

Consultative Committee

South Yorkshire Joint Authorities
Governance Unit

Town Hall, Church Street
Barnsley, S70 2TA.

Our ref: DSACC/AIS

Your ref:

Date: 04 July 2018

This matter is being dealt with by: **Andrew Shirt**
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Dear Member

DONCASTER SHEFFIELD AIRPORT CONSULTATIVE COMMITTEE
THURSDAY 12 JULY 2018

I write to inform you that the next meeting of the Doncaster Sheffield Airport Consultative Committee will be held on **Thursday 12 July 2018 at 10.00 am in the Blenheim meeting room, Heyford House, Doncaster Sheffield Airport, First Avenue, Doncaster, DN9 3RH.**

Please note car parking is available in Heyford House staff car park; access can be gained by pressing the 'help' button.

The agenda and supporting papers are attached for information.

Yours sincerely

A handwritten signature in black ink that reads 'ASHIRT'.

Andrew Shirt
Committee Secretary

Encs

Membership:

Alan Tolhurst OBE (Chair)

Andrew Bosmans (FODSA), Phil Cole (Office of Caroline Flint MP), Councillor Mick Cooper (Doncaster MBC), Mike Cotterill (Peel Airports Management), Councillor Steve Cox (Doncaster MBC), Daniel Fell (Doncaster Chamber of Commerce and Enterprise), Councillor Robin Franklin (Barnsley MBC), Steve Gill (Doncaster Sheffield Airport), Councillor Martin Greenhalgh (Doncaster MBC), Councillor Denise Lelliott (Rotherham MBC), Councillor Jessie Milne (West Lindsey District Council), Councillor Bill Mordue (Doncaster MBC), Kellie Naylor (Doncaster Sheffield Airport), Peter Nears (Peel Holdings (Management Ltd)), County Councillor Chris Pearson (North Yorkshire County Council), Councillor Clio Lyndon Perraton-Williams (Lincolnshire County Council), Councillor David Pidwell (Bassetlaw DC), Councillor Mike Quigley MBE (Nottinghamshire County Council), Marina Di Salvatore (West Lindsey District Council), Councillor Ian Saunders (Sheffield City Council), Andrew Shirt (Committee Secretary), Yvonne Woodcock (Ex-Officio) and Richard Wright (Sheffield Chamber of Commerce and Industry)

Purpose of the Doncaster Sheffield Airport Consultative Committee

The Doncaster Sheffield Airport Consultative Committee provides the mechanism for the exchange of information between the Airport Operator (Peel Airports Ltd), users of the airport, local authorities in the vicinity airport and other organisations surrounding the airport which have an interest in the operations and management of the airport. Specifically, the Committee is:

- a. To foster communication and build understanding between the airport, its users, local residents and the business community.
- b. To stimulate the interest of the local population in the development of the airport.
- c. To consider the impact of the airport operation on the environment, surface access, employment, the local and regional economy, and the circumstances of local communities and their residents.
- d. To monitor the implementation of the Airport Operator's commitments made under the S106 Agreement between the Airport Operator and Doncaster Metropolitan Borough Council.
- e. To consider and comment upon consultative reports, as required.
- f. To facilitate constructive discussion to resolve differences, when required.

DONCASTER SHEFFIELD AIRPORT CONSULTATIVE COMMITTEE

THURSDAY 12 JULY 2018

IN THE BLENHEIM MEETING ROOM, HEYFORD HOUSE, DONCASTER SHEFFIELD AIRPORT, FIRST AVENUE, DONCASTER, DN9 3RH.

AGENDA: Reports attached unless stated otherwise

	Item	Page
1	Welcome, Introductions and Apologies for absence	
2	Announcements	
3	Minutes of the meeting held on 12 April 2018	1 - 6
4	Matters Arising	
5	Membership Update ➤ Doncaster MBC have reappointed Councillors Mordue, Cox, Cooper and Greenhalgh.	
6	Airport Activities Update Report	Verbal Report
7	DfT Airspace Modernisation Update	7 - 10
8	DSA Master Plan	Verbal Report
9	Minutes of the Liaison Group of UK Airport Consultative Committees (UKACCs) Annual Meeting held on 6-7 June 2018	11 - 18
10	Draft Minutes of the Noise Monitoring and Environmental Sub-Committee held on 28 June 2018 - To be Circulated Separately	
11	Any other Business	

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Consultative Committee

DONCASTER SHEFFIELD AIRPORT CONSULTATIVE COMMITTEE

12 APRIL 2018

PRESENT: Alan Tolhurst OBE (Chair)
A Bosmans (FODSA), M Cooper (Doncaster MBC), S Cox (Doncaster MBC),
Councillor M Greenhalgh (Doncaster MBC), C Harcombe (Doncaster Sheffield
Airport), J Huddleston (Doncaster Sheffield Airport), B Mordue (Doncaster
MBC), K Naylor (Doncaster Sheffield Airport), R O'Toole (Doncaster Sheffield
Airport), Councillor D Pidwell (Bassetlaw DC), M Di Salvatore (West Lindsey
District Council), I Saunders (Sheffield City Council), A Shirt (Committee
Secretary) and Y D Woodcock (Ex-Officio)

