

LONDON SOUTHEND AIRPORT

Minutes of meeting No. 98 of the Consultative Committee held on Wednesday, 9 May 2018 at 2pm at Southend Airport

Present: Stuart Greengrass	Chairman
Jon Horne (JH)	COO, LSA
Jo Marchetti (JM)	Community Affairs Co-ordinator, LSA
David Osborn	Deputy Chairman,
Councillor Ray Howard, MBE	Castle Point Borough Council
Councillor Valerie Morgan	Leigh Town Council
Councillor Mike Lucas-Gill	Rochford District Council
Dan Kudla (Officer)	Rochford District Council
Councillor Meg Davidson	Southend-on-Sea Borough Council
Ron Smithson	Southend Flying Clubs
Mike Sessions	Jota Aviation
Emma McDonnell (EM)	Minutes

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Reeves, Councillor Steptoe, Councillor Riley, Councillor Elliott, Councillor Williams, Councillor Partridge, Mark Evershed, Martin Howlett, Paula Chapman, Andrew Lewis, Heidi Turnbull, David Burrows, Denise Rossiter, David Burch, Les Sawyer and Derry Thorpe.

2. MEMBERSHIP AND CHAIRMAN'S OPENING REMARKS

The Chairman welcomed JH who, although he should have semi-retired in April, had been asked by the Airport to continue in his position for a further three months, ie to the end of July, until a replacement COO had been found. JH was delighted to be able to attend another LSACC.

The Chairman asked those members and representatives attending for the first time to introduce themselves – Dan Kudla, Regeneration Officer, was attending on behalf of Planning Policy for Rochford District Council.

- 2.1 EM requested that as a result of the recent local elections, could all Councils notify her in writing of any membership changes as soon as possible. **ALL 25/05/18**

3. ADOPTION OF MINUTES FROM LAST MEETING 14 FEBRUARY 2018

- 3.1 The minutes of 14th February 2018 were agreed and adopted with no amendments required.
- 3.2 EM confirmed that item 12 of the 15th November 2017 minutes had been revised and the minutes republished. **Actioned – remove from minutes.**

4. MATTERS ARISING FROM PREVIOUS MINUTES

4.1 Tour of airport

EM confirmed that it had been agreed that a tour of the Airport for new and existing members (including John Stanton who was no longer a member) would be more appropriate once JH's successor was in position and all the current improvement works had been completed. **Points Forward Diary November 2018.**

**PFD
07/11/18**

4.2 Vandalism

JH confirmed that due to recent vandalism in the airport vicinity, security had been increased. R Smithson also commented that an aspect of this vandalism had been nails found in the road close to Southend Flying Club. JH to arrange for the area to be urgently swept. **Actioned – remove from minutes.**

5. GENERAL DATA PROTECTION REGULATION (GDPR)

The Chairman explained that with effect from 25 May 2018, the General Data Protection Regulation (GDPR) will be enforced across Europe, including the UK. In this respect, it will affect any business holding personal data on customers, prospects or employees based within the EU, and such businesses need to be preparing for the change now.

With this background, it was agreed that EM will send an e-mail to all members and representatives (and those that receive regular copies of LSACC meeting papers/minutes), to ensure individuals are aware of what information is held and why, who is responsible for it, that data is managed in a structured way, confirmation of security protection. **Most importantly, the e-mail will request that the recipient MUST give their consent for the LSACC to hold such information. The Chairman explicitly expressed that if no response is forthcoming, then their contact details will be removed.**

- 5.1 EM to send e-mail as detailed above and keep a register of consents/no responses received and ensure new members/representatives are sent the ‘consent’ e-mail when joining the LSACC. **Actioned – remove from minutes.**

6. 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 explained that the Airport was fully compliant with all the conditions contained in the Section 106 Agreement, and to summarise the specific points covered during the discussions, they are as follows:

