

## LONDON SOUTHEND AIRPORT

### Minutes of meeting No. 92 of the Consultative Committee held on Wednesday, 30 November 2016 at 2pm at Southend Airport

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<b>Present:</b> Stuart Greengrass	Chairman
Mike Robinson (MR)	Director of Aviation Business Development, LSA
Jo Marchetti (JM)	Community Affairs Co-ordinator, LSA
Sam Petrie	Airport Development Coordinator, LSA
Councillor A Partridge	Castle Point Borough Council
Mark Evershed	Castle Point Borough Council
Councillor Ray Howard	Essex County Council
Councillor Jill Reeves	Essex County Council
Councillor Valerie Morgan	Leigh Town Council
Russell Everard	Maldon District Council
Councillor Mike Lucas-Gill	Rochford District Council
Councillor Mike Steptoe	Rochford District Council
Martin Howlett	Rochford District Council
Paula Chapman	Rochford District Council
Councillor Meg Davidson	Southend-on-Sea Borough Council
Councillor Vic Leach	Rochford Hundred Association of Parish Councils
Ron Smithson	Flying Clubs
Derry Thorpe	Southend Trades Council
Les Sawyer	West Leigh Residents Association
Michael Holmes	UK Border Force
Emma McDonnell (EM)	Minutes

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#### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Jon Horne, Glyn Jones, David Osborn, Cllr Lamb, Zhanine Smith, Peter Geraghty, Kerry Martin, Heidi Turnbull, Natalie Hayward and Carole Weston.

#### 2. MEMBERSHIP AND CHAIRMAN'S OPENING REMARKS

The Chairman welcomed Mike Robinson to the meeting who was attending in Jon Horne's absence, together with Michael Holmes (Border Force Senior Officer, BFSO) and Mark Evershed (Regeneration Delivery Manager, Castle Point Borough Council).

The Chairman asked all members to introduce themselves, and for M Robinson, M Holmes and M Evershed to provide a little background on their careers.

The Chairman asked M Holmes to step out of the meeting whilst members discussed his application for BF to be represented on the Committee. The Chairman explained that he had spoken with senior management from LSA and UKACC and they were unanimous in that the Committee would benefit from having representation from a BFSO.

The Committee was unanimous in agreeing to accept UKBF and M Holmes for membership of LSACC. At this point, the Chairman asked M Holmes to return to the discussions and confirmed his membership.

- 2.1 E McDonnell to contact Colin Gamble at SBC and Colin Ismay at ECC to obtain confirmation of the names of the Committee's representatives and their substitutes.  
**Actioned -remove from minutes.**

2.2 The Chairman confirmed that M Evershed had accepted the Committee's invitation to be a representative officer from Castle Point Borough Council. **Actioned – remove from minutes.**

### 3. ADOPTION OF MINUTES FROM LAST MEETING 31<sup>st</sup> AUGUST 2016

The Minutes of 31<sup>st</sup> August 2016 were agreed and adopted with no amendments required.

### 4. AIRPORT DIRECTOR'S REPORT

The Committee reviewed the report prepared by JH, covering the period August to October 2016:

#### (a) Performance

The report contained the following performance figures:

Total aviation movements	August	September	October	Total
2016/17	2,545	2,618	2,632	7,795
2015/16	2,504	2,491	1,953	6,948
Commercial movements 2016/2017	1,129	1,135	1,094	3,358
Commercial movements 2015/2016	1,171	1,309	1,001	3,481
Passengers 2016/17	90,481	81,775	82,418	254,674
Passengers 2015/16	94,244	86,197	81,649	262,090

#### (b) Overview

MR reported that passenger numbers for the overall three-month period to the end of October, were relatively flat on the prior year with a total of 254,674. As previously reported, the small deficit (2.8%) in passengers related to routes operated in 2015 and not in the current year - these being Skyworks Berne service and Maribor with Adria. The core operations with Stobart Air and easyJet have maintained their performance and passenger numbers.

