to appropriate recipient.
- To ensure all necessary documents are made available on London Gatwick's dedicated webpage in line with the EMPF stated timescales.

Additional Role & Responsibilities of the Secretariat

- To attend the Airspace & Noise Annual Public Meeting each year.



Expectations Management Principles Framework

What members should expect to get out of the Noise Management Board

The NMB provides engagement platforms for the aviation industry and those impacted by noise from aircraft using London Gatwick. Members can expect to get out of the NMB:

- The opportunity to provide their concerns and comments on noise related matters at London Gatwick.
- Access to experts, including the Expert Advisory Group.
- Access to aviation industry representatives.
- Access to community members local to London Gatwick.
- Information on the progress of the NMB Programme of noise related activities and projects.
- Access to briefing sessions and workshops on relevant topics.

Term Length

There is no term length. There will be periodic internal reviews carried out by London Gatwick to ensure an effective and efficient Noise Management Board, however, there will be no change to format or structure. There will be a flexible programme of work, made up of projects, briefings, and workshops, comprising dedicated timescales per project.

Length of Service

In line with corporate governance independence code, independent actors, i.e., Independent Chairs and Expert Advisers will serve a maximum of 9 years.



Meeting Attendance and Absence Reporting

Members are expected to make every effort to attend every meeting of the group they are a member, as much as circumstances allow. It is understandable that life events, illness and work responsibilities can get in the way of standing engagements. If a member cannot make an upcoming meeting, members are required to inform the Chair of the meeting as early as possible.

Where members represent an organisation on the Oversight Board, they must inform the Chair no later than one week ahead of the meeting, and endeavour to provide a substitute.

The Chair and NMB Sponsor reserve the right to speak with any member who is repeatedly absent from meetings to find a way forward, up to and including termination of membership.

Escalation of Concerns

Where members of the Community Assembly wish to escalate a matter to the Oversight Board, they must in the first instance do so via the Independent Community Representative to have the issue raised at the following Oversight Board meeting. Where the community member does not wish to have the concern raised openly in the Oversight Board meeting, the member can request a meeting with the Independent Community Representative and Oversight Chair together via a Teams call.

Where the member does not feel able to raise the concern in the first instance with the Independent Community Representative, the member can contact the Oversight Chair via email to the Secretariat email. The Oversight Chair reserves the right to discuss any matters they deem serious enough, with the Independent Community Representative, NMB Sponsor, and/or the Oversight Board. The member's name will be kept confidential where requested.

The Oversight Board may determine from time to time that certain NMB matters should be escalated to, including but not limited to, DfT and CAA. Such escalation will relate to issues agreed by the Oversight Board and will be done so by the Oversight Chair.



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The Oversight Board and/or NMB Sponsor reserves the right not to escalate issues that are out with the remit of the NMB. The NMB is not a conduit for all community issues surrounding London Gatwick, nor specifically for all noise issues. The NMB works to its Purpose Statement.

Secretariat

An External Secretariat is appointed to carry out all administrative duties between London Gatwick and NMB members. Whilst a full list of roles and responsibilities is outlined on page 16 of the Ground Rules, specific details and timescales are outlined here for expectation management and accountability.

Emails

- Standard administration enquiries will be answered by the Out of Office message, which is set on the NMB email account and updated regularly to reflect appropriate information. Unless the query refers to information not provided on the Out of Office, nor available on the London Gatwick NMB web page, emails will not be responded to.
- Any standard enquiry not referencing the above, will be responded to within one week of each Monday the mail is retrieved (inbox monitoring is every Monday) by a member of the Secretariat, and this timescale is outlined on the Out of Office. The Secretariat reserves the right to change the response time according to NMB-specific business needs. Where a temporary change occurs, this must be agreed with London Gatwick and the Oversight Board Chair.
- Requests relating to, for example, educational briefings, Chairs surgeries etc, will be forwarded to the ICR and added to the agenda for discussion at the next Community Assembly.
- Emails addressed to specific individuals, i.e., specific London Gatwick staff, Oversight Chair, ICR, or specific/general member of the EAG, will be forwarded within one week, and responded to by that individual within one week. An acknowledgement and confirmation response will be sent once the original email has been forwarded by the Secretariat. London Gatwick staff, Oversight Chair, ICR, or specific/general member of the EAG reserve the right to change the response time according to NMB-specific business needs. Where a temporary change occurs, this must be agreed with London Gatwick, the Secretariat, and



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the Oversight Board Chair, and made clear on either an Out of Office of the specific email address or communicated via the Secretariat.

