

**Minutes of meeting No. 88 of the Consultative Committee held on Wednesday, 18 November 2015
at 2pm at Southend Airport**

Present: Stuart Greengrass	Chairman
Glyn Jones (GJ)	CEO, Stobart Aviation
Jo Marchetti (JM)	Community Affairs Co-ordinator, LSA
Councillor A. Partridge	Castle Point Borough Council
Councillor Ray Howard	Essex County Council
Councillor Jill Reeves	Essex County Council
Councillor Colin Seagers	Essex County Council
Zhanine Smith (Officer)	Essex County Council
Councillor Valerie Morgan	Leigh Town Council
Councillor P.G. Elliott	Maldon District Council
Kerry Martin (Officer)	Maldon District Council
Councillor Vic Leach	Rochford Hundred Association of Parish Councils
Councillor Jack Lawmon	Rochford District Council
Councillor Joan Mockford	Rochford District Council
Councillor Carole Weston	Rochford District Council
Marcus Hotten (Officer)	Rochford District Council
Councillor Meg Davidson	Southend Borough Council
Carole Leach	Aviation Quality Management Services Ltd
Ron Smithson	Flying Clubs
Derry Thorpe	Southend Trades Council
Nora Goodman	Residents of Eastwood & St. Laurence
Les Sawyer	West Leigh Residents Association
George Crowe	Secretary
Emma McDonnell (EM)	Minutes

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Jon Horne, David Osborn, Cllr Lamb, Cllr Longley, Cllr Steptoe and John Dallaway.

2. MEMBERSHIP

The Chairman confirmed that following interviews with local airside tenant companies/local businesses, Carole Leach, Managing Director of Aviation Quality Management Services Ltd had been selected to be a member after IPECO's decision to withdraw from the Committee. The Chairman put forward the proposal and members approved the decision.

Cllr Peter Elliott commented that Maldon District Council had not, over many months, had officer representation and put forward Kerry Martin, Economic Development Manager, Maldon District Council – members approved the proposal.

3. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed Glyn Jones (GJ), CEO of Stobart Aviation, Carole Leach, MD of AQMS, and advised that George Crowe would be stepping down as Secretary with immediate effect and Emma McDonnell is to be his successor. George had taken the decision to reduce his workload and the Chairman and the Committee wished him all the best for the future and thanked him for all his hard work over the years. The Chairman commented that George was very welcome to attend meetings for the foreseeable future in an honorary adviser capacity. The Chairman confirmed that a small presentation for George would be taking place after the close of the meeting. The Chairman asked new members to introduce themselves and the same applied to any individuals representing colleagues.

4. ADOPTION OF MINUTES FROM LAST MEETING 19th AUGUST 2015

The Minutes of 19th August 2015 were agreed and adopted, with the following two amendments:

“16.2 JM confirmed that £2,000 had been accumulated, therefore it was agreed the Sub-Committee (Les Sawyer, Mike Steptoe, Peter Elliott and Jack Lawmon) would meet separately to identify charities which would be the recipients of the donations.

As Cllr Heather Glynn is Chair of RDC and had advised she was not able to represent RDC on the ACC or Sub-Committee, the Chairman asked if any other member would like to put their name forward as replacement. Cllr Jack Lawmon and Cllr Peter Elliott put their names forward.”

And the following was added:

“3. ADOPTION OF MINUTES FROM LAST MEETING 3RD JUNE 2015

The Minutes of 3rd June 2015 were agreed and adopted.”

5. THE AIRPORT’S STRATEGIC DIRECTION

GJ provided some detailed background information in relation to his previous appointments, and reassured the Committee that both he, and Jon Horne, were wholly committed to the Airport and were passionate in relation to achieving the target of ‘2.5 million passengers in 3 years’!

Cllr Elliott asked if LSA could achieve this within the annual number of flights allowed (53,300 per annum) and GJ replied that on the basis of what had been achieved at other airports, this was perfectly feasible.

GJ confirmed that the following were the objectives which had been set in relation to the ‘Strategic Direction’:

- i. Be better at making money in the Terminal (ie, ‘retail on the way, not in the way’!)
- ii. Increase inbound market
- iii. Increase private jet movements
- iv. Reduce turnover rate of staff

GJ confirmed that he has full commitment from the Stobart Group, and that JH, in his capacity as COO, would be responsible for the daily operational side of the Airport, allowing GJ to concentrate on running the business. GJ commented that he was genuinely surprised at the level of ‘welcome’ and will be working closely with all Council members to see what can be achieved in terms of encouraging more ‘inbound’ traffic.