- Development – over £160 million has been invested in LSA by the owners Stobart Group since it was acquired in 2008, and passenger growth in 2017/18 increased by 29% to 1.13 million passengers for the period
- Airport surface access strategy – the 2016 survey shows that the percentage of passengers arriving at the Airport using public transport has increased to 30%, meaning that LSA continues to meet the target set within the Airport Surface Access Strategy of 25%.
- Employment – in February 2018, the Airport itself employed 316 people, with 84% of them from the SS postcode area. 12% were from the wider Essex area and only 4% were from outside of Essex.
- Quiet ground operations – continuing positive trend.
- Noise – tight controls are in place and complaints have significantly reduced by 89% and continue to fall annually.
- Air quality – in the area surrounding the Airport, the air quality is generally good and consistently remains below the 40 µg/m³ value limit of NO₂.

- Carbon management – all waste collected from the Airport site is currently taken to a recycling facility in Basildon. Over 22% of the Airport’s electricity comes from renewable sources and as part of a project to reduce plastic waste, as of March 2018, straws will only be available upon request in the departure lounge, Lakers Bar & Café. Further incentives are being considered to reduce plastic cutlery and introduce reusable cups for staff.
- Air traffic movement controls – the Airport has operated within all of the agreed limitations on aircraft movements.
- Departures – since introducing the Noise Preferential Routes (NPR) in 2012, 99.8% of all passenger flights within the six-year period have departed LSA within their agreed NPR.
- Charity and Community – continues to support a wide range of local charities and good causes.

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

6.1 Comments on the draft Report are to be returned to JM by Wednesday 23rd May 2018.

**ALL
23/05/18**

7. CONSULTATION DOCUMENT FOR AREA NAVIGATION (RNAV) APPROACH PROCEDURES

The Chairman advised that whenever there is an update on RNAV and/or Standard Instrument Departure Procedures (SID’s), Sam Petrie, Project Manager at LSA, will either issue a summary to the Committee via EM, or will attend an ACC and give a short presentation.

8. AIRPORT DIRECTOR’S REPORT

The Committee reviewed the report prepared by JH, covering the period February to April 2018:

(a) Performance

The report contained the following performance figures:

Total aviation movements	February	March	April	Total
2017/18	2,365	2,535	2,822	7,722
2016/17	1,791	2,148	2,576	6,515
Commercial movements 2017/2018	1,183	1,396	1,619	4,198
Commercial movements 2016/2017	833	777	925	2,535
Passengers 2017/18	71,164	92,307	113,741	277,212
Passengers 2016/17	60,666	66,725	87,642	215,033

(b) Overview

JH reported that the three months February, March and April have delivered continued passenger growth and yet again this is in double digits. February was 17% ahead of the prior year, whilst March and April leaped ahead with 38% and 29% recorded respectively in these months. This meant the quarter was ahead of the previous year by 29%.

Commercial movements in the period also increased by 65% to 4198, again, largely due to the increase in activity by Flybe/Stobart Air.

(c) New Airline Business

JH reported that on 29th April, LSA was connected with Chateauroux, in the Loire Valley, in central France. The service operates twice weekly by French regional carrier IG Avion using a 30 seat SAAB 340 aircraft, offering a direct connection between London and one of France's famous wine producing regions.

Air Malta commenced a daily scheduled service to Malta on Friday 4th May. On two days each week (Sunday and Wednesday) the service will operate via Cagliari in Sardinia and on Thursday and Monday, the flight goes via Catania in Sicily.

May also sees the return of Thomson's weekly charter flights to Palma, Majorca, which are operated by Volotea with an Airbus A319.

Loganair, will begin twice daily services between LSA and Stobart's other airport of Carlisle on 4th June, connecting the capital with the Lake District by air for the first time. The service, which will be operated by a 30 seat SAAB 340, takes 1hr 25min each way.

Further schedule enhancements are expected from easyJet this summer.