Documents

- Agendas will be circulated one week ahead of meetings.
- Where available, any presentational/discussion documents being discussed at Community Assembly meetings will be issued one week ahead of meetings. These documents will be strictly for the use of NMB members, not for recirculation or usage in any other document or format. Where misuse of documents is found, action will be taken, up to and inclusive of membership removal to the NMB.
- Members will refrain from interpretation of documents ahead of presentation and discussion within meetings; much of the information issued requires context for understanding.
- Verbatim notes will not be taken during meetings. Agreed actions will be logged via an Action Tracker, which will be worked to during meetings.
- Agendas will be used to track discussions taken against each agenda item. The tracked and annotated agenda will be circulated, and published to the website, within one week following each meeting.
- A Risk Register will be controlled during Oversight Board meetings to note any identified risks that arise/are ongoing throughout a project.
- Any presentational/discussion documents used at meetings, but not available beforehand, will be circulated, and published to the website, within one week following each meeting.

Expert Advisory Group

The Expert Advisory Group is made up of experts from various areas of the aviation industry, to provide wholly independent advice, support, and critique to all members and areas of the NMB. Independence will be of London Gatwick, NMB Chairs/similar, community members, industry stakeholders, and each other. Expert Advisors will not act as a group.

Where necessary, Expert Advisors will provide workshops and/or briefings for NMB members.



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Where necessary, Expert Advisors will act as Vice Chair to the Oversight Board Chair and/or Independent Community Representative in times of absence.

Expert Advisors will attend the Community Assembly in an advisory capacity. This will provide additional informational support to the Independent Community Representative and members, and an oversight of meeting effectiveness and etiquette.

A full outline of the Expert Advisory Group roles and responsibilities is outlined on page 16.

Programme of Work

The NMB Programme is made up of:

- Projects, which are noise related initiatives undertaken by London Gatwick or other industry stakeholders,
- Briefings and education sessions,
- Workshops or other ad hoc activities as required

The Programme will encompass input from all NMB members.

- Community members will have the opportunity to provide their lived experience and concerns regarding noise impact issues, which will help to shape the project scope.
- Industry members (inclusive of but not limited to Government, regulator, airlines, and Air Navigation Services) will provide their expert knowledge of policy, guidance, operation, and safety to help inform the efficacy and progress of a project.
- Expert Advisors will provide oversight, scrutiny, and expertise across the development of a project.

Delivery of the Programme will be undertaken by the Programme Steering Group as described on page 13, which will report progress to the Oversight Board. Each project in the Programme will have a Project Control Sheet that will be used to define the activity and track progress.



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Project Control Sheets

The principle of a Project Control Sheet is to holistically manage the aims, expectations, and delivery of a project from its inception. Where it is decided that a project idea is worth exploring, there will be a one-month research window to understand the scope, feasibility, and likely success rate of a project. If a project is deemed viable, set-up details of the project will be outlined on the Project Control Sheet, which remains a reference point throughout the lifetime of the project, and will help to maintain core focus, understanding of the project in a language that is meaningful to all, and a log of any technical language.

Project Control Sheets will be the front page of any project file and will detail:

- A brief outline of the background to and rationale for the project, and what is ultimately trying to be achieved.
- An outline of the research into the feasibility of the project, the outcome and where necessary, the reason for it.
- Where a project is deemed not viable, a timescale for review will be agreed and logged.
- Project Progress Overview.
- Any technical terms explained.
- Project team.
- Expected timeline.

Voting

There will be no voting, for any scenario. Where any decision is required, a discussion will take place in a professional and respectful manner, considering expert advice and factual boundaries, including that of law, regulation, policy, and safety. Where needed, the oversight chair will have the final decision on NMB actions. Where there is no barrier to taking forward a tabled discussion, suggestion, or request, no reasonable argument against the matter, and it is within the remit and scope of the NMB Purpose, a way forward will be sought.

This includes, but is not limited to:

- Projects to include in the Programme



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- A request/suggestion from the Community Assembly and/or industry members
- Escalation or representation of a topic out with the scope of the NMB (but noise related at London Gatwick)

Community Member Attendees to the Oversight Board | CMA

Any member of the NMB, who is not a member of the Oversight Board, is welcome to register to attend any Oversight Board meeting, providing they have attended the preceding Community Assembly. CMAs are permitted to ask questions at each agenda item as set out by the Chair at the start of each meeting, and during a dedicated point at the end of each meeting.

