

**Minutes of the Norwich Airport Consultative Committee  
held on Wednesday 25<sup>th</sup> October 2023 @ 1400hrs  
Hellesdon Parish Council Office**

<b>1) Present:</b>	S Gurney	Norfolk County Council (Chairman)
	R Pace	Norwich Airport Ltd
	J Dewing	Saxonair Charter Ltd
	P Daly	Spixworth PC
	R Fisher	Frettenham PC
	J Latchford	Taverham PC
	K Clarke	Horsford PC
	A Plume	KLMUK Engineering
	M Booth	Broadland Council & Sprowston TC
	G Hegarty	Horsham & Newton St Faith PC
	J Anderson	Drayton PC
	L Rogers	Hainford PC
	P Langley	Norwich Airport Ltd

**Apologies:**

S Reynolds	Bristow Helicopters
B Leggett	Old Catton PC
R Sear	Hellesdon PC

Shelagh Gurney – Chairman opened the meeting.

**1) Minutes of the previous meeting held 19<sup>th</sup> July 2023 and any matters arising:**

The minutes of the previous meeting held on 19<sup>th</sup> July 2023 were agreed by those present at the meeting and duly signed by the Chairman as a true and accurate record of the meetings.

Matters Arising: None cited.

**2) Managing Director Report**

Passenger numbers to the end of September are circa 75% of pre-pandemic passengers. International, domestic and Offshore passengers are below expectation. We expect passenger numbers to increase to be circa 380,000 in the coming year but may be the following year (FY26) before passenger numbers recover back to 2019 levels.

The Canary Islands are a popular winter getaway and TUI already flies from Norwich to Tenerife year-round every Sunday. From Thursday (5<sup>th</sup> October) the frequency increased to twice-weekly through to April next year.

Loganair have confirmed that, subject to Board approval, they intend to operate an Exeter service 3pw from May until September in S24.

Work continues the Airport's Surface Access Strategy (ASAS) and we are in discussion with the Local Planning Authorities to agree the final text.

There is a project for NCC to create a bus link between the airport and the industrial estate to improve public transport services. The final design for the entire bus link road is now approved by NAL and details on access controls, power and CCTV will be agreed in due course. NCC's planning application is expected to be determined by the end of October with works starting in late November for completion Q1/Q2 2024.

Richard Pace  
Managing Director  
25 10 23

### **3) Operations and ATS Report**

Summer 23 has gone well with very few operational issues with much lower numbers of flight delays and cancelations experienced.

Remedial works to the runway were completed over the summer.

New ATC (Air Traffic Control) Manager started in August.

CAA Aerodrome Audit conducted in August – no major issues.

Adverse Weather planning complete ahead of Winter Season and the Winter opening hours have now been published.

Mandatory Occurrence reports filed:

Date	Category	Details
03/07/2023	FOD	Fuel cap found on threshold of the runway
08/07/2023	Full Emergency	Pilot believed he had lost part of his undercarriage. After a visual inspection, the aircraft landed safely at Felthorpe.
08/07/2023	Unconfirmed Bird Strike	Duty AOO found the carcass of a Lessor Black-Backed Gull in an area of grass, just off the runway surface.
11/07/2023	Confirmed Bird Strike	KLM reported a bird strike on landing. The crew stated they hit a small bird of unknown species; no remains were found.
18/07/2023	Landing without Landing Clearance	Student pilot landed without reporting 'FINAL APPROACH' or given landing clearance.

07/08/2023	Bird Strike	Remains of three birds found on runway.
16/08/2023	Full Emergency	ATC lost RT contact with G-EEGU (PA28) during approach.
17/08/2023	FOD	Brake pad / disc found at Charlie intersection.
25/08/2023	Bird Strike	Blackbird carcass found near runway – possibly KLM or Sunwing.
03/09/2023	Local Standby	A C-177 reported that the aircraft fuel gauges were indicating very low. The aircraft landed safely, pilot then reported that the fuel gauges had started working.
06/09/2023	FOD	During a wildlife patrol a hose reel and lance was found on the airfield.
19/09/2023	In-flight medical Emergency	KLM requested medical assistance on arrival for passenger with chest pains.
23/09/2023	AIRPROX	Aircraft operating with NAL at Felthorpe had a vertical separation of less than 100 feet with another aircraft at Felthorpe.
30/09/2023	Aircraft Ground Incident	The wing tip of a C-152 collided with the fire exit door on the Saxon Building whilst being parked.

Complaints logs reviewed.

JL advises that there is still an ongoing issue with noise complaints in Taverham. The matter was fully discussed during the meeting and it was agreed that PL will respond directly to the complainant on behalf of both the airport and Taverham PC provided the Airport complaints process is followed by the complainant.

SG comments that there has been an increase with the City Flyer training. RP confirms this is ad-hoc training which takes place periodically throughout the year as required.

#### **4) Offshore Helicopter Activity**

Helicopter traffic is currently 6% lower than last year and the outlook is that this will be in a gradual decline moving forwards as the operators are adjusting to become much more efficient within the sector with number of flights and passenger levels required.

GH reported an issue on behalf of a resident regarding an increase of helicopter activity close to West Lane. RP requests that the complainant uses the official complaints process so that the airport can fully investigate the incident/s and respond accordingly

#### **5) AOB**

JL advises of planning for a new solar farm located by Holly Lane and wanted to know what impact this may have on flights. PL confirmed that the airport works with the developer and a specialist report has been conducted to assess glint and glare which the contractor would need to abide by.

**6) Date of next meetings**

24 Jan 2024

24 Apr 2024

24 Jul (AGM)