Bernard Lavelle, Aviation Business Development Director, has attended the key airline and route development conferences during the past two months, as the Airport continues the process of selling the benefits of LSA and its location to the European Airline community.

LSA based airline operator, Jota Aviation has recently taken delivery of a BAe146QT freighter aircraft, as part of its growing operations.

- 8.1 M Sessions agreed to give a presentation at the next meeting on the history of Jota and its current activities etc. **MS**
22/08/18

(d) Operations

JH reported that at the last meeting, he had discussed the establishment of a new Centralised Aircraft De-icing Facility. The 'Beast from the East' brought unprecedented snow and icy conditions at the end of February/early March that tested the airport's resilience and its operational teams. Almost continuous snow clearing operations took place for five days, as LSA battled to try and keep the runway and taxiways open.

The impacts were felt right across the UK and beyond, with disruption to many flights and passengers. Although LSA did snow close for a number of periods, Dublin and Glasgow airports were particularly badly impacted, with Dublin closing for more than a day.

JH commented that he was extremely proud of all Airport staff and their performance, which was exemplary. Many people worked very long hours in freezing temperatures to try and keep the Airport open and without any complaint, or negative word. Everyone pulled together and were a credit to themselves and the Airport.

M Sessions congratulated the Airport on the new de-icing facility as it is far superior than that offered at any other regional airport.

The team at LSA has been supporting colleagues in Carlisle as the development there continues apace towards the opening of scheduled services on 4th June. Runway resurfacing works, new taxiways and aprons are nearing completion and the fitting out of the terminal building is well in hand. New staff have been employed and training is now beginning in readiness for the opening. This Stobart investment will deliver the return of scheduled services to Carlisle Airport after 25 years and provides the infrastructure to enable further development of air services in the future.

9. PLANNING ISSUES

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

(a) Future Projects

Baggage Reclaim and Hold Baggage Screening extensions detailed design work continues. A further update will be provided at the next meeting.

JH advised that following the attendance at the last meeting by senior managers from Air Livery, painting operations in Hangar Bay 6 have drawn to a close in mid-April, at the completion of the previous contract for aircraft painting. Full painting operations are not expected to resume until the autumn of 2018, ie September or October.

In response to concerns raised by residents and in discussion with the councils, Air Livery has advised LSA that they intend to seek to install an alternative extract solution in place for the autumn, which will address the concerns that had been raised.

10. INWARD INVESTMENT, EMPLOYMENT AND TRAINING

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

(a) Employment and training

The final elements of recruitment are being completed for the summer season and training of new staff is underway.

11. COMMUNITY RELATIONS

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

(a) Noise

JM reported that the total number of noise complaints for the Q1 period February, March and April 2018, was 64 (this excludes complaints for which no aircraft could be found to be operating at the time of the complaint and one police helicopter which did not operate to/from the airport). This compares to 43 for the same Q1 period ending April 2017. 16 complaints related to BA training flights (see table below), 25 complaints related to aircraft operating to/from the airport during the agreed night-time period (6 delayed passenger flights, 3 freight flights and 9 non-passenger positioning flights, 3 private business flights, 3 divers and 1 calibration flight).

BA training February, March and April 2018

Date	Day	Flight Ref	Aircraft reg	Aircraft type	Runway	Start time (zulu)	Finish time (zulu)	Circuits	Complaints
01/02/2018	Thurs	CFE9772	GLCYF	E170	23	1055	1634	22	
07/02/2018	Weds	CFE9771	GLCYK	E190	05	1344	1708	19	1
16/02/2018	Fri	CFE9773	GLCTG	E170	23	841	1004	7	
04/03/2018	Sun	CFE9771	GLCYG	E170	23	1354	1544	11	1
04/03/2018	Sun	CFE9771	GLCYG	E170	23	1630	1820	11	5
05/03/2018	Mon	XXXX	GLCYF	E170	23	1251	1437	9	
06/03/2018	Tue	CFE9771	GLCYE	E170	05	1322	1812	23	5
07/03/2018	Weds	CFE9772	GLCYE	E170	23	1239	1618	23	3
09/04/2018	Mon	CFE9772	GLCYN	E190	05	1127	1302	6	
12/04/2018	Thurs	CANCELLED DUE TO WEATHER							
13/04/2018	Fri	CFE9771	GLCYE	E170	23	1336	1449	7	1
13/04/2018	Fri	CFE9772	GLCYE	E170	23	1506	1544	4	
17/04/2018	Tue	CFE9772	GLCYE	E170	23	1035	1057	3	
23/04/2018	Mon	CFE9771	GLCYE	E170	23	1110	1333	11	
									16

