

**Minutes of the Norwich Airport Consultative Committee**

**held on Monday June 1st 2015**

**at the Diamond Jubilee Lodge, Hellesdon Parish Council Offices**

1).	Present:	J Sadler	Chairman
		P Mahoney	Vice Chairman
		A Bell	NIA
		R Pace	NIA
		P Gadd	NIA
		N Shaw	BDC
		S Gurney	Norfolk CC
		M Gee	NAG
		L Wilkinson	Drayton PC
		R Fisher	Frettenham PC
		S Fidler	H&NSF PC
		P Walker	SSPC
		B Garrod	DanCopter/NHV
		J Arnott	Old Catton PC
		P Norris	Bristow
		A Durand	SaxonAir
		B Walker	Taverham PC
		T Landamon	Sprowston TC
	By invitation:	R Baker	NAPAG
		P Wilkin	NAPAG
	Apologies:	A Cowles	Hainford PC

The Chairman welcomed committee members to the meeting and explained the reason for the new venue in that the Klyne Aviation Centre could no longer offer the committee the car parking allocation it required for its meetings, so this venue was more accommodating in that respect. He stated that Norwich Airport would send the parish council a donation to cover expenses. This was endorsed by the committee.

The Chairman also welcomed Richard Barker and Pat Wilkin from Norwich Airport Passenger Action Group to the meeting,

The Chairman advised that the May council elections had resulted in some appointment changes. Mr Sayer who previously represented Stratton Strawless PC had not stood for election again. New representatives were detailed from Dan Copter and NHV.

Shelagh Gurney (HPC) would take the minutes as Jackie Vousden was recovering from an operation.

Minutes of the previous meeting held on the 2<sup>nd</sup> February 2015 were agreed and duly signed by the Chairman as a true and accurate record of that meeting.

**Matters Arising:**

There were no matters arising.

**3). Update from Norwich Airport Passenger Action Group.**

The 2014 Passenger survey results report was distributed to those members present.

Richard Barker explained the report to committee members. Questions were asked in relation to Catering and food outlets, the Airport development fee, possible overzealous security checks and cloakroom facilities.

There are four key issues that need to be addressed with the airport management. The next survey will take place on the 28<sup>th</sup> July 2015, which is a day that is busy for the terminal with many flights leaving Norwich. (19 flights).

Car parking issues will also be discussed with management along with the opportunity to maximise transport links to and from the airport. It was suggested by committee members that an approach might be made to Anglian Buses or Sanders Coaches to see if they would be prepared to develop some new public transport links.

RB suggested that the document circulated could be presented at future parish council meetings, although it had not to date been placed in the public arena.

RB and PW were thanked for their presentation, all the hard work they do and for their attendance at the meeting. It was hoped that they would attend next year to give further updates.

**4). General Manager's Report**

There had been some changes to the management structure at the airport since the last ACC Meeting:

- Andrew Bell still retains his title as Norwich Airport Chief Executive Officer but additionally has responsibility as Chief Operating Officer for Regional & City Airports.
- Richard Pace has been appointed as General Manager in addition to his Operations Director responsibilities for the airport and has accountability for all day to day airport activities.
- At the last ACC Meeting the Airport had no visibility of the impact of North Denes closing and what level of traffic may re-locate to Norwich. Since then Perenco did not renew their contract for operations at North Denes and since April this work has moved to Norwich and is distributed amongst a number of different operators utilising existing capacity. CHC Helicopters have established a base at the Saxonair Business Aviation Centre (BAC) and have been awarded the Shell contract which is existing business previously operated by DanCopter. This news helps secure job security at the airport. The level of any additional activity generated by CHC is yet to be established. Overall the Helicopter activity at the BAC is lower than last year primarily due to a move to the increased use of boats to transport offshore worker. The final closure of North Denes is a matter for CHC Helicopters. It is

hoped subject to agreement by this committee that CHC will be able to attend future meetings. **RP to action.**

