

**Minutes of the Norwich Airport Consultative Committee**

**held on Wednesday 12<sup>th</sup> January 2022 @ 1400hrs**

**via Zoom**

<b>1) Present:</b>	S Gurney	Norfolk County Council (Chairman)
	R Reeve	Hellesdon PC (Clerk)
	R Pace	Norwich Airport Ltd
	P Langley	Norwich Airport Ltd
	G Hegarty	Horsham & Newton St Faith PC
	J Latchford	Taverham PC
	J Anderson	Drayton PC
	K Clarke	Horsford PC
	M Gee	Norwich Airport Aviation Group
	B Leggett	Old Catton PC
	N Shaw	Broadland District Council

**Apologies:**

R Fisher	Frettenham PC
K Vincent	Spixworth PC
D King	Hellesdon PC

**2) Minutes of the previous meeting held 13<sup>th</sup> October 2021 and any matters arising:**

The minutes of the previous meeting held on the 13<sup>th</sup> October 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:

Noise Complaints

The most recent copy of the Offshore Helicopter Flights Community Impact Information Sheet is included in the meeting papers and provides details of the complaints procedure.

SG queried if the existing noise monitoring equipment is being removed. RP confirmed due to technology now unsupported these will be decommissioned as not a requirement. However, the airport conducts an airborne noise survey usually every 5 years. In addition, a helicopter ground noise survey is being conducted this year and monitor(s) are likely to be placed in local areas to assess and compare data to the last survey conducted in 2017.

Restricted Hours Operations

JL queried if it is always the same local company? RP advised that it is not always the same

company and any requests need to be permissible in accordance with planning and the Operating Framework Agreement.

#### Air Ambulance Data

RP advises that the data on operations has been requested and will be shared with the committee upon receipt.

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

The recovery in flights and passenger numbers had begun to take hold until the arrival of the Omicron variant in early December and the Government increased the travel testing requirements. This damaged customer confidence and saw a circa 50% drop in passenger numbers. This led airlines to thin out frequencies on all routes. Exeter is suspended 7<sup>th</sup> Jan to 7<sup>th</sup> March, the Tenerife service has been reduced from 2 flights to one flight per week until March. From the 12<sup>th</sup> of Jan we are down to a daily Aberdeen and Amsterdam service, Edinburgh is suspended until mid-February. Helicopter operations are continuing at similar levels. Financial performance will be affected accordingly.

Whilst we have seen a slight increase in the number of Covid 19 in the workforce this has not had an impact on operational capability.

By next summer the airport should be back to offering 19 domestic and international destinations in ten countries including the start of direct flights from Jersey next summer with Channel Islands-based airline Blue Islands. We are currently finalising our recruitment strategy and we will be looking to recruit circa 40 staff.

A planning application was submitted for up to 120,000 square meters of new development at Imperial Park, located on the north side of the airport. Determination is unlikely before March Planning Committee even though most matters, excluding phasing of development, ecology, and landscaping, are resolved.

The Operating Framework Agreement has been updated and is contained in the papers and has also been circulated to both Broadland and Norwich City Councils for their comment and endorsement.

The airport has adopted a Net Zero policy. Norwich Airport Limited commits to net zero carbon emissions from airport operations fully within its own control by 2050 at the latest, reducing absolute emissions to the furthest extent possible and addressing any remaining emissions through investment in carbon removal and storage. We will participate in the industry recognised Airports Council International (ACI) Airport Carbon Accreditation (ACA) Scheme. The first step is to achieve Level 1 accreditation which involves mapping Scope 1 and 2 carbon emissions within the control of the airport. Once the baseline is established then measures will then be identified to ensure that over time the policy is met. Further details will be provided in due course.

The Airport is also developing a Surface Access Strategy. The proposed framework has been submitted to the Local Planning Authority for consideration. Once adopted work will begin on preparing the strategy with a target implementation date of October 2022.

Damage occurred to the ETF on 14<sup>th</sup> December following a high-power test conducted seemingly in line with guidance. The manufacturer inspected the ETF on 11<sup>th</sup> January to assess whether any widespread failure of the blast deflection screen was evident and confirms that the two damaged panels are the only fatigued sections of latticework requiring replacement. The work is expected to

be completed by mid-February.

Provision of car parking was insourced in December.

SG asked if the car parking rates would now be reduced? RP advised that the car parking rates are regularly reviewed and competitively priced, but that there are no immediate plans to amend the rates.

SG commented that during the summer season a number of complaints are received by residents in Hellesdon due to airport passengers parking on the residential streets for week at a time. BL added this is also an issue in Old Catton. RP advised that the airport is not expecting passenger numbers to return to 2019 levels, stating it could take 4-5 years for recovery. The airport needs to set its parking rates proportionately and whilst empathizes with the residents, suggests this is a matter for local authorities to review, but is open to suggestions on how the airport could help alleviate the situation and invites SG/BL to share their thoughts offline.

NS queries the repair costs required to replace the two damaged panels for the ETF and adds that the equipment installed should be manufactured to a set standard to cope with the requirements of the facility. RP advises that the priority is to replace the damaged panels to ensure the facility can be operational ASAP. The airport will then review the incident.

#### **4) Operations and ATS Report**

Passenger COVID-19 testing continues in the Main Terminal. The process is working well, and the facility has been busy on most days.

Winter operations preparations are complete; procedures have been updated and issued.

The Airport opening times were reviewed for the winter season and issued.

The Airport bi-annual live emergency exercise was conducted in November - Exercise Falcon.

The Civil Aviation Authority conducted a compliance audit of Air Traffic Services.

The Norwich Airport Net Zero Policy Statement has been published.