Noise Monitoring & Environmental Sub-Committee representatives:-
Town Councillor A Cropley (Bawtry Town Council) and
Parish Councillor J Worthington (Cantley with Branton Parish Council)

Apologies were received from: P Cole, M Cotterill, Councillor
Councillor R Franklin, Councillor D Lelliott, Parish Councillor N McCarron,
Councillor J Milne, County Councillor C Pearson, Councillor C Perraton-
Williams and Councillor M Quigley MBE

1 WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

A Tolhurst welcomed Members to the April 2018 meeting of the Airport Consultative Committee (ACC). An extended welcome went to Chris Harcombe (Aviation Development Director, DSA), Gareth Finch (Planning Director, Peel Group / DSA), John Huddleston (Communications & Corporate Affairs Manager, DSA) and Rick O'Toole (Corporate & Trade Partnership Executive, DSA).

Introductions were made and apologies for absence were noted as above.

2 ANNOUNCEMENTS

A Tolhurst informed Members that he would be adding an additional item to today's agenda regarding the publication of a DfT document entitled 'Beyond the Horizon: the future of UK Aviation'.

3 MINUTES OF THE ACC ANNUAL GENERAL MEETING HELD ON 25 JANUARY 2018

RESOLVED – That the minutes of the ACC Annual General Meeting held on 25 January 2018 be noted.

4 MATTERS ARISING FROM THE ANNUAL GENERAL MEETING

i) DSA ACC Constitution Update – Election of NMESC Representatives to the ACC

A Tolhurst was delighted to report that Town Councillor Cropley, Parish Councillor McCarron and Parish Councillor Worthington had all been elected at the March meeting of the Noise Monitoring and Environmental Sub-Committee to represent the Committee on the ACC.

5 MINUTES OF THE ACC ORDINARY MEETING HELD ON 25 JANUARY 2018

RESOLVED – That the minutes of the ACC Ordinary meeting held on 25 January 2018 be agreed as a correct record.

6 MATTERS ARISING FROM THE ORDINARY MEETING OF THE ACC

i) Passengers with Reduced Mobility (PRM) Accessibility Open Day

K Naylor reported that, unfortunately the PRM Accessibility Open Day scheduled to be held on 26 March 2018 had been cancelled due to airport awaiting new equipment.

7 BEYOND THE HORIZON: THE FUTURE OF UK AVIATION

A Tolhurst informed Members that the government had published its response to an initial Call for Evidence undertaken last year, which sought views on the proposed aim, objectives and policy priorities to be considered in the development of a new Aviation Strategy to 2050 and beyond.

Following consideration of the feedback received, the government had set out six objectives, which remained unchanged following the consultation. The objectives focused on the passenger, the passenger experience, helping the aviation industry, expanding aviation and building a global and connected Britain.

The Aviation Strategy next steps document published on 7 April 2018 set out further detail on the challenges associated with these objectives and some of the action that the government is considering and which would form part of further consultation later in the year. It was noted that the government will continue the dialogue that had already begun on these issues. The next step would be the publication of detailed policy proposals in a green paper in the autumn of 2018. This would be followed by the final Aviation Strategy documents being published in early 2019.

RESOLVED – That Members noted the update.

8 AIRPORT MASTERPLAN AND VISION

The Committee received a group presentation from C Harcombe, G Finch, J Huddleston and R O'Toole on the Airport's recently published draft Airport Masterplan and Vision.

Members were informed that DSA had launched its Masterplan and Vision on 21 March 2018 outlining the airport's planned growth and site development plans between 2018 and 2037.

The Vision set out DSA's aspirations to become an Aerotropolis in the Sheffield City Region with the airport's 1600-acre site, known as Aero Centre Yorkshire (ACY), becoming a central hub.

The Masterplan set out a core growth scenario of what was likely to be achieved, along with a high growth scenario reflecting the aspiration, opportunities and capabilities of DSA and ACY.

The following key points from the Masterplan were highlighted:

- Airport passenger numbers increases of up to £4.7 million by 2037, with potential for up to 7.2 million to be achieved in a high growth case.
- A cargo operation handling to 70,000 tonnes of air cargo by 2037; with the potential for up to 176,500 tonnes of air cargo in a high growth case.
- Terminal size to double with increased facilities for passengers.
- 1.5 million square feet of airside development, including expanded cargo operations, general and business aviation facilities and a dedicated Maintenance Repair Overhaul (MRO) campus incorporating a satellite of the University of Sheffield's Advanced Manufacturing Research Centre.
- Over 3 million square feet of landside logistics and advanced manufacturing space accessed by new site access roads.
- Up to 3,000 new residential homes built on site with new retail, hotel and leisure complex.
- The creation of 7,800 new jobs, £900 million of construction investment, seeing an economic benefit of £3.7 billion to the region and surrounding areas by 2037. Should high aviation growth be achieved, these figures could rise to £6.5 billion and 13,000 new jobs by 2037.
- A £159 million boost to the region's inbound tourism economy, creating an additional 565 jobs within the tourism sector. High growth would see this rise to £238 million, creating an additional 945 jobs.