- The new financial year started in April and the summer season is well under way. Thomson has introduced a summer Mahon service and Links Air has launched a Cardiff service. Applications have been made to the regional air connectivity fund for services to Dublin, Exeter, Paris and Newcastle. A decision on the first round of evaluation is expected in June. Events in Tunisia have shortened the summer season to Enfidha. Weakness in demand to Bulgaria has led to a reduction in capacity. Work continues on establishing routes to Malaga, Alicante and Faro.
- Total passenger numbers in April were favourable to budget. Stronger than forecast performance was delivered by KLM and offshore helicopter sector. The passenger numbers for the year are expected to be broadly in line with 2014.
- Thomson launched their summer 2016 programme during April and has added Paphos to their Norwich network.
- The project for the new Air Livery facility continues and a further update will be provided at the next meeting.

#### 5). **Engine Testing Facility**

The new ETF measures 10 metres tall and 45 metres wide. A few minor snagging works are being attended to and is scheduled to be completed 3<sup>rd</sup> week in June 2015.

Commissioning will commence and at the end of June with opening anticipated for July 2015.

Opportunities for members of ACC to have a bus trip to view installation may be possible, and members welcome this invitation.

#### 6). **Operations & ATS Report**

- Successful CAA Air Navigation Service Provider (ANSP) CAA audit and post EASA Aerodrome transition audit
- Radar project on schedule. Ongoing optimisation issues have delayed the project, completion now expected end of August 2015.
- RCA Safety Plan Published April 2015
- The updated Safety Management System was published in April
- Following a period of 884 incident free days, 1 RIDDOR has been reported during March. A firefighter is suspected of dislocating his knee when running out a tender hose at the Fire Training Ground. This incident is being investigated by the Fire Service Manager and has been reported to the HSE.

#### **Occurrences**

- 15 Feb 2015 laser attack 5nm north of North Walsham, reported to CAA and police

- 04 Mar 2015 PA31 was carrying out a low approach on RWY09, the aircraft then called PAN, due to an oxygen cylinder problem. Aircraft landed safely reported to CAA.
- 05 Mar 2015 .Incorrect loading of a helicopter resulting in aircraft overweight situation. CAA reporting action, Company investigation and disciplinary process followed.
- 19 Mar 2015 An aircraft reported a fire warning indication in the APU which was believed to be false but requested inspection of the APU on landing. No indications of fire were found following inspection of airport fire service. Reported to CAA
- 17 April 2015 A light aircraft entered Norwich controlled airspace without permission, inbound traffic had to be given avoiding action to go around the infringer.
- 13 May 2015
- AIRPROX reported by an outbound north sea helicopter against two manoeuvring military aircraft in the vicinity of Cromer. Reported to CAA and under investigation
- 16 May 2015 light aircraft infringed Norwich controlled airspace. Norwich traffic given instruction and information to avoid the light aircraft. Reported to CAA.

There was a query over future arrangements with Saxonair re Norwich City Football Club flights which remain the same as previously discussed. A question arose as to how many flights were refused and were advised that some were, even some relating to the Big Weekend (Radio1) function. All requests were taken into consideration and decisions were agreed that were in the parameters of the agreement document.

SASIG – draft report to look at helicopter noise in London.

Complaints about helicopters running up and noise issues in Holt Road, Hellesdon picked up by S Gurney whilst canvassing during election period.

#### **AOB**

- Stuart Fidler - suggested a report on how the Airport Development Fee was spent. Suggested there was a breakdown of this money on the airport website.
- Helicopter parking. Issues are still ongoing with apparent off shore workers parking in Hellesdon residential roads near the airport. Neighbour complaints etc to Councillors.
- It was agreed to hold future meetings at the DJL, Hellesdon Parish Council Offices.

#### **Date of next meeting**

3<sup>rd</sup> August 2015 at Hellesdon PC Office @14.00hrs