

**South Yorkshire Joint Authorities
Governance Unit**
Town Hall, Church Street
Barnsley, South Yorkshire S70 2TA.

Our ref: DSACC/AIS

Your ref:

Date: 04 April 2018

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

DONCASTER SHEFFIELD AIRPORT CONSULTATIVE COMMITTEE
THURSDAY 12 APRIL 2018

I write to inform you that the next meeting of the Doncaster Sheffield Airport Consultative Committee will be held on **Thursday 12 April 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.

At the conclusion of the meeting there will be a Member visit to view the extension of the Premium Lounge in the Terminal Building. If you would like to visit the Premium Lounge, please remember to bring your passport with you to the meeting.

The agenda and supporting papers are attached for information.

Yours sincerely



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), Town Councillor Alan Cropley (Bawtry Town Council), 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), Parish Councillor Norma McCarron (Blaxton Parish Council), 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), Councillor Anita Smith (Bassetlaw District Council (Substitute Member)), Yvonne Woodcock (Ex-Officio), Parish Councillor Jennifer Worthington (Cantley with Branton Parish Council) 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

12 APRIL 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 ACC Annual General Meeting held on 25 January 2018	1 - 6
4	Minutes of the ACC Ordinary Meeting held on 25 January 2018	7 – 12
5	Matters Arising	
6	Airport Masterplan and Vision	Verbal
7	Airport Activities Update Report	Verbal
8	Draft Minutes of the Noise Monitoring and Environmental Sub-Committee held on 15 March 2018	13 - 18
9	Any other Business	
10	Date and time of next meeting - Thursday 12 July 2018 at 10:00 am in the Blenheim Meeting Room, Heyford House, Doncaster Sheffield Airport	

At the conclusion of the meeting there will be a visit for Members to view the extension of the Premium Lounge in the Terminal Building.

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Consultative Committee

DONCASTER SHEFFIELD AIRPORT CONSULTATIVE COMMITTEE

ANNUAL GENERAL MEETING

25 JANUARY 2018

PRESENT: Alan Tolhurst OBE (Chair)
A Bosmans (FODSA), R Cooke (Doncaster Sheffield Airport), Councillor S Cox (Doncaster MBC), Town Councillor A Cropley (Bawtry Town Council), Councillor M Greenhalgh (Doncaster MBC), Councillor D Lelliott (Rotherham MBC), Parish Councillor N McCarron (Blaxton Parish Council), Councillor J Milne (West Lindsey District Council), Councillor B Mordue (Doncaster MBC), K Naylor (Doncaster Sheffield Airport), Councillor C Perraton-Williams (Lincolnshire County Council), Councillor M Quigley MBE (Nottinghamshire County Council), Councillor I Saunders (Sheffield City Council), A Shirt (Committee Secretary), Y D Woodcock (Ex-Officio) and Parish Councillor J Worthington (Cantley with Branton Parish Council)

Apologies were received from: P Cole, Councillor M Cooper, M Cotterill, Councillor R Franklin, County Councillor C Pearson, Councillor D Pidwell and M Di Salvatore

1 WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

The Chair welcomed Members to the twelfth Annual General Meeting of Doncaster Sheffield Airport Consultative Committee.

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

2 MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 25 JANUARY 2017

RESOLVED – That the minutes of the Annual General Meeting held on 25 January 2017 be agreed as a correct record.

3 MATTERS ARISING

No matters were noted as arising.

4 CHAIRMAN'S ANNUAL REPORT

Introduction

The Chair commented that preparing an Annual Report was always a challenge, not least to decide what to include given that the Committee consider most national and local key issues at its regular meetings.

Thus, what the Chair had included in his Annual Report would not be new to Members. That said, there were a number of events from 2017 that he wished to report upon.

Brexit

A year ago, much of Members' discussion was on the Referendum result. Over the past twelve months Members continued to speculate on what relationship Britain would have with the EU after Brexit.

Members had wondered about the impact the final agreement would have on the economy and on Aviation. The Committee had tendered the view that Aviation is so important that clarity on the future is urgently required in order to provide much needed reassurance for carriers and airports.