The following key points from the Vision Plan were highlighted:-

- Vision for a Connected National Economy realises the airport's potential as a major catalyst for transforming the North of England, creating new employment, housing, tourism and rebalancing supply of and demand for aviation capacity.
- Capacity of 25 million passengers and 250,000 tonnes of cargo per year.
- Creation of up to 73,000 new jobs.

- £3.2 billion GVA per year by 2048.
- The development of a case for an airport rail station connected to the East Coast Mainline, which could be open in 5 years' time with passenger numbers to the airport forecast to be 11.8 million by 2050.

A range of questions were asked by Members and comprehensive answers were provided by airport representatives.

As key representatives for the region, Members views and support were particularly important for the airport's plans to be realised. Members were asked to formally respond to the consultation, either via the online form on the DSA website www.flydsa.co.uk/masterplan or by post to: Masterplan Consultation, Doncaster Sheffield Airport, Heyford House, DN9 3RH, or by email to masterplan@flydsa.co.uk

Members were also asked to publicise details of the draft Masterplan consultation in their respective newsletters, websites and on social media.

The consultation period would run until 16 May 2018, with the final Masterplan to be published in full later in the year.

A number of public drop-in sessions were scheduled to be held in the forthcoming weeks. Further details were available on the DSA website www.flydsa.co.uk/masterplan

On behalf of the Committee, A Tolhurst thanked DSA representatives for an informative presentation. He added that, he wished to place on record his thanks to the Peel Group for being a good neighbour within the local community and for their commitment to ensuring the long-term growth and success of DSA.

RESOLVED – That Members:-

- i) Noted the key highlights contained in the draft Masterplan and Vision documents.
- ii) Be requested to respond to the draft Masterplan consultation.
- iii) Promote the consultation to their local networks and encourage people to attend the drop-in sessions to have their say.

9 AIRPORT ACTIVITIES UPDATE REPORT

C Harcombe provided the Committee with an update on airport activities. In summary it was reported that:-

- The extended Premium Lounge had now re-opened to passengers, creating an addition 40-50 covers. Excellent feedback had been received from passengers who had used the facility.
- From 1st April 2018, cargo operations previously handled by an external company had been in-sourced by DSA to allow additional control and oversight

of operations. As a result, six members of staff had now transferred their employment to DSA.

- From 1st April 2018, fixed based operations, also previously handled by an external company had now been in-sourced by the airport.

In-sourcing both the cargo and fixed based operations would allow the airport to grow both areas, add value and take ownership of the product and service provided.

- It was anticipated that final passenger numbers for the 2017/18 financial year would be slightly less than in 2016/17, mainly due to reductions in capacity made by Wizz Air.
- DSA had now secured three scheduled cargo flights per week.
- Improvement works had commenced to re-configure and develop Hangar 1 to provide an improved through freight handling service.
- TUI had announced its major expansion programme for summer 2019 from DSA, which included:-
 - A new long haul route to Florida.
 - Four new unique routes – Pula (Croatia), Hurghada (Egypt), Kos (Greece) and Bodrum (Turkey).
 - Additional aircraft based at DSA, with the Boeing 787 Dreamliner visiting weekly.
 - An increase of 110,000 seats.
 - More destinations for 10 and 11 night holidays (Zante, Antalya and Rhodes).
 - DSA will see a 15% share of TUI's overall passenger growth for summer 2019.
- Consultation on the draft Airport Masterplan 2018-2037 would run for 8 weeks from 21st March to 16th May 2018.

RESOLVED – That the update be noted.

10 DRAFT MINUTES OF THE NOISE MONITORING AND ENVIRONMENTAL SUB-COMMITTEE HELD ON 15 MARCH 2018

The draft minutes of the Noise Monitoring and Environmental Sub-Committee held on 15 March 2018 were presented for Members' information.

RESOLVED – That the draft minutes of the Noise Monitoring and Environmental Sub-Committee held on 15 March 2018 be noted.

11 ANY OTHER BUSINESS

i) Educational School Visit to DSA

Councillor Greenhalgh informed Members that he had been approached by a local primary school teacher asking if it would be possible for arrangements to be made for a class to visit DSA.

It was confirmed that discussions were currently taking place to facilitate the visit.

ii) Draft Airport Masterplan Consultation

A Tolhurst reminded Members to respond to consultation on the draft Airport Masterplan and to report back to their Parish and Town Councils that public consultation would be taking place until 16 May 2018.

12 DATE AND TIME OF NEXT MEETING

RESOLVED – That the next meeting of the Airport Consultative Committee be held on Thursday 12 July 2018 at 10:00 am in the Blenheim Meeting Room, Heyford House, Doncaster Sheffield Airport.

CHAIR

DfT Airspace Modernisation Update

Demand for air services has grown strongly in recent decades, and the government expects that demand will continue to rise significantly between now and 2050. The government has set out its preferred option for an additional runway in the south-east, which will be required by 2030. Beyond this there will be a need for the government to consider whether there is a need for a new framework to be developed to allow airports to grow sustainably and if so what that framework should look like.

