

LONDON SOUTHEND AIRPORT

**Minutes of meeting No. 94 of the Consultative Committee held on Wednesday, 17 May 2017
at 2pm at Southend Airport**

Present: Stuart Greengrass	Chairman
Jon Horne (JH)	COO, LSA
Jo Marchetti (JM)	Community Affairs Co-ordinator, LSA
Sam Petrie	Project Manager, LSA
Councillor Jill Reeves	Essex County Council
Councillor M.J. Steptoe	Essex County Council
Councillor Valerie Morgan	Leigh Town Council
Martin Howlett (Officer)	Rochford District Council
Councillor Mike Lucas-Gill	Rochford District Council
Councillor Ian Ward	Rochford District Council
Councillor Arthur Williams	Rochford District Council
Councillor John Stanton	Rochford Hundred Assoc. of Local Councils
Councillor Kevin Robinson	Southend on Sea Borough Council
Councillor Meg Davidson	Southend-on-Sea Borough Council
D. Thorpe	Southend Trades Council
L. Sawyer	West Leigh Residents Association
Emma McDonnell (EM)	Minutes

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from David Osborn, Councillor Howard, Paula Chapman, Natalie Howard, Heidi Turnbull, Carole Leach and Ron Smithson.

2. MEMBERSHIP AND CHAIRMAN’S OPENING REMARKS

The Chairman confirmed that numerous changes had recently taken place and welcomed those members attending for the first time, and asked attendees to introduce themselves.

The Chairman reported that AQMS was moving away from the airport, therefore Carole Leach would no longer be a representative on the Committee and a letter of appreciation had been sent.

Councillor Ray Howard was stepping down as an Essex County Councillor but was hoping to be nominated as a LSACC representative at the Castle Point Borough Council Annual Meeting on 17th May. Mike Steptoe had replaced Colin Seagers at Essex County Council and Councillor John Stanton was Vic Leach’s replacement at Rochford Hundred Association of Local Councils.

The Chairman reiterated his, and the Committee’s, condolences in relation to the sad news of Vic Leach passing in March.

As a result of these membership changes, the following actions were agreed:

- 2.1 JH to canvass active Airport business tenants to replace AQMS and provide update at next meeting. **JH
16/08/17**

- 2.2 The Chairman commented that if Councillor Ray Howard was successful in becoming a LSACC representative in his capacity at Castle Point Borough Council, he would make a very positive contribution to the Committee – the meeting was unanimous and approved the motion. **Post meeting note:** Councillor Howard was appointed at the Castle Point Borough Council AGM. **ALL TO
NOTE**

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|-----|--|------------------------------|
| 2.3 | The Chairman advised that there was a vacant membership position representing Thames Gateway – the meeting agreed for JH to make enquiries in this respect and provide update at next meeting. | JH
16/08/17 |
| 2.4 | JH confirmed that Jason Thorne from UK Border Force is M Holmes' replacement on the Committee. JH reported that Mr Thorne had offered to provide a short presentation at the next meeting and he will formally invite him in this respect. | JH
01/06/17 |
| 2.5 | JH to take responsibility to identify a suitable replacement in relation to the vacant position held by South Essex Chamber of Commerce and provide update at next meeting. | JH
16/08/17 |

3. ADOPTION OF MINUTES FROM LAST MEETING 15 FEBRUARY 2017

The Minutes of 15th February 2017 were agreed and adopted with no amendments required.

4. AIRSPACE CHANGE PROPOSAL (ACP)

(a) Standard Instrument Departures (SIDs)

Following the implementation of Controlled Airspace on 2 April 2015, LSA started an ACP process to implement SID's. SID's are designated Instrument Flight Procedure (IFP) departure routes linking an aerodrome, or a specified runway at an aerodrome, with a specified significant point. This is normally on a designated Air Traffic Service (ATS) route at which the en-route phase of flight commences.

The consultation closed on 27th May 2016 and the responses have been collated and analysed, with a Consultation Report being produced which is available on LSA's website. The Airspace Change Proposal has been submitted to the CAA for their review and if successful, SIDs would be introduced towards the end of 2017.

(b) Area Navigation (RNAV) Approach Procedures

Sam Petrie, Airport Development Coordinator, LSA, gave a detailed PowerPoint presentation, explaining the background to ACP and the proposed Approach Procedures.

Sam reported that following on from the implementation of Controlled Airspace in April 2015 and the project to implement SIDs which is still underway, LSA has started the process to introduce RNAV Approach Procedures.