Car parking transferred across from NCP to NAL on 01 December.

Mandatory Occurrence reports filed:

<b>Date</b>	<b>Category</b>	<b>Details</b>
05/10/2021	Taxiway Incursion	Helicopter towed from Saxonair Apron to Hangar 10 without ATC clearance.
06/10/2021	Local Standby	An SR22 made a precautionary landing at Norwich due to a potential issue with the aircraft; it made an uneventful approach and landed safely.

08/10/2021	Bird Strike	The landing KLM reported a bird strike; upon inspection of the aircraft, evidence was found on the lower right corner of the windscreen.
21/10/2021	Bird Strike	Confirmed bird strike of a gull on a landing TUI flight.
21/10/2021	Runway Incursion	Various airfield lighting failures across the aerodrome which led to unusual taxi patterns. Aircraft backtracked the runway and reported vacated at the intersection.  Reported later by the Duty Airfield Operations Officer, that the pilot had parked the aircraft the wrong side of the holding point line after vacating the runway.
26/10/2021	Full Emergency	An Isaacs Spitfire in the circuit at Felthorpe airfield suffered decreasing oil pressure. The pilot declared an emergency and landed safely.
27/10/2021	Airspace Infringement	A pilot failed to telephone Norwich Air Traffic Control prior to departure from Felthorpe Aerodrome to book out as per the letter of agreement between Norwich ATC and Felthorpe Aerodrome.
01/11/2021	Cancelled Landing Clearance	Helicopter cleared to land runway 27. Vehicles approaching the holding point to cross the runway threshold. Vehicles were cleared to cross runway 27 threshold, with helicopter on final. Helicopter landing clearance was cancelled and told to continue the approach. After the vehicles have vacated the runway, helicopter was cleared to land.
01/11/2021	Confirmed Bird Strike	An aircraft reported a possible bird strike on landing runway 27; one Skylark carcass was found on the runway.
13/11/2021	Local Standby	The EAAA helicopter was approaching the N&N Hospital when the aircraft suffered a single generator and fuel pump failure. The pilot elected to return to EGSB rather than land at the hospital site.
18/11/2021	FOD	Whilst conducting a routine runway inspection, smashed glass was found mid-point of the runway along the centreline.
30/11/2021	Laser Attack	The EAAA helicopter was approaching the airfield when the pilot was targeted by a laser from the ground in the vicinity of the Norfolk Showground; the incident was reported to the police who despatched officers to the scene.
07/12/2021	FOD	AGL staff found a fire extinguisher cover on Charlie Taxiway, which had blown there in the high winds.
08/12/2021	TCAS RA	Controller observed an aircraft enter Norwich controlled airspace without clearance. Information gained from FlightRadar24 suggested that the aircraft was a CV22 Osprey.

13/12/2021	Compass Failure	The pilot of an inbound DA42 reported an issue with the on-board compass as the instrument was showing inaccurate headings. The controller steered the aircraft on to the ILS and the aircraft landed with no further incident.
21/12/2021	Radar Failure	Multiple on-screen warnings indicating a fault appeared on the radar display. After approximately 30 seconds, all warnings disappeared, and all radar data returned. The failure was reported to and investigated by ATC Engineers.
26/12/2021	TCAS RA	Two helicopters were flying reciprocal tracks in the vicinity of Eccles with 500ft vertical separation. Traffic information was passed and they were visual with each other. A TCAS RA was reported by one of the pilots who initiated a climb.
29/12/2021	FOD	During a routine runway inspection, a small drill bit was found near runway 27 threshold.
30/12/2021	Equipment Failure	The tower mains and standby transmitters became unusable from the Tower Controller's position for approximately 1 to 2 minutes. They remained serviceable from the Radar Controller's position. ATC Engineers were called out to attend but found no fault.

- Complaints register – discussed and noted.
- Register of late aircraft movements – discussed and noted.
- Noise/Flying complaints – discussed and noted.

SG comments that the helicopter activity at times seems to be operating close to the residential area. RP advises that ATC/Operators operate within the published procedures, however ATC can make tactical decisions due to weather/traffic. To be able to investigate, the airport needs dates/times of incidents, so reiterates the need for incidents to be sent to the airport. In the meantime, RP/PL will raise awareness with the helicopter operators and ask them to be as courteous as can be.

GH asks if the times of the incidents should be included on the log? RP said that whilst this information is required for the airport to be able to investigate, not sure if it will be of benefit on this log but will review.

#### 5) Offshore Helicopter Activity

Helicopter activity has continued to operate throughout COVID. SG asks due to reduced passengers on the aircraft has this led to an increase in movements. RP advised that whilst he doesn't have the full stats to hand, the Offshore Community Note document details movements/passenger numbers from 2018 through to 2021.

SG added the document was very good and a useful document to aide with queries regarding helicopter traffic.

#### 6) Operating Framework Agreement

This document is reviewed every two years and an updated draft is currently with Broadland District Council and Norwich City Council planning for review, but the ACC also needs to review and approve.

RP summarized the main amendments within the document. SG asks all members to review the document and send any queries direct to RP ahead of the next meeting in April so the document can be discussed fully at the next meeting.

**7) AOB**

JL asks if the next meeting will be online or in person. SG advises this will be dependent upon government guidelines and the local situation at that time but is hopeful the next meeting will be in person.

GH advises that no response has been received following an email complaint regarding the proposed Imperial Park. RP apologized but explained this is being managed by the airports parent company not locally. RP asks for the email to be sent to him directly and he will then ensure it is passed on.

**8) Date of next meeting**

13 April 2022  
13 July 2022  
12 October 2022

**Chairman**