In parallel, we must ensure that growth is sustainable and is balanced with local and global environmental concerns. The government has an important role in ensuring the negative impacts of aviation are mitigated. At a local level, aviation noise is the key environmental concern, and the government will consider whether the right regulations, controls and incentives are in place to ensure the sector continues to address noise impacts as well as tackling air quality concerns.

DfT are considering these issues through the Aviation Strategy. To support our development of this Strategy, and as many of you will be aware, last year the Transport Secretary commissioned NATS to undertake a feasibility assessment of airspace modernisation in the South of the UK. The findings of this work have now been reported back to the Transport Secretary and we wanted to set out our planned next steps.

UK airspace is an essential, but largely invisible, part of our national transport infrastructure, and it is also some of the most complex in the world. Our airspace is already struggling to keep pace with the growing demand for aviation. More traffic is being squeezed into the same congested areas of airspace causing increased passenger delays, reduced resilience to disruption and inefficient flight paths that are not optimised to reduce noise.

If the structure of UK airspace is not upgraded, it is expected to lead to a sharp increase in air traffic delays. This will in turn create costs and disruption for passengers and businesses, and lead to more planes queuing in holding stacks causing unnecessary noise and emissions around airports. NATS predicts that without modernisation more than 1 in 3 flights from all UK airports will depart over half an hour late by 2030. Modernising our airspace will be beneficial for the aviation industry and for local communities. It will mean journeys are quicker, quieter and cleaner. Today's quieter and cleaner modern aircraft will be able to use more efficient flightpaths, which are optimised to reduce noise impact and offer relief to communities.

However, as we set out in the Aviation Strategy Next Steps document, we face a challenge, particularly in the South of the UK, in coordinating multiple airspace changes across different airports in the coming years. As part of the initial phase of this coordination work, last year the Secretary of State commissioned NATS to produce a feasibility assessment of the potential future airspace demands of 15 airports in the South of the UK. The focus of this work was to ascertain whether the projected increase in demand for air travel can be accommodated within our airspace, whether and where airports may have demands over the same airspace, and what the best sequence is for implementation.

This feasibility assessment is a first step in the co-ordination of airspace modernisation and does not determine how airspace will be used – proposed changes to airspace will follow the CAP1616 airspace change process as published by the CAA on 2 January 2018. The work has been undertaken in a theoretical capacity and does not pre-judge any decisions about what should constitute a framework for future sustainable growth beyond 2030, which government will consider through the development of the final Aviation Strategy. The wider airspace masterplanning role will also be considered as part of the RP3 arrangements for NATS' price control.

It is also a design requirement of the NATS modelling that the total volume of controlled airspace does not increase and that where possible, controlled airspace would be released to other airspace users.

Now that the SofS has received the draft NATS report, DfT will spend a period of time considering and assessing the findings and the proposed timeline. In addition to asking NATS some further additional questions, the Transport Secretary plans to ask the CAA to undertake a short period of assurance on NATS work, both to assess the overall findings and next steps, and the technical concepts proposed by NATS for future airspace design. This will be a technical assessment only and will not form part of or prejudice any subsequent CAP1616 process. Following this period of assurance, the government intends to publish the headline findings of the work NATS has completed later in 2018. In the meantime, it is important that airports' begin work on their individual plans and design principles, in consultation with their stakeholders including local communities and general aviation. We do not expect that this period of assurance work should hold up airports' beginning this work, but should you have any concerns in this regard, please get in touch with DfT and NATS.

Alongside this work, the CAA is also preparing a new Airspace Modernisation Strategy (AMS) for the UK in order to meet the task given to the CAA in the government's updated direction to it issued in October 2017. The CAA's Airspace Modernisation Strategy will build on the existing Future Airspace Strategy, relevant Government policies and existing legal obligations. As part of this strategy, the CAA will be setting out a new governance arrangements for airspace modernisation that will encompass how all relevant stakeholders should be engaged in the development and implementation of the AMS. The CAA will begin consultation on the draft AMS with

key stakeholders – including environmental and industry stakeholders - in the summer, before submitting this to the Secretary of State in December 2018.

In parallel, the DfT is working with the Infrastructure and Projects Authority, NATS, and the CAA to agree and implement a new governance framework to oversee the national airspace modernisation programme. We will engage with stakeholders on this through the Aviation Strategy focus groups we have organised over the summer and through other existing stakeholder forums. A subset of ANEG members have been invited to these focus groups.

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Agenda Item 9

ANNUAL MEETING 2018 LIAISON GROUP OF UK AIRPORT CONSULTATIVE COMMITTEES (UKACCs)

MINUTES OF THE 42ND ANNUAL MEETING HELD ON WEDNESDAY 6 & THURSDAY 7 JUNE 2018 AT HEATHROW AIRPORT.