5.1 Cllr Reeves stressed that Essex County Council wishes to help in any way possible in this respect, and that the Airport should contact David Finch and Kevin Bentley at ECC as they are in the Tourism Department and will be able to assist.

**GJ TO
NOTE**

5.2 Kerry Martin invited GJ to visit Maldon District Council to look at ways in which they could help the Airport.

**GJ TO
NOTE**

GJ went on to comment that the Holiday Inn Hotel at the Airport was currently running at 73% full and the General Manager had been voted as the best Holiday Inn Hotel Manager in the UK, which was an outstanding achievement and a huge accolade for the area.

R Smithson asked GJ whether focus for stimulating/regenerating General Aviation (GA) business was being directed only to commercial. GJ confirmed that attention is initially on commercial, however, he has spoken with the Control Tower to obtain ideas from them as to how the Airport can attract more training/private business, as there is capacity to carry out 16 movements an hour.

Les Sawyer asked why it cost more (an additional £100) to fly from Spain to LSA as opposed to Spain to LGW. GJ confirmed that this was typical 'supply and demand', ie a function of LSA's own success, and once more aeroplanes are in operation, customers should see prices reduce.

Following GJ's introduction, Cllr Elliott and several other members expressed their excitement in terms of the Airport's future and appreciation of the candid and positive insight into the strategic direction for LSA.

The Chairman thanked GJ for attending the meeting and for his detailed introduction.

6. AIRPORT DIRECTOR'S REPORT

The Committee reviewed the report prepared by JH, covering the period August to October 2015:

(a) Performance

The report contained the following performance figures:

Total aviation movements	August	September	October	Total
2014/15	2,504	2,491	1,953	6,948
2013/14	3,377	3,079	2,803	9,259
Commercial movements 2014/2015	1,171	1,309	1,001	3,481
Commercial movements 2013/2014	1,473	1,624	1,419	4,516
Passengers 2014/15	94,244	86,197	81,649	262,090
Passengers 2013/14	120,832	103,252	118,049	342,133

(b) Overview

The report confirmed that passenger numbers remain down compared to last year as previously advised and the reasons for this remain the same; namely the reduction in easyJet based aircraft from four to three and the Flybe operational changes. The performance of most routes remains good with improving load factors recorded across many of the services.

easyJet's new service to Lanzarote began on Friday 6th November 2015 and Lyon services will start in December. As reported at the last meeting, easyJet has decided to end the service to Berlin in February 2016 and it has now been confirmed that this will be replaced by Paris.

Route development work continues and the LSA Team attended the World Routes Conference in Durban South Africa in September, and also the European Regions Airlines Association General Assembly in Berlin in October. LSA had a stand promoting the airport at both events and meetings were held with a number of airlines the airport is targeting.

In September, LSA was awarded the Best UK Airport by Which? Magazine for the third year in succession with a score of 86%, up slightly from the prior year's score of 85% gaining the 5 star category rating in the following categories: Queues at bag drop, queues at airport security, passport control and baggage reclaim.

On 9th October the London Southend Airport Board attended the Times National Transport Awards in London after being nominated for Best Airport up against some strong competition from Birmingham, Edinburgh, Glasgow, London City, Luton and Stansted. Glasgow won the category and from the runners-up London Southend was the only airport highly commended for the redevelopment programme and for growing the passenger figures up to the one million passengers per year mark.

These awards are testament to the LSA's staff and their efforts and commitment. As 80% of the airport's staff live within the 'SS' postcode area, this is also testament to the quality of the local workforce, of which LSA and Stobart Group are very proud.

Cllr Morgan commented that to increase passenger numbers, additional destinations would surely be the solution. GJ responded that there is currently a focus on leisure, ie Spain, but desired destinations all year round is what's needed for future growth. Currently, the Airport has 20 destinations and LSA is wanting to increase this.

7. PLANNING ISSUES

The AOD's report included information about the following planning issues:

- (a) Standard Instrument Departures and Standard Approach Routings (SIDs & STARs) Airspace Change Proposal (ACP)

Consultation has been delayed whilst further work is undertaken on the design of the proposed procedures. The target is to go out to consultation towards the end of 2015/early 2016 for 12 weeks. Sam Petrie, Airport Development Coordinator, LSA, will be available at the next ACC meeting in February to answer any questions and to provide an update.