The RNAV Approach project commenced in 2016 and since then LSA has been developing procedure designs and is working on a consultation which will be launched at the end of May / early June 2017.

The consultation is planned to run for approximately 14 weeks. LSA has identified stakeholders that may have an interest in the proposal and they will be invited to respond to the consultation. The stakeholders identified range from airspace users to parish/district/borough councils and include the ACC. The consultation document will be available for download from LSA's website.

The RNAV approaches would be implemented alongside the Instrument Landing System (ILS), not as a replacement procedure. Sam summarised the operations of an 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.

Sam emphasised that the Noise Abatement Procedures currently in place at LSA for departing aircraft do not change as a consequence of this proposal and will continue to be applied and reported on in the same way.

Sam also confirmed that the RNAV approaches have been structured over least populated areas as much as possible, whilst following the required design criteria.

The Chairman thanked Sam for the detailed explanation on the current status and the following actions were agreed:

- 4.1 S Petrie to send a link, via J Marchetti, to all members providing them access to the RNAV Consultation document. **Actioned – remove from minutes.**
- 4.2 S Petrie to attend the August meeting and answer any questions from members following publication of the Consultation document **SP 16/08/17**

5. AIRPORT DIRECTOR’S REPORT

The Committee reviewed the report prepared by JH, covering the period February to April 2017:

(a) Performance

The report contained the following performance figures:

Total aviation movements	February	March	April	Total
2017/18	1,791	2,148	2,576	6,515
2016/17	1,564	1,851	2,174	5,589
Commercial movements 2017/2018	833	777	925	2,535
Commercial movements 2016/2017	820	912	946	2,678
Passengers 2017/18	60,666	66,725	87,642	215,033
Passengers 2016/17	62,403	69,557	75,941	207,901

(b) Overview

JH reported that passenger numbers in February and March followed the trend of previous months showing a small fall in comparison to the same period in the prior year. However, in April, the Airport has seen this trend reverse, with passenger numbers increasing over the prior year by 11,701 (15.4%) giving an increase of some 3.4% for the three months overall. The growth has been driven, in the main, by easyJet, where the largest contributor has been the Palma de Majorca route, where capacity has been increased and the fact that this is now operated by a Palma based aircraft, means the LSA based aircraft has added its capacity on other existing routes. This element of growth is expected to continue. The Stobart Air routes to Caen, Groningen and Rennes have also shown growth in April, contributing to the overall increase in passengers.

(c) New Airline Business

Preparations have continued for the eleven new routes to be operated by Stobart Air as part of the Flybe franchise. The first of these routes commenced on 1st May with the arrival of the first Embraer 195 aircraft, which was joined on 7th May, initially by a RJ85 of Jota, until this is replaced by a second Embraer 195.

Flights to Cologne, Lyon and Milan commenced from 1st May. A new route to Budapest from 4th May, followed by flights to Venice on 7th May, Prague on 8th May and then Vienna and Reus on 10th May. Dubrovnik commenced on 16th May, followed by Perpignan on 25th May and Zadar on 27th May. Unfortunately, the planned service to Figari has had to be cancelled, due to issues with customs in France. Although slots were approved by the airport in Figari, for this service and other UK flights, these were outside of the times when French Customs would accept flights into the airport. Regrettably, the service had to be cancelled, thus disappointing those passengers who had already booked onto the flights. All monies have been refunded to those passengers in question.

(d) Operations

JH gave an overview presentation on the works carried out on the airfield pavements, which commenced at the beginning of March and are due for completion by end June 2017. JH explained that the tarmac life had expired and needed to be replaced. JH also commented that new apron lighting was being installed by the old Terminal building, and a remote de-icing pad was being introduced, together with associated drainage.

JH reported that the security central search project was well under way and scheduled for overall completion in May.

Most of the 40-additional staff being recruited for the new flights have been trained and are in place. Some further recruitment is ongoing to complete this process.

New equipment has arrived and has been prepared, and training completed in preparation for the new flights.

(e) Terminal Commercial Developments

Hipanema, the new ladies beach wear and fashion outlet opened in the Terminal on 1st April. This 'pop-up' store is utilising part of the space previously occupied by LSA's own Duty-Free shop.

Southend based Restaurant Group Bourgee announced the development of a Champagne Bar for the departure lounge at LSA. The bar, which will serve champagne and Tapas, is due to open later in May and will make an attractive addition to the ongoing development of facilities at the airport.

JH reassured the Committee that all Bourgee employees will be met with to ensure they follow the existing protocol in relation to intoxicated passengers, ie stressing to travellers not to drink in excess otherwise they will not be permitted to fly.