Present:

Aberdeen	-	Dr. Peter Smart
Belfast International	-	Mr. Tom McGrath
Birmingham	-	Mr. Colin Flack (Wednesday 6 June only)
Bristol	-	Mr. Barry Hamblin
	-	Mrs. Vicky Brice
Bournemouth	-	Mr Peter Thorne
East Midlands	-	Mr. Barrie Whyman
Edinburgh	-	Mr. Robert Carr
	-	Mr. Tom Wright
Gatwick	-	Dr. John Godfrey
	-	Mr. Barry Smith
	-	Mrs. Paula Street
Glasgow	-	Mr. David Flint
	-	Mr. Donald Grant (Thursday 7 June only)
Heathrow	-	Prof. Rod Smith (Chair of the meeting)
	-	Ms Rachel Cerfontyne (Wednesday 6 June only)
	-	Mrs. Rebecca Cox
	-	Mr. Martyn Hurst
Inverness	-	Mrs. Pat Hayden
Leeds-Bradford	-	Mr. Michael Goodwin
Liverpool John Lennon	-	Mr. Bob Swann
	-	Mr Mike Jones
London City	-	Mr. Duncan Alexander
Luton	-	Mr Martin Routledge
Manchester	-	Mr. Steve Wilkinson
	-	Mr. Mike Flynn
Newcastle	-	Mrs. Dorothy Craig
	-	Mr. John Scott
Southampton	-	Mr. David Airey
	-	Mr Richard Ward
Stansted	-	Ms Shena Winning
	-	Mr. Frank Evans

Also present:

DfT	-	Mr. Tim May (Thursday 7 June only)
	-	Mrs Sally Stolworthy (Thursday 7 June only)
CAA Consumer Panel	-	Ms Jenny Willott, Chair (Wednesday 6 June only)
CAA	-	Mr. Mark Simmons (Thursday 7 June only)
	-	Ms. Annie Gilbert (Thursday 7 June only)
	-	Mr. James Fremantle (Thursday 7 June only)
Sustainable Aviation	-	Dr Andy Jefferson (Thursday 7 June only)

Apologies:

Belfast City ACC, Doncaster-Sheffield ACC, Glasgow Prestwick ACC and Southend ACC

WEDNESDAY 6 JUNE 2018

OVERVIEW OF WORK OF CAA CONSUMER PANEL

1. **Received:** a briefing from Jenny Willott, Chair, outlining the current issues for the CAA Consumer Panel, including:
 - Aviation Strategy – the panel was working with the CAA and the DfT on issues such as Alternative Dispute Resolution, the performance of Border Force, disruptions for passengers that fell between two organisations, baggage reclaim, delays and accessibility.
 - Other issues for the Panel included airline insolvency, services provided to PRMs, especially those with hidden disabilities and other vulnerable passengers.
 - Data collected by the CAA was also being reviewed to determine how useful it was and to what extent it was helpful to passengers – and whether this data was being used effectively.
 - It was also exploring a recent CAA Tracker Survey of 3500 passengers which showed a slow but steady decline in satisfaction levels. Disruptive events were the biggest driver in levels of dissatisfaction.
2. **Noted:** Jenny Willott acknowledged that there were areas of the Panel's activities where ACCs may wish to get involved.
3. **Issue raised:** The reporting of the CAA's flight punctuality statistics needed to be put into context. The difference between the best performing airports and the worst performance airports was between 11 – 20 minutes delay, which given the airspace capacity constraints, runway capacity constraints at some airports and the disruption from industrial action in Europe affecting ATC operations at UK airports, was viewed as reasonable performance.
4. **Agreed:** That, in view of the limited time at the meeting, ACCs were asked to raise issues of interest to their ACC with the Secretariat to take forward with the Panel Chair.

HEATHROW AIRPORT LIMITED PRESENTATIONS

Heathrow Airport now and its expansion plans

5. **Received:** a presentation from Emma Gilthorpe, Executive Director of Heathrow Expansion.
6. **Noted:** The previous day had seen a Government announcement about the future of Heathrow. In particular that there would be a Parliamentary vote in July and Government consultation in October regarding the slot strategy for Heathrow and the allocation of new slots. Heathrow had already implemented a £10 reduction in domestic flight charges for airlines and had set aside £10m in a route development fund.

Heathrow Community Engagement Board (HCEB)

7. **Received:** a presentation from Rob Gray, Community & Stakeholder Relations Director, on the transition of the HACC into the HCEB.
8. **Received:** an introduction to Rachel Cerfontyne, Chair of the HCEB, who outlined her thoughts about community engagement and the challenges ahead.

