

Minutes of the Norwich Airport Consultative Committee

**Held on Wednesday 13th April 2022
Hellesdon Parish Council Office**

1) Present:	S Gurney	Norfolk County Council (Chairman)
	R Pace	Norwich Airport Ltd
	P Langley	Norwich Airport Ltd
	L Rogers	Hainford PC
	G Hegarty	Horsham & Newton St Faith PC
	J Anderson	Drayton PC
	J Latchford	Taverham PC
	R Fisher	Frettenham PC
	K Clarke	Horsford PC
	B Leggett	Old Catton PC
	J Dewing	Saxonair

Apologies:

M Gee	Norwich Airport Aviation Group
N Shaw	Broadland District Council
K Vincent	Spixworth PC
W Easlea	KLM Engineering
M Gislam	NHV

2) Minutes of the previous meeting held 12th January 2022 and any matters arising:

The minutes of the previous meeting held on the 12th January were agreed by those present at the meeting and duly signed by the Chairman as a true and accurate record of that meeting.

Matters Arising:

Air Ambulance data on operations – still not received to share with the committee. **Action PL will chase.**

3) Managing Director's Report

Passenger numbers have increased from a low point of 80,000 in FY21 to circa 150,000 in FY22. We expect to handle 350,000 in the coming year which is still below the 504,000 achieved pre-pandemic in FY20. The offshore sector is expected to be more buoyant than predicted due to the need to secure energy supply because of the war in Ukraine.

TUI will launch its summer season in the first week of May with nine sunshine destinations in Cyprus, Greece, Spain, and Turkey, with an aircraft based at Norwich for the summer. KLM continues to

operate a daily service to Amsterdam and will increase from once daily to twice daily at the end of April, the three times daily in the summer. This is not quite back to pre-covid levels of frequency (four times daily) but is indicative of growing consumer confidence and continues to provide Norwich with global connectivity via Amsterdam. Regional carrier Blue Islands will launch a Channel Islands service in May. Loganair continues to operate to Aberdeen and Exeter and has been an important partner through the pandemic, especially with oil and gas industry related traffic. Edinburgh will no longer operate from 9th May for the rest of the year. Forward bookings are encouraging and reflect pent-up demand from the last two years.

In anticipation of the summer season and demand returning, Norwich Airport has been recruiting new staff since the start of the year. Around 70 new staff have been recruited in the last three months, taking the airport's headcount to around 230 ahead of the summer season. Training is undertaken through a combination of in-house provision (e.g. customer services, baggage handling) and external training providers to meet regulatory requirements (e.g. aviation security). The airport is confident it has the staff required to maintain smooth operations throughout the summer peak and has contingency plans in place to deal swiftly with any pinch-points.

The airport participates in the industry recognised Airports Council International (ACI) Airport Carbon Accreditation (ACA) Scheme. Level 1 accreditation which involves mapping Scope 1 and 2 carbon emissions within the control of the airport was achieved in January. The next step is to develop a carbon reduction plan and work towards achieving Level 2 accreditation in the coming year.

The Airport is also developing a Surface Access Strategy. The proposed framework was submitted to the Local Planning Authority (LPA) for consideration. Feedback has now been received from the LPA. We are now working on the baseline surveys to assess how passengers and employees travel to and from the airport.

The Engine Test Facility which was damaged in December 2021 has now been repaired and is now back in service.

4) Operations and ATS Report

Passenger COVID-19 testing continues in the old TNAL offices in the Main Terminal by Lion & Gazelle. Airlines have been advised to direct passengers to NAL website to book COVID-19 tests. The process is working well, and the facility has been busy on most days.

The CAA Aerodrome Audit was conducted in February. The Audit Report was very positive, with only a few minor issues highlighted in RFFS.

A Job Fair held in the concourse of the Main Terminal on 03 and 05 February as part of the recruitment drive in preparation for the anticipated summer schedule. The event was well attended by the public and there was a positive response for all departments. Recruitment has continued apace throughout the quarter and sufficient staff should be in place ahead of the summer season.

Airport opening hours are returning to normal in April ahead of extended hours when summer schedule commences in May – promulgated via a staff notice and in the UK AIP.

COVID 19 procedures have been reviewed and updated following changes to Government policy and relaxation of restrictions.

Security compliance protocols have been put in place with SES due to the resignation of the Security Manager.

NET ZERO Steering Group meeting was held.

Mandatory Occurrence reports filed:

Date	Category	Details
02/01/2022	Bird Strike	During a runway inspection prior to aerodrome opening, evidence of a bird strike was observed, and 1 x Skylark carcass recovered.
20/01/2022	Airspace Infringement	Royal Flight fixed wing aircraft inbound to Norwich Airport. The external agency failed to keep the aircraft within the airspace established for the flight.
30/01/2022	Bird Strike	An Embraer 190 carried out training flights; after final landing, the crew discovered a bird strike.
08/02/2022	Airprox	A fast jet passed about half a mile to the west of a Bristow helicopter at the same level. It was a hawk aircraft that was operating on a military exercise.
08/02/2022	Airspace Incursion	Military aircraft entered Norwich airspace without clearance.
11/02/2022	Runway Incursion	Student pilot made wrong turn at junction and entered runway without ATC clearance.
23/02/2022	FOD	During routine runway inspection a white bag was found with screw and washer inside.
05/03/2022	Bird Strike	Bird strike on a CHC helicopter on the approach to the runway.
05/03/2022	Aircraft Emergency	Helicopter was offshore returning to Norwich Airport with an intermittent gearbox caption light. A Local Standby was declared, and the aircraft landed safely.
09/03/2022	Bird Strike	Arriving Logan Air reported possible bird strike upon touchdown. Ops 1 carried out a runway inspection with nothing found.
15/03/2022	Aircraft Ground Incident	DA-42 reported a shredded tyre upon parking at SaxonAir apron. A runway inspection was carried out with a small piece of tyre recovered.
19/03/2022	FOD	Departing Bristow aircraft reported a red bag sitting in the middle of the runway. A PA28 in the circuit reported on the radio to ATC their cargo door was open, and the bag belonged to them.

19/03/2022	Aircraft Emergency	A DHC1 based at Felthorpe, called a PAN on Norwich radar frequency reporting a partial engine failure. The pilot then landed safely at Felthorpe.
31/03/2022	Aircraft Emergency	G-SNSE declared an emergency with Anglia Radar with a collapsed passenger. Landed safely and taxied directly to Saxonair apron where emergency services were waiting.

5) Offshore Helicopter Activity

The 5-year mandatory environmental noise survey will be conducted this year. Once the survey has been completed a noise footprint will be produced and will be published on the Airport's website.

An additional survey is also being commissioned to review helicopter ground-based noise. Once complete the results of the survey will be assessed.

SG asks what has happened to the old monitor located in Bush Road. RP confirms this monitor has been decommissioned as unsupported with remedial works completed.

6) Operating Framework Agreement

The updated draft has been reviewed and accepted by Broadland District Council. Norwich City Council have provided no feedback thus far. **Action SG will contact Norwich City Council regarding this matter.**

SG has reviewed the agreement and recommends that the committee approve the agreement. All present agreed.

7) AOB

GH asks if the placement of the lights in the control tower car park could be re-directed, as the current position shines directly in to properties and Blind Lane, this has been an issue since the NDR was finished and the Aviation Academy moved aircraft. **Action PL will investigate the issue.**

8) Date of next meeting

13 July 2022 (AGM)
12 October 2022

Chairman