CMAs must adhere to conduct outlined by the Chair of the meeting. Where CMAs have the opportunity to raise questions or points, the Chair will ensure all members get an equal opportunity to do so.

Recording or photography is not permitted at any NMB meetings.

Teams Meetings: All Oversight Board attendees, including CMAs must keep their microphone off at all times, unless invited to communicate in alignment with expectations and code across all NMB online meetings.

Process to Sign Up

New Enquiries

All individuals wishing to understand more about the Noise Management Board before deciding to sign up, will be required to fill out an enquiry form. This can be accessed by emailing the Secretariat at GatwickNMB.uk@egls-group.com, or finding and submitting the form on London Gatwick's dedicated web page: www.gatwickairport.com/nmb in the Document Library. This form provides the Secretariat with some key information to be able to best serve enquirers needs.

All members to the NMB who wish to sign up for the new term, are required to read the Ground Rules document, which includes:

- Purpose and Structure
- Role & Responsibilities



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- Expectations Management Principles Framework
- Code of Conduct

Prospective members will be invited to an induction session where an overview of the Ground Rules document will be provided, along with a chance to ask any questions which may arise. Upon completion of induction, anyone wishing to become a member must sign the Ground Rules document declaration form. Signing of the Ground Rules document is indicative of an agreement to adhere to and participate under the terms it sets out.

Whilst some members may belong to community noise action groups, study groups, environmental groups, parish council groups, or similar, this declaration of membership permits the individual signatory only to membership of the NMB. Multiple people of any one group are welcome to join in their own right, but no one individual can be substituted by another. In the case of an industry organisation or body, the role can be substituted by a specified deputy.

Upon Becoming a Member

Once the Ground Rules document is signed and returned to the Secretariat, members will receive a meeting schedule. Members will also receive all meeting invitations via Outlook, unless they have specified a preference not to in the declaration form. Invitations will include Teams links for online meetings or will be updated with a meeting location closer to the date if the meeting is to be in-person.

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Code of Conduct

The NMB recognises the importance of the participation of all its members and will take all reasonable steps to ensure that all participants are supported and valued for their contributions.

The NMB has no legal status or standing, its effectiveness depends on the cooperation and constructive participation of its membership. The NMB addresses noise issues at a strategic level.

Members of the NMB reserve the right to disagree with recommendations or discussions. In such a case, under the no voting rule set out on page 23 of the EMPF, a discussion will take place in a professional and respectful manner, considering expert advice and factual boundaries, including that of law, regulation, policy, and safety. Where there is no barrier to taking forward a tabled discussion, suggestion, or request, no reasonable argument against the matter is proposed, and it is within the remit and scope of the NMB Purpose, a way forward will be sought.

This Code of Conduct sets out the conduct expected of individuals who participate in the NMB and is intended to ensure that NMB business is conducted in a constructive, civilised and professional manner, where all participants know what behaviour to expect from other NMB participants.

The NMB Sponsor and Secretariat are responsible for ensuring that NMB participants have read and understood this Code of Conduct.

The NMB Sponsor and Oversight Board Chair reserve the right to take action against a member where deviation to expectations and/or code of conduct might occur. The action may include a warning system and/or ultimate removal from a current meeting, specific group of the NMB, or entire NMB membership.

Code of Conduct Core Principles

NMB Participants will:



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1. Treat other participants fairly, respecting each other and the principles of diversity and equality.
2. Behave professionally in their relationships with the NMB, its members and all other participants.
3. Permit others to express themselves and understand that all views are important even if they are not the same as their own.
4. Inform the Chair or Secretariat of the NMB if, in their view, any conduct issues arise from the contributions of any other NMB participant. This is strictly only referring to conduct within NMB meetings. The NMB Chairs, advisors, or Sponsor are not responsible for any conduct of or between participants out with NMB meetings.
5. Not bring the NMB into disrepute. This includes, but is not limited to, misuse of any materials or information provided within or in relation to any documents, presentations, or discussions within or in relation to any NMB meetings. This also includes maintaining respectful conduct towards fellow NMB members at all times, inside and outside of any meeting.
6. Respect the confidentiality of any information that has been shared with the NMB on a confidential basis.
7. Perform their NMB duties with honesty, integrity, impartiality, objectivity and in a constructive demeanour.
8. Observe the NMB Ground Rules in their entirety.