- 7.1 Sam Petrie, Airport Development Coordinator, LSA, to attend the next ACC meeting and provide an update.

JM/SP
17/02/16

- (b) New Fire Station

Work has continued to develop the design and finalise the detail associated with the facilities for the new Fire Station - the tender process will commence shortly.

- (c) Footpath

The footpath development process is now complete. **Actioned – remove from minutes.**

- (d) Approach lights – runway 24

This matter is ongoing and an update will be provided when there are developments.

8. INWARD INVESTMENT, EMPLOYMENT AND TRAINING

Included in the AOD's report was information relating to inward investment, employment and training.

- (a) Inward investment

ATC Lasham Ltd went into administration at the end of October with the loss of some 150 jobs. Since that time LSA has been working both with the Administrator (Grant Thornton) and a number of interested parties with the objective of securing the occupation of the extensive hangar space and re-establishing the lost jobs. It is anticipated that the Administrator will conclude its work at Southend by the middle of November and the work to re-let the properties can then begin.

Many of those engineers who lost jobs, have found work and many have expressed a wish to return to Southend as and when new jobs emerge.

The Airport has also worked closely with Southend Borough Council and Rochford District Council in this process and share the objective to secure the skills base for the future, including re-establishing a training and apprenticeship capability.

(b) Employment and training

Any further updates to be covered at the next meeting.

9. PRESS PACK

The pack of newspaper cuttings relating to the Airport was available and noted.

10. COMMUNITY RELATIONS

Included in the AOD's report was information relating to community relations.

(a) Noise

The total number of noise complaints for the Q3 period August, September and October 2015 was 92 (this excludes complaints for which no aircraft could be found to be operating at the time of the complaint). This compares to 142 for the same Q3 period ending October 2014. Just 32 complaints related to aircraft operating to/from the airport during the agreed night time period; 17 of which related to scheduled passenger aircraft that had been delayed. 35 of the 92 complaints (38%) were submitted from the same address in Leigh-on-Sea. As agreed at the previous meeting, the Airport will continue to log the complaints from this address, but no further response is made to the complainants having exhausted all reasonable means to address their concerns. 1 complaint related to a fly past by the RAF in a Tornado aircraft.

All of the complaints investigated were found to have been operating within agreed controls.

(b) Environment

Following the joint decision by the Environment Agency (EA) and LSA to withdraw the previous surface water discharge application, LSA has been working on developing a new proposal with its specialist advisors Capita. Once these plans have been developed and a new application prepared, Marc Taylor will make a presentation of this to the Committee.

10.1 Marc Taylor, Head of Asset Management, Southend Airport, to provide an update to the Committee at the next meeting. **JM/MT
17/02/16**

11. COMPLIANCE WITH SECTION 106 AGREEMENT

The Quarterly Section 106 Return for the three-month period August to October 2015 was reviewed. Two papers were attached to the Return that:

- gave further information about departing aircraft of over 5.7 tonnes that had been identified as not following the Noise Preferential Routes (NPRs) and advised that infringement notices had been issued in respect of the 4 movements;
- provided more information about the 4 in respect of which infringement notice had been issued.

12. MATTERS ARISING FROM MINUTES OF MEETING, 19 AUGUST 2015

12.1 Employment and training

Zhanine Smith reported that ECC works with Stansted Airport and makes sure that the airport is linking with local initiative as much as possible – one of these being Essex Employment and Skills Board. This is a representative group of large employers, SMEs, Business membership groups, colleges, universities and local government who look at collaborative solutions to build on successful work to build a local skills offering. K Willard advised that LSA was in continuous conversations with local providers and, in this respect, it would be helpful if Z Smith could email K Willard with contact information. **Actioned – remove from minutes.**

12.2 Refuelling Light Aircraft

R Smithson raised at the previous meeting his concern that nine months had elapsed since the self-pump refuelling from the bowser had been struck by lightning, and that this had still not been fixed due to a spare part being sourced. JI subsequently investigated and reported separately to R Smithson that Head of Asset Management had confirmed that the part damaged during the lightning strike was now obsolete and that the airport is working closely with Air BP to try and resolve the issue, which will be concluded when the contractual element is finalised.