DfT AVIATION POLICY UPDATE

9. **Received:** a [presentation](#) from Tim May, DfT.
10. *Aviation Strategy* – there had been 370 responses to the [call for evidence consultation](#), many of which were from individuals. The top themes raised in responses were noise, air quality and carbon. A Green Paper of proposed policies would be published in the autumn. The DfT was holding a few focus groups over the coming weeks to discuss a range of topics the outcomes of which would be used to develop policy proposals in the Green Paper. UKACCs has been invited to participate in those events.
11. *Expansion of Heathrow* – now that the [NPS](#) had been tabled, there would be a parliamentary vote within 21 sitting days. Heathrow had made several commitments, including support for new services. The DfT would be holding the airport to account on delivering their commitments. New services would ultimately be dictated by the commercial interests of the airlines, so guidelines would be required. The statement of intent was that 15% of new slots would be available for new domestic services. Confirmation was received that the compensation and mitigation requirements would relate specifically to Heathrow.
12. The DfT confirmed that the HCEB had been developed to meet Heathrow's specific requirements and it was not expecting other ACCs to change to the Community Engagement Board model even if their airports were undergoing development.
13. *Capacity* – published alongside the proposed NPS was the Government's policy statement on making [best use of existing runways](#).
14. *Brexit* – the DfT met with their counterparts in Europe the day before and the [slides presented](#) would be forwarded to the UKACCs secretariat for onward circulation to members. A framework would be prepared for future economic partnership with Europe and a White Paper would be published in the next few months.
15. In response to questions, a number of concerns were raised, including:
- The immediate problem of maintaining domestic services to London airports before new capacity is delivered.
 - Ring fenced slots for regional services was welcomed but it was feared that given commercial pressures of airlines whether new domestic routes could be sustained over the long term and the business case justified.
 - ACCs were all struggling with the concept of trying to balance the economic benefits of aviation with the environmental disbenefits. Clearer policy guidance on how this could best be achieved was required from the Government, especially with regard to what is meant by "sustainable aviation". There was a view that this could not be achieved as despite the significant investment and efforts of the industry to reduce noise and carbon, the benefits of those improvements were lost through incremental traffic growth.
 - As PPG24 was no longer in existence, an integrated Government approach on the development of land around airports was required, with clear advice from the Government about what planning authorities should be doing. UKACCs has already raised the need for greater guidance on land use planning and noise with the Ministers for Aviation and Environment as part of its response to the recent consultation on the National Planning Policy Framework.
 - A request for the DfT to host roadshows in the far regions and devolved administrations to gain interest and input to the Green Paper policy proposals. It was noted that the Scottish Government had been invited to participate in the DfT focus groups.

AIRSPACE AND NOISE

16. **Received:** The Secretariat's paper raising a number of matters for consideration.

17. **Received:** a [presentation](#) from Tim May, DfT on airspace modernisation, noise management and ICCAN.

18. *ICCAN* – the Independent Commission on Civil Aviation Noise was an advisory body that had been set up to try to increase trust in relation to airspace changes and noise data. The appointment of a Head Commissioner would be announced shortly. The DfT would recruit the Secretariat who would be civil servants and ICCAN's offices would be based in Guildford.

19. *Airspace change* – there was now a more transparent process which included a requirement to consult on different route options, as well as routes to provide respite.

20. *Metrics* - new metrics to indicate frequency of overflight had been incorporated into the CAA's new airspace change process [CAP 1616](#).

21. *Airspace modernisation* – without airspace modernisation air traffic delays could rise by 71 times between 2015 and 2030 (a delay of 30 mins for one flight in every three). The roles and responsibilities of all stakeholders were outlined, together with the challenges posed by the airspace overlaps for the South East airports.

22. NATS had produced a feasibility assessment of potential future airspace demands. The findings will be published later in 2018. The DfT, CAA and NATS were developing a national governance structure to oversee airspace modernisation.

23. **Issues raised:**

- New housing developments near airports, including the conversion of offices and commercial buildings to housing, there was a need for Government departments to work together to make it a statutory requirement to provide the correct specification of noise insulation for housing close to airports and for building inspections to certify correct installation. All agreed that this was urgently required, particularly in the light of the Government's consideration of compensation and mitigation policies and the noise contours that will be used to assess eligibility requirements, such as the 51dBA contour. This may also require Government to review the current Building Regulations
- The need for more robust planning policy guidance since the loss of PPG24 to assist planning authorities, developers and airports in determining compensation and mitigation schemes.
- The need to recognise that noise disturbance and air quality was also an issue to be addressed but that surface access (road and rail) and on-airport ground movements also contributed to disturbance and pollution for local residents.
- ACCs suggested that applying a set of standards to airports as the CAA already did for assessing PRM assistance standards should be considered. Such a system relating to noise standards would act as an incentive for airports to aspire to a "very good" rating. No airport would want to be classified as "poor".

24. **Received:** a [presentation](#) from Mark Simmons and Annie Gilbert, CAA on the new airspace design guidance (CAP 1616) and the expected role of the ACCs.

25. **Noted:**

- the new process, CAP1616, consisted of 7 stages with 5 opportunities for engagement
- it was the responsibility of the airspace change sponsor to keep all stakeholders and communities notified of progress, proposals for change and opportunities to input.
- There were many references to engaging with ACCs in the new process, including the ability of an ACC to have a 10 mins slot to speak at the public sessions at stage 5 "Decide".
- All proposals, responses and supporting material will be hosted by the CAA's airspace change portal (under development).
- There had been confusion at a couple of airports where airspace change proposals had already commenced before the new CAP1616 process was issued which had resulted in abortive work at great cost to the airport.