(f) Stobart Group

JH reported that Andrew Tinkler, CEO of Stobart Group, was stepping down and Warwick Brady, currently Deputy Chief Executive Officer, will take over the CEO role at the AGM in June. Mr Tinkler will remain a Board member and will continue to develop Stobart Capital.

6. PLANNING ISSUES

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

(a) Future Projects

JH advised that the planning application submitted to Rochford District Council received consent in April and plans to extend Long Stay Car Park two have been further developed. The planning consent, which will increase the car park by 650 spaces, is now expected to be constructed as one development and not two as previously indicated.

As such, arrangements have been made to relocate the Vulcan from its present location beyond the end of the car park, to its new home in Hangars 5 and 6. Agreement was reached with the Vulcan Preservation Trust for them to occupy these hangars, providing the Vulcan with undercover storage, which will help preserve its condition more effectively. The new location, once established, will still enable the Trust to operate its open days, which are an important part of their fund-raising activities. The relocation to Hangars 5 and 6 is expected to take place in May.

7. INWARD INVESTMENT, EMPLOYMENT AND TRAINING

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

(a) Inward investment

Work continues to market Hangar Bays 2 and 3.

(b) Employment and training

As mentioned in the report, employment has increased with the new services starting in May. Once all the new services and people are in place, including third party companies, final details will be available and JH will provide these to the Committee for their information.

7.1 JH to provide update at next meeting.

JH
16/08/17

8. PRESS PACK

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

9. COMMUNITY RELATIONS

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

(a) Noise

The total number of noise complaints for the Q1 period February, March and April 2017 were 43 (this excludes complaints for which no aircraft could be found to be operating at the time of the complaint). This compares to 64 for the same Q1 period ending April 2016. 18 complaints related to aircraft operating to/from the airport during the agreed night-time period.

7 complaints related to BA training. Over the three month Q1 period, BA carried out training on 6 separate days, only 2 of which were at the weekend (Saturdays). Wherever possible, ATC instigated an irregular pattern of circuits and the height at which the circuits were flown.

BA training February, March & April 2017

Date	Aircraft reg	Aircraft type	Runway	Start time (zulu)	Finish time (zulu)	Circuits	Complaints
11/03/2017	GLCYI	E170	23	1252	1331	3	
11/03/2017	GLCYI	E170	5	1419	1458	5	3
14/03/2017	GLCYE	E170	23	1324	1346	3	
15/03/2017	GLCYM	E190	23	1223	1302	5	1
20/04/2017	GLCYX	E190	23	1119	1223	9	
20/04/2017	GLCYX	E190	23	1223	1242	2	
21/04/2017	GLCYL	E190	23	1049	1201	10	
21/04/2017	GLCYL	E190	23	1211	1429	13	1
27/04/2017	GLCYE	E170	23	1123	1311	10	2

Two complaints related to a BA training circuit on the 27/4/17 which breached noise abatement. The pilot concerned initiated an early right turn on his initial circuit and was quickly reminded of the control by ATC; no further breaches occurred.

All other complaints for the quarter period were investigated and the aircraft in question were found to have been operating within our agreed controls.

The table showing the airport operational performance against the agreed planning controls (February, March and April 2017) was reviewed by the Committee; there were 2 NPR breaches for the quarter.

JM also confirmed to the Committee that the agreed night-time period is from 23:00-06:30 and that there are a number of additional controls during the night time period which include;

- Private helicopters may not operate (Police/Military/Coastguard/Air Ambulance are permitted)
- No aircraft with a Quota Count of more than QC1 may land or take-off
- Passenger flights may not be scheduled at night. Up to 90 arrivals per quota month may be scheduled to land between 23:00 – 23:30 however they will be counted towards the total monthly quota of 120 night flights. (This ‘shoulder period’ is generally used during the busier summer schedule and currently equates to approx. 12 arrivals a month)
- Safety and weather permitting – all flights should operate the Preferred Runway Scheme i.e. land and take-off over the north east (Rochford)
- Delayed or diverted passenger flights may operate in/out of Southend at night

Detailed discussions took place and the following actions were agreed:

- 9.1 JM to e-mail all Committee Members advanced notification of any scheduled BA training. **JM TO NOTE**
- 9.2 JM to report back to Cllr John Stanton the outcome of the investigation in relation to the noisy aircraft manoeuvre that took place on 17th May at 13:00. **JM 03/06/17**

The Chairman thanked JM for such a detailed and thorough report.

