

**Minutes of the Norwich Airport Consultative Committee  
held on Wednesday 28<sup>th</sup> February @ 1400hrs  
Hellesdon Parish Council Office**

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

**Apologies:**

A Tipple	Broadland District Council
L Rogers	Hainford PC
P Daly	Spixworth PC

**2) Minutes of the previous meeting held 25<sup>th</sup> October 2023 and any matters arising:**

The minutes of the previous meeting held on the 25<sup>th</sup> October 2023 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: None cited.

**3) Managing Director's Report**

Passenger numbers to the end of January are below expectation for International domestic and Offshore passengers. 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.

Preparations are well underway for Ryanair operations which will commence on 1<sup>st</sup> April with flights on Mondays and Fridays to Alicante, Faro and Malta. Advanced sales are going well, and we expect to see 60,000 additional passengers use the airport from April.

This week we received the disappointing news that Loganair will not be operating the Exeter service in Summer 24 due to late aircraft deliveries and crew shortages. The route will be evaluated again for Summer 25.

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

The project to upgrade the Terminal power supply continues and the project is expected to be complete by June which will provide greater resilience and capacity for future power requirements.

Works are also in progress in the former travel shop which when complete will be occupied by Europcar and Travel Norwich Airport. Works will then commence to re-configure the central search area to increase capacity and prepare for the arrival of next generation security equipment in April.

We are actively recruiting staff for the summer season which will soon be here and will be a busy summer.

Richard Pace  
Managing Director  
28 02 24

#### 4) Operations and ATS Report

Summer Season finished at the end of October, opening hours adjusted accordingly for Winter Season effective 01 November.

Live exercise – Gemini 2 – held on 15 November.

Press conference held to announce the launch of Ryanair for S24.

Second part of annual emergency exercise held on 07 Dec – Exercise Gemini 2 TCG.

Terminal power upgrade project commenced.

Mandatory Occurrence reports filed:

Date	Category	Details
05/10/2023	Wildlife Reports	Two foxes observed on the airfield, one of which was on the runway.
06/10/2023	Local Standby	AW139 inbound from Southern North Sea gas rigs had suffered a partial avionics failure; aircraft landed safely.
07/10/2023	Bird Strike	Departing KLM reported a bird strike. A runway inspection followed immediately after.
08/10/2023	Taxiway Incursion	A PA28 was given taxi clearance from the Light Aircraft Park to holding point T; observed taxiing beyond T and was instructed to hold position.

09/10/2023	Local Standby	Helicopter was inbound with a cabin door issue, aircraft landed safely.
11/10/2023	Aircraft Incident	Aircraft told to taxi back to parking stand because of a missing panel under the starboard wing.
17/10/2023	Laser Attack	Aircraft reported they had experienced a laser attack on final approach originating from the city.
21/10/2023	Bird Strike	Remains found on runway, identified as Skylark. No reported strikes from Aircraft.
23/10/2023	Bird Strike	Pilot of RJ85 reported hitting a small bird upon take off.
25/10/2023	Met System Failure	Weather systems unserviceable for approx. 30 minutes.
03/11/2023	Full Emergency	Aircraft reported numerous bird-strikes during departure from West Raynham and requested immediate diversion to Norwich. Aircraft landed safely.
13/11/2023	Ground Incident	During self-positioning to park on Spot 12 on the Saxon Apron, helicopter contacted a landside lamp post with its main rotor blades.
25/11/2023	Bird Strike	Report from KLM that it had struck a bird on landing.
26/11/2023	Airspace Infringement	Airspace Infringement Warning triggered by a light aircraft.
26/11/2023	Airspace Infringement	Unknown aircraft entered the Western side of the Norwich CTA without a clearance.
03/12/2023	Runway Damage	During a routine runway inspection, a hole was found at the mid-point on the runway centreline; the runway was closed for repair.
21/12/2023	Bird Strike	During a routine runway inspection, a Pigeon was found on the runway; no strike had been reported.
28/12/2023	Full Emergency	EAAA declared an emergency with a gearbox chip warning; aircraft landed safely.

Phil Langley  
Operations Director  
January 2024

#### **5) Offshore Helicopter Activity**

Offshore activity was lower than expected during January and February, this is thought to be due to operational issues and adverse weather at sea coupled with lower fuel prices.

#### **6) AOB**

JL requested an update on the airport's involvement with the planning application for the proposed solar farm located by Holly Lane. PL confirmed that the airport is a statutory consultee for

any development in the area and following this application had requested a glint/glare report. The independent report indicated issues at certain times of the day at different times of the year so as such the airport objected. It is understood the developer will review and update the design to remove the hazard at which time the airport would review.

JL confirmed that SaxonAir has recently installed solar panels on both hangars which are currently producing at 40%.

GH queried if it would still be possible for the ACC members to be able to visit SaxonAir to view the electric aircraft. JD remains happy to arrange a date and will share email contacts with SG to finalise dates

**7) Date of next meeting**

24 Apr 2024

24 Jul (AGM)