The news of CityJet's intention to base four aircraft at the airport from spring 2017 is a positive step for the airport. As indicated in the email circulated to members of the Committee on 31<sup>st</sup> October, this news came out as part of the Stobart interim results. Work continues to finalise the destinations that will be operated by these aircraft and other details surrounding CityJet's intentions. However, as reported, this development could deliver quite a number of new destinations and in the order of half a million passengers per annum. As soon as the details are announced, LSA will directly inform the Committee.

The task of building on this good news and seeking to attract other airlines continues apace with a range of detailed discussions continuing with a number of European airlines. MR commented that an Eastern European airline had halted their discussions with LSA following the decision for the UK to leave the EU, however discussions had been re-established and management are continuing to develop the relationship.

The airport's retail offer will change significantly at the end of November when World Duty Free (WDF) take over the duty free shop concession and open a new and larger shop in the terminal departure lounge. WDF is a world leading airport retailer and their presence at LSA marks a new dimension in the airport's retail offer to its passengers.

Another new retail development implemented in November has been in the form of a state-of -the-art vending machine for 'technology goods', which has been installed in the departure lounge by Dixons. This provides the opportunity for passengers to purchase a range of items such as headphones, blue tooth audio speakers and smart phone accessories. This is only the ninth unit of its type to be deployed by Dixons.

Other developments for the terminal in respect of the offer to passengers are currently under consideration and it is expected that some of these developments will be announced over the winter period. This is all part of LSA's clear focus on improving the products on offer to passengers and continually developing the experience they enjoy by choosing LSA over other airports.

Cllr Steptoe asked if the private executive jet market was developing, to which MR confirmed this was an area LSA would like to grow in the future.

The Chairman commented that LSA had distributed various Press Releases over recent weeks, in particular LSA had been named the 'Best Airport in the UK' (with under 3 million passengers, per year) at the Airport Operators Association (AOA) Annual Awards. This is the second year in a row LSA has scooped the top award, and this follows LSA being named 'Best Airport in Britain' by *Which?* magazine for three years running.

MR explained that when reviewing the outcome of passenger surveys in relation to their 'journey experience' (ie satisfied/dissatisfied), Immigration often receives the highest score.

The Chairman and all the Committee congratulated the airport on these prestigious accolades.

4.1 E McDonnell to forward by e-mail the recent Press Releases to M Holmes.  
**Actioned -remove from minutes.**

On Monday 21st November, major works commenced on the Kent Elms junction of the A127, which are programmed to last until May 2017. Although the majority of the works will take place outside of the morning and afternoon peak commuting times, there are likely to be delays. As such, LSA has taken steps to advise airlines and the airport has also placed a warning about the works on their website. LSA will keep a close watch on the impact this will have on people travelling to the airport.

Following the awarding of the Greater Anglia Rail Franchise to Abellio, LSA has opened a dialogue with the company with a view to developing a more productive relationship. The pursuit of earlier and later trains remains a key part of the LSA's ambitions for the rail services and although this has been acknowledged by the rail company, it is unlikely to be before 2019, which is when they anticipate the roll out of new rolling stock on the network.

On 17th November JH attended the meeting of the South Essex Transport Board and will attend future meetings to represent the interests of the airport.

## 5. PLANNING ISSUES

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

(a) Standard Instrument Departures (SIDs) Airspace Change Proposal (ACP)

Sam Petrie, Airport Development Coordinator, LSA, confirmed that the consultation process closed at the end of May and a copy of the report is available on the Airport's website. Sam went on to explain that the Airspace Change Proposal has been submitted to the CAA for their review and if successful, SIDs would be introduced during spring/summer 2017.