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Members Details

Department for Transport | DfT

The DfT, a government department, is tasked with ensuring that airlines and airports provide the domestic and international connections the UK needs to grow and prosper. The DfT considers policies intended to balance the impact of air travel on climate change and on noise levels for people living near airports with the strategic national economic contribution of air transport. The DfT is also responsible for continuing to make sure that air travel is safe and secure.

www.dft.gov.uk

Civil Aviation Authority | CAA

The UK's designated aviation regulator, the CAA ensures:

- That the aviation industry meets the highest safety standards
- That consumers have choice, value for money, are protected and treated fairly when they fly
- Improvements in airlines and airports' environmental performance
- That the aviation industry manages security risks effectively

The CAA is a public corporation, established by Parliament in 1972 as an independent specialist aviation regulator.

The UK Government requires that CAA costs are met entirely from charges to those receiving a service or regulated.

Most aviation regulation and policy is harmonised across the world to ensure consistent levels of safety and consumer protection. Worldwide safety regulations are set by the International Civil Aviation Organisation (ICAO) and within Europe by the European Aviation Safety Agency (EASA).

www.caa.co.uk



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Gatwick Airport Limited | GAL

Gatwick Airport Limited (Gatwick) is the company licensed to operate London Gatwick by the CAA. Gatwick is owned and managed by Vinci Airports and Global Infrastructure Partners (GIP) and a consortium of its co-investors.

www.gatwickairport.com

NATS | Formerly National Air Traffic Services

NATS is the UK's leading provider of air traffic control services, with a purpose of advancing aviation and keeping the skies safe. Each year, NATS handles 2.2 million flights and 250 million passengers in UK airspace. In addition, NATS provides services to 15 UK airports, including approach control for London Gatwick, managed from Swanwick. NATS is the designated manager of all upper airspace in the UK.

www.nats.co.uk

Airlines

Airlines operating at Gatwick are represented at the NMB by easyJet, Gatwick's largest airline user through its Chairmanship of the Airline Operators Committee (AOC). easyJet is one of Europe's leading airlines, operating on over 1,045 routes across 35 countries and 158 airports, with a fleet of over 336 Airbus aircraft. easyJet is a FTSE 100 company employing over 16,000 people including more than 4,000 pilots and 8,000 cabin crew. The airline flies more than 90 million passengers a year.

www.easyjet.com

Gatwick Airport Consultative Committee | GATCOM

GATCOM is constituted to meet the requirements of Section 35 of the Civil Aviation Act 1982, for an airport to provide adequate facilities for consultation with respect to any matter concerning the management or



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administration of the airport which affects the users of the airport, local authorities and any other organisation representing the interests of persons concerned with the locality in which the airport is situated.

www.gatcom.org

County Councils

County Councils are represented at the NMB by constitutionally and legally elected Councillors, who at County level can represent and, therefore, speak on behalf of all the populations within their respective electoral divisions.

County Councils have responsibility for much of the highway network and for securing the economic wellbeing of their administrative area. In discharging these powers and duties they have regard to the negative effects on their resident population, including noise and air pollution, and the adverse effects these can have on human health and the environment.

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Declaration of Membership

I declare that I have fully read and understood the Ground Rules of the Noise Management Board, and that I agree to, and will conduct myself as a member in accordance with, the terms set out in the Expectations Management Principles Framework (p.17-24) and the Code of Conduct (p.25-26).

I understand that, whilst there will be many differing views, motivations, and approaches across members, I will remain respectful of my peers, and always work to seek productive ways forward. I understand that the Board is not a conduit through which to make noise complaints or direct grievances.

Please specify which of the following two statements you agree with (tick one only):

- I confirm that I am happy for my email address to be used for receiving meeting invites even though it means my email address may be visible to others. I understand that if I confirm this, it does not mean that my email address will be used visibly in any other capacity than meeting invites
- I confirm that I am not comfortable for my email address to be used for receiving meeting invites as I do not wish for my email address to be potentially visible to other NMB members. I agree that, instead, I will be responsible for inserting all meeting dates into my own diary and understand that meeting links will be supplied on the agenda issued one week before each meeting

First Name*:		Surname*:	
Signature:		Date:	

N.B.

If you are not able to insert an electronic signature, just type out your name – emailing this form will secure your declaration.

*This must be your personal name. For queries on group membership, please revisit p.24.