GJ confirmed that the self-pump refuelling is expected to be fixed during the 1st Quarter of 2016, at the latest. JH to provide update at the May Committee meeting. **JH**
18/05/16

12.3 Surface impact access routes

Following on from the discussion in relation to C2C (see minute 11 (b)), JH reported that LSA was engaged with the DfT and all bidders in relation to the next Greater Anglia rail franchise operation, which will be awarded from May 2016 when the current franchise with Abellio runs out. LSA is encouraging bidders to take the opportunity for the successful company to extend their service, ie early/late trains and improve rolling stock.

Z Smith commented that Essex County Council is currently in the middle of a study to provide evidence to lobby improvements on certain surface routes in the County. **Ongoing – remove from minutes.**

13. TOUR OF AIRPORT

The tour of the Airport took place on Tuesday 22nd September and was thoroughly appreciated and enjoyed by all who attended. **Actioned – remove from minutes.**

14. ALLOCATION OF FINES IMPOSED FOR INFRINGEMENTS OF NOISE PREFERENTIAL ROUTES

JM confirmed that £2,000 had been accumulated, therefore it was agreed the Sub-Committee (Les Sawyer, Mike Steptoe, Peter Elliott and Jack Lawmon) would meet separately to identify charities which would be the recipients of the donations.

L Sawyer advised that four separate charities had been selected, one being ‘Unlock a Life for Lockey’ which now has charitable status, and a further meeting is scheduled for 29th January 2016 to finalise the detail, with the objective of the proposals being ratified at the next LSACC meeting.

L Sawyer to put forward recommendations for approval at next Committee meeting.

LS
17/02/16

15. POINTS FORWARD DIARY

14.1 MATTERS ARISING FROM THE MINUTES OF MEETING, 19 NOVEMBER 2014

Compliance with Section 106 Agreement

JM reported that that processes in place in relation to managing flights which departed outside the Noise Preferential Routes (NPRs) was working well, ie infringement notices issued for 1st and 2nd offences, with a £500 fine for a 3rd offence.

Following discussion the Committee agreed that the current system was working adequately and that the process outlined above should be reviewed again in a year's time. **Transfer to**

PFD
17/02/16

Points Forward Diary February 2016.

16. ANY OTHER BUSINESS

16.1 Surface Impact Access Routes

Cllr Howard reiterated Cllr Reeves' previous comments that Essex County Council wishes to help the Airport as much as possible and on Thursday 12th November the inaugural meeting of the three highway boards took place, with representation from DP World, Tilbury Port and other local organisations who accepted the invitation – the objective being to improve the infrastructure, with each initiative put forward to the DfT having to be justified and a bid made.

Cllr Howard confirmed that LSA was invited to the meeting but unfortunately did not attend. GJ to ensure LSA attends future meetings.

GJ TO
NOTE

Cllr Howard reported that there are 14 districts in Essex, with Southend being the highest populated, and although improvements are to be made at some point in the future at the Fairglens Interchange (where the A127, A130 and the former A130 meet), the ideal solution would be to increase the A127 to three lanes.

16.2 Police Helicopter

Cllr Leach commented that the Police helicopter had, over the past week, been seen regularly over Rochford and asked whether there was a specific reason for this. JM advised that there had been no noise complaints reported but would look into this and report back separately to Cllr Leach and Cllr Lawmon with an update, specifically looking at records dated 18th November at approximately 13:30.

Post meeting note: JM confirmed that this particular police helicopter was operated by the Metropolitan Police who have been carrying out training at Southend. **Remove from minutes.**

16.3 Security

Joan W enquired whether, following the atrocities in Paris on Friday 13th November, security had been increased at the Airport. GJ confirmed that security levels were determined by The Home Office and remained unchanged. GJ emphasised that security at UK's airports was probably the best in the world but will obviously continue to monitor the situation closely.

Meg Davidson asked whether drones were an issue for the Airport. GJ commented that they are an issue for all airports but that Government/CAA regulation was in process.

16.4 Papers for future meetings

The Chairman requested that documents for future committee meetings should be labelled 'Document 1', 'Document 2' etc so as to avoid any confusion when reviewing the paperwork during the discussions.

**JM TO
NOTE**

17. DATES OF NEXT MEETINGS IN 2016

The next Committee dates, all at 2pm, are as follows

- Wednesday, 17 February
- Wednesday, 18 May
- Wednesday, 17 August
- Wednesday, 16 November

The meeting ended at 3.15pm.

Signed _____ Date: _____