(b) Standard Terminal Arrival Route (STAR) Area Navigation (RNAV) Approaches not STARs

S Petrie advised that LSA had started the process to introduce RNAV approaches. The RNAV approaches would be implemented alongside the ILS, not as a replacement procedure. S Petrie summarised the operations of an Instrument Landing System (ILS), i.e. a beam of information that the aircraft intercepts, and Area Navigation (RNAV), i.e. GPS system, aircraft following waypoints in the sky. S Petrie explained that the draft designs had been presented to CAA at a framework Briefing Meeting for guidance and the consultation process is expected to launch between February and June 2017 for 12 weeks. RNAV Approaches will mainly be used as a back-up to ILS by based airlines.

The Chairman thanked S Petrie for the detailed explanation on the current status and Sam confirmed that when there were further developments she would provide an update to the Committee using a PowerPoint presentation.

M Lucas-Gill asked if an 'automatic landing system' was operational at the airport. S Petrie confirmed that this was not currently used with existing airlines operating at LSA due to the type of aircraft and the runway being narrow.

(c) New Fire Station

This is ongoing and JH will provide an update at the next meeting.

5.1 JH to provide update at next meeting.

**JH**  
**15/02/17**

(d) Approach lights – runway 24

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

## 6. INWARD INVESTMENT, EMPLOYMENT AND TRAINING

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

(a) Inward investment

Jota completed a lease and took occupation of Hangar Bay 1 of the former ATC Lasham Hangars at the beginning of September. During November, Avionicare completed a lease on Hangar Bay 4 and will shortly take occupation. Work continues to market Hangar Bays 2 and 3. Negotiations are ongoing in respect of Hangars 5 and 6.

(b) Employment and training

Although the winter season has only just begun, LSA has commenced with preparations for the recruitment required for next summer season. This kicked off with a ‘Recruitment Fair’ held at the airport on [ JM to fill in date ] between 4pm and 8pm. Over the two days approximately 1,000 people attended and subsequently over 400 written expressions of interest for jobs at the airport have been received. Some roles in Food and Beverage have already been filled, although it is anticipated most recruitment for roles beginning next summer will start early in the New Year.

**7. PRESS PACK**

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

**8. 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 2016 was 105 (this excludes complaints for which no aircraft could be found to be operating at the time of the complaint). This compares to 92 for the same Q3 period ending October 2015. 17 complaints related to aircraft operating to/from the airport during the agreed night-time period and 39 related to an Embraer 170/190 operated by BA which carried out 4 training events during the quarter period. To-date this year, BA has carried out training on just 7 days as detailed in the table below:

Day	Date	Aircraft	Time	Runway	Circuits	Complaints
Sat	6/4/16	E190	1129-1328	23	10	1
Sat	30/7/16	E170	1245-1722	23	20	17
Sat	13/8/16	E170	1150-1436	23	10	8
Sat	10/9/16	E170	1036-1335	23	12	12
Sun	11/9/16	E170	1013-1148	23	8	10
Sat	22/10/16	E190	1059-1520	05	19	9
Sat	12/11/16*	E190	1214-1703	23	17	1

In respect of training conducted this year by BA, a number of enquiries were received from residents, who simply noticed the flights as different from normal, but did not seek to register a complaint. The total that did register complaints was 58.

Although all the training flights were entirely compliant with the planning controls, LSA has sought to mitigate the effects of these operations. Where training of this nature is to take place, the airport now promulgates this on their website and via social media to provide advanced notice.

\*On Saturday 12th November 2016, British Airways carried out further training flights, which were again compliant. On this occasion, in collaboration with the airline and Air Traffic Control (ATC), LSA instigated an irregular pattern of circuits and wherever possible the height at which the circuits were flown was increased. From an ATC perspective, this was possible on this occasion due to the low levels of other air traffic at the time, weather and other factors. Just 1 complaint was received, however it should be noted that the complainant sourced information about the timing of the flight via the SAEN Facebook page to make their complaint.

JM informed the meeting that JH had in fact declined a training request for Sunday 13<sup>th</sup> November 2016 as this was Remembrance Sunday and it would have been inappropriate to have proceeded with training on this day.

The airport will continue to closely monitor the impact of these occasional training flights and seek to mitigate the effects wherever possible.