10. COMPLIANCE WITH SECTION 106 AGREEMENT

The Quarterly Section 106 Return for the three-month period February to April 2017 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.

11. DRAFT ANNUAL REPORT

JM provided all members with a copy of the Draft Annual Report to take away with them for review, and a brief overview was undertaken during the meeting. JM highlighted that the Report was similar to the previous year, however, the 2017-2018 Report will look very different due to the Airport's recent growth.

On behalf of the Committee, the Chairman expressed sincere thanks to JM for the amount of work invested in producing the draft report, which is an extremely detailed and professional document.

- 11.1 Comments on the draft Report are to be returned to JM by Wednesday 31st May 2017. **ALL 31/05/17**

12. SURFACE IMPACT ACCESS ROUTES

(a) Railway

Cllr Lucas-Gill asked for an update in relation to Abellio, which was awarded the Greater Anglia Rail Franchise. JH confirmed that LSA is continuing to develop a more productive relationship with them, with the objective of introducing earlier and later trains to the Airport. JH went on to explain that ticketing barriers will be installed at the station due to revenue being lost with fare evasion.

(b) Major access roads

JH confirmed that the DfT had agreed to sign LSA on the M25 at junction 38 at a cost of £80,000, which covers 20 years' maintenance fees. Discussions continue with Essex County Council in relation to signing on A127 and A13.

13. POINTS FORWARD DIARY: ANNUAL REVIEW OF THE PROCESS IN PLACE TO MANAGE FLIGHTS DEPARTING OUTSIDE THE NPRs

13.1 Compliance with Section 106 Agreement

The annual review of the processes in place in relation to managing flights which depart outside the Noise Preferential Routes (NPRs) was undertaken. The Chairman asked JM about the proportion of NPR non-compliance and this highlighted that out of approximately 30,000 aircraft movements, there had been 14 non-compliances, all of which were crews who had not flown out of LSA previously. In the previous 12 month reporting period it had not been necessary to fine any operator for repeat transgressions and no complaints had been received for any of the offending aircraft.

Following detailed discussion on the report and NPR action protocol, the members were unanimous in concluding 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 is the right structure in going forward with the new routes, and that the process outlined above should be reviewed again, including the fine levels in 12 months. **Transfer to Points Forward Diary February 2018.**

**PFD
Feb/18**

14. MATTERS ARISING FROM PREVIOUS MINUTES

JM reported that LSA hosted a charity event in February 2017 and donated £10,000 of match-funding to 11 much-deserving local charities – further details are included in the Annual Report. **Remove from minutes.**

15. ANY OTHER BUSINESS

15.1 Drones

Cllr Reeves asked whether drones were an issue for the Airport. JH commented that they are an issue for all airports but on 1st December 2016 the European Council agreed on a general approach on revised common safety rules for civil aviation and a new mandate for the European Aviation Safety Agency (EASA). The draft regulation contains the first ever EU-wide rules for civil drones to fly safely in European airspace.

The Chairman reported that the UK Airport Consultative Committees Liaison Group (UKACC) had submitted their comments on the DfT's consultation paper on new measures to ensure the successful uptake of drones is matched by strong safeguards to protect the public, which is expected to become a statute in 2018.

15.2 Refreshments – Arrivals

Cllr Lucas-Gill commented that the availability of refreshments at Arrivals was poor. JH explained that this was principally due to staffing issues and the Airport is looking to introduce vending options for the short-term when the café is closed. The long-term objective is to coincide the café opening times with that of the Terminal's.

JH commented that the invitation to Roger Hirst, Police and Crime Commissioner for Essex, to visit and tour the Airport would be more appropriate once all the current improvement works are completed. **Points Forward Diary November meeting.**

**JH
15/11/17**

15.3 Tour of Airport

Cllr Ward requested for new members to have a tour of the Airport. The Chairman advised that Mike Robinson, Director of Aviation Business Development, LSA had carried out tours previously which were extremely informative and enjoyable. The Chairman and JH agreed that all members would be welcomed to see first-hand the developments and also visit ATC, and that the opportune time for such tours to take place would be in the summer, once all the works are completed.

JM and JH to liaise separately (with M Robinson) and put forward to E McDonnell some suggested dates in summer 2017, to allow these to be passed on to ACC members.

**JH/JM
20/06/17**

16. DATES OF MEETINGS IN 2017

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

- **Wednesday 16th August – venue Casino room, Terminal building (to be confirmed)**
- **Wednesday 15th November**

The meeting ended at 4.15pm.

Signed _____ Date: _____