

Minutes of the Norwich Airport Consultative Committee

held on Wednesday 15th January 2020 @ 1400 hrs

at the Diamond Jubilee Lodge, Hellesdon Parish Council Offices

1).	Present:	S Gurney	Norfolk County Council (Chairman)
		N Shaw	Broadland DC
		P Langley	NAL
		R Fisher	Frettenham PC
		J Latchford	Taverham PC
		G Crouch	Old Catton PC
		K Clarke	Horsford PC
		L Rogers	Hainford PC
		D King	Hellesdon PC
		R Fisher	Frettenham PC

Apologies:

M Gee	Norwich Aviation Group
J Cohu	NHV
R Pace	NAL

Minutes of the previous meeting held on the 9 October 2019 were agreed and duly signed by the Chairman as a true and accurate record of that meeting. All in agreement.

2). **Matters Arising:**

GC stated that Point 2 page 1 – at the time of raising the question of the ADF he was unaware that part of the constitution precluded any involvement or questioning with regard to the finance aspect as he didn't have a copy of the constitution at the time.

3). **Managing Director's Report**

Passenger numbers are 2% lower than prior year but in line with expectation. The Amsterdam service continues to grow whereas volumes are all lower on Domestic, Offshore and Holiday Charter.

TUI will provide an additional 14,000 seats for Summer 2020 with new flights to Antalya, Turkey and additional weekly flights to introduce 10 and 11-night holidays to Dalaman, Turkey. TUI have also launched a second weekly Tenerife rotation for Winter 2020 adding a further 10,000 seats providing 10 and 11 night options. Flights will operate on Tuesdays and Saturdays as opposed to the single weekly Thursday service.

Loganair have advised that the Norwich base will close by the end of March 2020 because the size of the financial gap has made the base no longer viable. The Manchester service ceased on 5th January, the Edinburgh service will reverse mid-February followed by the Aberdeen route reversal at the end of March. Discussions are taking place with other carriers but no success to report.

The Airport Masterplan was endorsed by NCiC on 9th October and passed through Scrutiny Committee on 17th October. A formal notice has now been received regarding the requirement to produce a Surface Access Strategy including a Carbon Reduction Strategy within 12 months of endorsement. The amended Masterplan is still to be endorsed by BDC but that is expected to follow soon.

The KLM UKE Hangar 9 and Workshop are under construction with delivery by 1st August and 31st May respectively.

The EAAA has obtained planning permission for its Hangar 14 development. Construction works are expected to start in late January 2020 and be completed by early 2021. The EAAA will be operating from the Eastern Apron during construction.

The annual travel show, which attracted more than 1,000 people last year and is celebrating its 11th year, takes place at the airport's main terminal from 10am to 2pm on Saturday, 25th January. Entry is free as is event parking. Fifteen tour operators and airline representatives will be on hand throughout the day, offering first-hand destination and product advice on departures from Norwich Airport. They include TUI, Balkan Holidays, Newmarket Holidays, Transun Holidays, Wendy Wu, Classic Collection Holidays, Premier Holidays, Mercury Holidays, Titan Travel, Loganair, JTA and Palladium Hotel Group. There is an extra 5% discount on offer for all bookings made at the Travel Show plus free holiday parking for up to 15 days at Norwich airport and other exclusive offers and discounts too.

Plans are being considered to celebrate the airports 50th anniversary as a commercial airport in 2020 further details will follow in due course.

Summer late night arrivals into Norwich was discussed, however timings of all the flights are yet to be finalised.

It was confirmed that a building extension at the side of the terminal to house a new X ray machine for baggage will commence within the next month.

Repton Avenue Development – it was understood from a presentation at Old Catton that Norwich Airport had concerns regarding reflection from solar panels. Norwich Airport are consultees for safeguarding of the airport and have been involved in every stage of the planning.

4). **Operations and ATS Report**

Main construction works commenced on the Hangar 9 project.

Full CAP 1732 airfield survey completed; data will be used to populate UK AIP and make the Airport fully ADQIR compliant ahead of the 5-year IFP review due in 2020.

ACC Meeting – 15 January 2020

Western Apron remarked to give 3 helicopter spots instead of 2.

Park Run by Norwich Airport staff attended by over 40 runners and raised over £700 for British Heart Foundation.