All of the complaints for the quarter period were investigated and the aircraft in question were found to have been operating within the airport's agreed controls.

The table showing the airport operational performance against the agreed planning controls (August, September and October 2016) was reviewed by the Committee; there were 3 NPR breaches for the quarter.

(b) Environment

Work to complete the additional surface water outfall associated with the runway extension (EB1) is well underway and completion is anticipated prior to Christmas.

8.1 JH to provide an update to the Committee at the next meeting.

**JH**  
**15/02/17**

## **9. COMPLIANCE WITH SECTION 106 AGREEMENT**

The Quarterly Section 106 Return for the three-month period August to October 2016 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 3 movements;
- provided more information about the aircrafts concerned in respect of which infringement notices had been issued.

## **10. ROADWORKS CLOSE TO AIRPORT**

JH's report confirmed that the works to the Harp House roundabout at the airport's entrance were completed.

R Smithson advised the meeting that due to the recently installed signal-controlled pedestrian crossing on Eastwoodbury Crescent, when travelling eastbound, there are often queues of traffic during peak times, with the result that vehicles obstruct entry/exit to the Cargo Entrance/emergency access point to the airport.

10.1 JM to raise this concern at the next highway authorities' Transport Meeting week commencing 5<sup>th</sup> December 2016 and provided update to the Committee.

**JM**  
**21/01/16**

## 11. SURFACE IMPACT ACCESS ROUTES & EARLY/LATE COACH SERVICE

Cllr Howard commented that he had recently attended the launch of an upgraded First bus service (12 brand new, state-of-the-art buses) at Stansted Airport and was immensely impressed with the vehicles, and also the routes undertaken on a 24-hour basis.

JM commented that JH had reported at the last meeting that the early and late coach service provided by National Express to and from Victoria Coach Station in Central London, calling at Liverpool Street and Stratford stations was to cease on 21 September 2016 and that this is due to low numbers of passengers, particularly the early morning service, and cost implications.

JM advised that the X30 First bus did in fact route via LSA and that with the support from Essex County Council, a new passenger shelter is being built outside the terminal for the X30 bus.

JM reassured the meeting that LSA is constantly talking to local authorities to improve links and hopefully this will be seen when the local Business Park is developed.

## 12. POINTS FORWARD DIARY (FROM MINUTES 19 AUGUST 2015)

### 12.1 Compliance with Section 106 Agreement

As previously minuted, the annual review of the processes in place in relation to managing flights which depart outside the Noise Preferential Routes (NPRs) was undertaken. The meeting was unanimous in that they considered this process 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 Points Forward Diary February 2017.**

**PFJ  
Feb/17**

## 13. ANY OTHER BUSINESS

### 13.1 Short-term car park

L Sawyer reported that he had witnessed taxis 'tailgating' when exiting the car park. MR to investigate and take whatever action is necessary, and JH to update the members at the next meeting.

**MR/JH  
15/02/17**

### 13.2 Security staff

L Sawyer also reported that when arriving at LSA late one evening, there were no security staff visible. MR to investigate this concern and for JH to provide an update at the next meeting.

**MR/JH  
15/02/17**

13.3 Tour of Airport

M Lucas-Gill requested for new members to have a tour of the Airport (not attached to an ACC meeting). The Chairman agreed that it would be an opportune time for a tour to take place, and all members would be welcomed to see first-hand the developments and also visit ATC.

MR and JM to liaise separately and consult with ATC, and put forward some suggested dates in 2017.

**MR/JM**  
**20/01/17**

**14. DATES OF MEETINGS IN 2017**

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

- **Wednesday 15th February**
- **Wednesday 17th May**
- **Wednesday 16th August**
- **Wednesday 15th November**

**The meeting ended at 3.50pm.**

**MERRY CHRISTMAS EVERYONE AND A HAPPY NEW YEAR!**

Signed \_\_\_\_\_ Date: \_\_\_\_\_