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

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

12. COMPLIANCE WITH SECTION 106 AGREEMENT

The Quarterly Section 106 Return for the three-month period February to April 2018 was reviewed - there were just two NPR breaches for the quarter. JM explained that infringement notices had been issued and went on to summarise the circumstances behind each breach, confirming that investigations were ongoing.

12.1 JM to advise outcome of investigations and update the Committee accordingly.

JM
23/05/18

13. DRAFT NOISE ACTION PLAN

JH presented the draft Noise Action Plan which had been prepared in accordance with EU directives and DEFRA guidelines. It is the third Noise Action Plan for LSA and is based on and presents Noise Mapping prepared by Department for Environmental, Food and Rural Affairs 2016 as required by the guidelines.

JH confirmed that the Action Plan aligns with the Section 106 legal agreement and the established noise abatement procedures.

- 13.1 All members were asked to submit the paper copy of the draft plan to their relevant colleagues for review, and comments should be submitted to JM directly by Wednesday 23 May 2018, so the document can be finalised and presented to DEFRA in August, with adoption anticipated by the end of 2018. **ALL 23/05/18**

14. PRESS PACK

The pack of newspaper cuttings relating to the Airport was available and noted. The Chairman made specific reference to the hangar that was destroyed by fire is to be replaced, and of the visit to the Airport by Transport Secretary, Chris Grayling, who commented that improvements will be made to transportation links as Southend Airport continues to flourish.

15. ANY OTHER BUSINESS

Councillor Lucas-Gill asked why the period of free waiting time in the Short Stay car park had been reduced from 15 minutes to 5 minutes. JM explained that due to concerns relating to congestion and safety immediately outside the passenger Terminal building and space within the Short Stay car park, a number of measures had been introduced:

- Number of spaces allocated to car rental reduced from 60 to 20
- Motorcycle free parking introduced in Long Stay 3
- Period of free waiting time in the Short Stay car park had been reduced from 15 minutes to 5 minutes
- The 15 minutes free drop off/pick up zone moved to Long Stay 3
- Blue Badge holders will not be charged for drop off/pick up in Short Stay car park

- 15.1 JH to ensure that there is adequate signing for passengers directing them to Long Stay 3 for the 15 minutes free drop off/pick up zone. **JH 15/06/18**

- 15.2 M Sessions raised the issue that vehicles are often parked outside Viscount House for a week at a time, ie passengers travelling, as there are no restrictions. JH to investigate further and liaise with M Sessions accordingly. **JH 15/06/18**

16. SURFACE IMPACT ACCESS ROUTES

- 16.1 Cllr Howard requested that at the next Committee meeting, members discuss thoroughly the infrastructure to/from Southend and Rochford and ways to improve the situation to help the Airport. EM to place this item on the Agenda for the next meeting for discussion on how to take this forward and who might be invited to present to the ACC an overall picture of what infrastructure is in place, what is planned and what is needed. **EM 22/08/18**

17. DATE OF NEXT MEETING

The next Committee meetings, starting at 2pm at the Holiday Inn Hotel, are as follows:

Wednesday 22nd August 2018
Wednesday 7th November 2018

The meeting ended at 3.50pm.

Signed _____ Date: _____