ATC Met Audit conducted on 12th November by CAA Met Office Audit Team – good audit with no non-compliance findings and only one observation, which provided guidance on best practice.

Exercise Eagle 2 was held on 20th November – this was the bi-annual live emergency exercise held in conjunction with the local authority. A good exercise that was well supported by all staff with lots of learning for new members.

Meeting held with developer to discuss the Broadway Enterprise Park proposal to the northwest of the airfield, which includes a waste recycling facility, fuel station and various commercial and office buildings.

Table top Drone Exercise conducted, on airfield live exercise planned for 10th December 2019, but postponed by Police due to operational commitment.

Preparation for EAAA to move to Eastern Apron ahead of works commencing on Hangar 14; move expected towards the end of Jan 20.

Mandatory Occurrence reports filed:

Date	Summary	Action
16.10.2019	One Skylark carcass found on Runway 09 during routine runway inspection. No birdstrike reported so unable to identify aircraft.	Reported to CAA
31.10.2019	KLM Tug cleared to A1 but proceeded to A2 without clearance.	Reported to CAA
11.11.2019	<p>Norwich Radar received a phone call from Anglia Radar, pre-noting BHL537 inbound with a non-specific "technical problem, no emergency declared".</p> <p>On initial contact with Norwich Radar, BHL537 declared a PAN with an "undercarriage indication problem". A Local Standby was initiated by Norwich Tower.</p> <p>After completing emergency checklists BHL537 requested to hover taxi on arrival to the Eastern Apron, which was approved by Tower. BHL537 subsequently landed safely on the Eastern Apron with engineering support from BHL.</p>	Reported to CAA
14.11.2019	During routine runway inspection Air Ops noticed two new defects on the 09 ORP. On further inspection of one of the defects large pieces of FOD were easily	Reported to CAA

	removed. Both of the defects were within the track of taxiing aircraft.	
18.11.2019	B377, GJMCX was conducting a low powered ground run on the Eastern Apron when a very large amount of smoke appeared from the right-hand engine. The smoke obscured ATC's view of the aircraft as well as half of the Eastern Apron. An Aircraft Ground Incident (AGI) was declared and the aircraft contacted by radio. GJMCX's crew responded that they were now shut down and the smoke was due to an excess of inhibitor fluid in a new engine. RFFS reported on scene and remained on scene for a subsequent engine start up.	Reported to CAA
21.11.2019	Bristow helicopter call sign 537, Registration G-CIMU reported a bolt on the Bravo Taxiway whilst vacating. Bolt found and retrieved. No other FOD was found following a further inspection.	Reported to CAA
02.12.2019	SXN51D, a C510 inbound to EGSH from EGNS reported an Aileron Trim Failure Caption with about 30 miles until touchdown. The pilots were unconcerned about the caption but a local standby was called. The aircraft landed without incident.	Reported to CAA
31.12.2019	Evidence of bird strike on inbound Loganair aircraft reported by engineer on arrival. Remains of Skylark recovered on 09.	Reported to CAA

The NDR lagoons were discussed and it was confirmed that they are being monitored on a regular basis from a drainage point of view. PL to organise a Safeguarding presentation for the committee at the July meeting.

PL to also organise a tour of the airfield for those committee members who are interested.

- 4.1) Complaints Register – discussed and noted.
- 4.2) Register of Late Aircraft Movements – noted.
- 4.3) Noise/Flying complaints – noted.

5). **Offshore helicopter Activity** - nothing to report.

6). **AOB**

- To cover the NAPAG surveys SG to contact Gary Blake regarding Winter and Summer date/timings to carry these out. The volunteers are S Gurney/J Latchford/G Crouch/K Clarke.
- GC commented on the Minutes and attachments which contain 57 pages (sent by email) which he thought was environmentally unacceptable to print, and asked if it would not make more sense if other than the Agenda and the Minutes could all the remaining information not go on

to a power point presentation and if the committee want paper copies to ask for them afterwards.

- The Chairman suggested that the format be kept as it is as committee members could make the choice to have it on their 'I Pads' to view or use a paper copy. It was agreed that the format be kept the same.

7). **Date of next meeting:** 8 April 2020 (AGM) @ 2pm

CHAIRMAN