26. **Issues raised:**

- Change sponsors would be judged on the efficacy of their engagement, but this could be problematic in situations where the changes were perceived to have a positive outcome meaning that those people were not responding to consultations. It was unclear how this could be weighted in evaluating the success of the proposals.
- The new process would take around two years to complete. However, the timescales currently were unclear due to delays caused by the unprecedented demand for proposals for change being submitted to the CAA at the current time.
- Options for respite are determined on a case by case basis in consultation with local communities – there is no set model for providing respite as what works well for one airport may not be appropriate for another. It was important that policy was not developed on the basis that one size fits all. It was essential that local circumstances were taken into account.
- Post Implementation Review (PIR) – the evidence gathering will now be undertaken by the change sponsor rather than the CAA for submission to the CAA to decide on whether the airspace change has met its stated objective. Where the outcome is that the sponsor will need to propose a new airspace change in order to achieve the original proposal's objective, the sponsor will be expected to communicate its intentions clearly and quickly to stakeholders.

27. **Outcome:** The Secretariat was willing to develop best practice guidance for ACCs. However, it remained unclear what the CAA expected of an ACC in this process. The Secretariat would take this forward with the CAA and before developing best guidance of ACCs.

DfT GUIDELINES FOR ACCS – REVIEW OF COMMUNITY ENGAGEMENT MECHANISMS

28. **Received:** a [presentation](#) from Sally Stolworthy, DfT, on the review of the mechanisms in place at airports to ensure that CAP1616 could be effectively delivered. The DfT's paper posing a number of questions for ACC's to address was also considered.

29. **Noted:** that ACCs were asked to consider what their role was in effective community engagement, how successful they believed they were in fulfilling this role, and whether there should be any changes to the way in which they were structured or operated. The DfT was keen to ensure that its guidance to ACCs provided the right clarity to assist ACCs in fulfilling its functions, including ensuring ACCs had access to the right resource to support their work, as critical friend to the airport as well as an effective channel of communication to the wider community.

30. **Outcomes:** there was general consensus that:

- ACCs were able to deal with issues within their existing structures, particularly as there was flexibility to make changes according to local situations.
- ACCs were only one of many channels of engagement that airports had in place with local communities.
- whilst the CAA's CAP 1616 process cited ACCs in the various consultation stages, ACCs were not the sole focus for consultation and it was emphasised that ACCs were one of many stakeholders to be engaged in the process.
- the number of newly formed, single issue, self-appointed community noise groups, who were not elected and, in some cases, not properly constituted, was of serious concern to ACCs in that those groups appeared to be having a disproportionate influence on government and the regulator. There was concern that some groups may not be fully representative of the communities they purported to represent and they tended to be very South East centric, with a focus on the impacts of major airports and not reflecting the impacts, or those views of communities around regional airports. UKACCs had previously raised the need for the membership of DfT's ANEG to be reviewed to ensure that the community groups' representation was UK wide and not just representation of communities around the London airports.
- A number of suggestions were made, including:
 - Should funding be made available to assist small groups or charities in attending ACC meetings? ACCs were asked to share examples of good practice in relation to this when responding.
 - Could organisations such as the DfT and the CAA pay travelling expenses to those ACC members invited to attend national fora, meetings, events?

- In order to ensure that those attending ACC meetings were fully engaged and used the information that they received at meetings effectively, could the DfT issue a letter jointly with ACCs outlining exactly what was expected of members? Local authorities should also be encouraged to put a reporting process in place for those attending to feedback to their wider communities. The DfT would raise this issue when it next met the LGA's SASIG.
- ACCs were asked to respond to the DfT's review ideally by 6 July, although it was recognised that this did not give time for some ACCs to consult their wider membership at their next meeting cycle.
- UKACCs would produce a collective response based on the response of individual ACCs.

SUSTAINABLE AVIATION

31. **Received:** a [presentation](#) from Dr Andy Jefferson, an independent consultant working on behalf of Sustainable Aviation.

32. **Noted:** that Sustainable Aviation was a collaborative cross industry body which focused on carbon, noise and air quality and the improvements made by its members and signatories and innovations planned were outlined, in particular:

- *Carbon* – there had been a 16% improvement in fuel efficiency since 2003, due to investment in new aircraft. A great deal of work was being undertaken in relation to the development of sustainable fuels.
- *Noise* – since 1998 the number of passengers flying had increased by 55%, but in the same period there had been a 40% reduction in contour areas and a 27% reduction in the population exposed to noise. The long-term target was to decrease noise by 50% by 2050. The cost to the aerospace industry of reducing aircraft noise by 1dB was in the region of £1 billion.
- *Air Quality* – they are working collaboratively to share best practice on a range of initiatives, including handling agents. Currently exploring scope to reduce emissions during aircraft turnaround and surface access schemes.
- *Sustainable Aviation Community Forum 2017* – a range of issues had been highlighted by participants than were traditionally raised at ACC meetings. Recognising the broad membership of ACCs Sustainable Aviation wished to explore how they could work with ACCs to articulate effectively improvements that need to be made particularly in respect of the new airspace change process. They too were not convinced that there was the right level of clarity around the new process.

33. Sustainable Aviation had published a number of reports, all of which could be found on their website - <http://www.sustainableaviation.co.uk>

34. **Outcome:** The Secretariat would review with Sustainable Aviation how ACCs could help to articulate effectively improvements being made by the industry and raise issues of concern to ACCs.

SPECIAL ASSISTANCE SERVICES AT UK AIRPORTS

35. **Received:** The Secretariat's paper highlighting a number of points for discussion.

36. **Received:** a [presentation](#) from James Fremantle, CAA, giving an update on the progress made by airports in implementing the hidden disability guidance and an update on the CAA's annual monitoring of PRM service performance at UK airports

Hidden Disabilities

37. **Noted:**

- guidance for airports on helping passengers with hidden disabilities had been published in November 2016
- most airports had introduced measures such as quiet zones and routes, separate security lanes, increased staff training, methods of identifying those requiring extra assistance at security, improved wayfinding, familiarisation days, accessible videos and booklets giving information on the journey through the airport, hearing loops and policies on ensuring that such passengers never became separated from carers or accompanying persons.

- A [progress report](#) would be published the following week.
- Similar guidance would be published for airlines in the summer.

38. **Issues raised:**

- A number of ACCs reported positively on the use of lanyard/wristband schemes at their airports but there were some areas of concern about the sensitivity needed about operating such a scheme so as not to appear to “label” those in need of assistance. Passengers should be given the option of deciding whether to wear lanyards etc and whether they needed assistance
- It was confirmed that there was no requirement to pre-notify airports for the hidden disability assistance needed by passengers, although some passengers did choose to advise the airport in advance.

PRM service performance monitoring

39. The performance of individual airports would also be published in the summer (July), though the airports themselves had already been made aware of their rankings. The CAA was seeking to generate greater awareness of the need to provide special assistance especially at overseas airports. The UK was generally considered to be an industry leader in helping to improve such services

40. **Issues raised:**

- The lack of pre-notification for PRM services at some airports remained a problem at some smaller airports in terms of the day to day resourcing of the service.
- Some passengers only recognise that they require assistance when at the airport – they find themselves disabled by the airport environment e.g. unexpected long walking distances. It was important to ensure that passengers who had pre-notified received priority.

41. **Agreed:** that the CAA’s annual monitoring was a good example of a regulator bringing about positive change for passengers.

BORDER FORCE OPERATIONS

42. **Received:** The Secretariat’s paper giving an update. The findings and outcomes of the National Audit Office and the House of Commons Home Affairs Committees reports on the implications of Brexit on Border Force operations highlighted the need for more resource.

43. **Issues raised:**

- The e-gate programme was being rolled out across UK airports. There had been some teething problems with the new technology at some airports but there were also a number of positive stories about the improvement in passenger queuing times.
- Passenger queuing times were an issue for many airports and examples of airports supporting the Border Force operation in queue management was highlighted.
- The biggest issue was with families using the gates as children under 12 years could not use them.
- The identity cards used by a few EU countries caused problems because such passengers could not use the e-gates and had to be processed individually by Border Force officers at the desk.
- All ACCs felt that Border Force’s national queue time performance targets were in need of review.
- Overall, ACCs reported positive relationships with the Border Force team.

MEMBERSHIP OF THE UKACCS LIAISON GROUP

44. **Received:** The Secretariat’s report giving details of the CAA’s 2017 traffic figures and the UKACCS membership subscription bands.

45. **Noted:** The CAA's traffic figures for 2017 revealed that growth had been experienced at all UKACCs member airports except for Belfast City which had experienced a decline in throughput by minus 4%.

46. **Agreed:**

- Cardiff, Exeter and Newquay ACCs should be approached again to become a member of UKACCs.
- The Working Group be asked to consider whether there were any cargo only airports, with a significant number of aircraft movements that should be invited to join UKACCs given the fact that aircraft noise and overflight would still be a problem for communities around such airports.

VENUES FOR FUTURE CONFERENCES

47. It was noted that:

- 2019 – would be held in Inverness on 12 and 13 June.
- 2020 – would take place in Bristol.

VOTE OF THANKS

48. A vote of thanks was extended to Rod Smith, former Chair Heathrow Airport Consultative Committee, for hosting the meeting, and to the team at Heathrow Airport for their generous hospitality in hosting the Annual Meeting. Delegates also paid tribute to Rod for the way in which he had led HACC through a significant transition under his Chairmanship and wished him well in his retirement from the Committee. Delegates looked forward to working with Rachel Cerfontyne, the Chair of the new HCEB.

RETIREMENT

49. Best wishes and thanks were also extended to Tom Wright, Secretary Edinburgh ACC and John Godfrey, Chair Gatwick ACC, who would both be retiring from their positions at the end of 2018. Delegates expressed their gratitude and appreciation for all the time that they had devoted to the work of UKACCs over many years. Their outstanding service, advice and friendship would be greatly missed.

REBECCA COX
UKACCs Secretariat