Members had taken the view that balancing aviation growth with negative environmental impacts was one of the greatest challenges facing the sector. Members had also said that delivering a high quality journey experience was crucial, and that safety and security in the air and on the ground are of utmost importance.

However, one year on from the last AGM and the future for aviation is no clearer. And yet, as the Committee had been reminded several times during the year, airlines and travel companies start planning at least 12 months in advance; so they are now looking at plans for 2019 when the UK will no longer be a member of the EU.

At the last ACC meeting, Members had received a DfT briefing on air services agreements. Members had been told that the UK currently has formal agreements with 155 countries and that, when the UK leaves the EU, new arrangements would be required with the 27 EU members and new bilateral arrangements would be necessary with 17 non-EU markets.

While this is a challenging task, the DfT has said its aim is to ensure that at least one year before Brexit, the UK will have reached an understanding with each of the countries involved. But one year before Brexit will be 29 March this year, just two months away!

Travel

Although there are many questions that are left hanging in the air, there are some things of note from 2017.

It had been suggested that air travel is past its peak in profitability, especially on the transatlantic route, and yet, despite the adverse experiences of some, new airlines have been started up in competition with established names. Norwegian and Level are good examples of businesses that are challenging some traditional markets.

As for the cost of air travel, airlines are seeking every opportunity to generate revenue, while keeping base fares as low as possible.

Maybe having to pay extra for food and putting luggage in the hold is reasonable but, fancy, now having to pay more to be able to sit with your family and friends?

Adverse Events

2017 was an interesting year for other reasons.

There was the collapse of Monarch, and who could forget the drama over the Ryanair mismanagement of its pilots' leave schedules, or the pilot and crew strikes, or especially the chaos created by the IT failure at BA when 75 thousand passengers were affected.

And, there remains the vexed question of the level of Air Passenger Duty charged in the UK. As it is, people travelling from the UK face the highest aviation taxes of any significant economy. For example, UK APD is double that of Germany. This must have an impact on the UK competitiveness with mainland Europe airports.

And, what impact will LHR development have on regional airports?

Only last week the first proposals for the new runway at LHR were published with no clear indication on which option is preferred.

Drones

One area for positive development was the consultation on the use of drones.

Committee Members had contributed to the national consultation, and legislation was expected to be introduced in Spring this year with heavy fines being considered for inappropriate use of drones.

Airspace Changes

The consultation of airspace change was another subject on which Members' had commented on. The new system was designed to make the overall process more transparent, although it puts more pressure on airports when preparing change proposals.

The path the Airport followed last year on making limited but, important changes at DSA was an example of the thoroughness the consultation process requires. The ACC was kept fully in the picture on the impact of the proposals and, as a result there was a good response to the consultation.

Cargo/Freight

Turning to look more closely at the local scene, it was good to hear during the year that freight operations continued to grow and that, in the first half of the 2017/18 financial year, 3,500 tonnes of cargo had been processed through DSA, which was more than in the whole of 2016.

The partnership contract with Network Airline Management for weekly scheduled flights was a real coup for DSA management, as was securing the second scheduled fruit and vegetable service.

Furthermore, Hangar 1 was being developed to provide an improved through freight handling service, which adds to making DSA one of the most user-friendly freight airports.

Passengers

Committee Members were pleased to note that passenger numbers had increased during the year, and Steve Gill's prediction that passenger throughput would grow to 8 million a year by 2037 was most welcome.

DSA was again rated in the Which? magazine by passengers as the best small airport in the UK. The study into the development of a rail loop off the East Coast mainline must surely serve to increase attractiveness of DSA to airlines and passengers.

PRM

It was good to hear that DSA had been assessed in the 'Good' category for the measures taken to cater for passengers with disabilities. As part of its monitoring role, the Committee had an excellent briefing on the facilities at DSA and the changes being made.

The Committee welcomed the aim of moving from the 'Good' category to the 'Very Good'.

Vulcan

The year ended with the news that planning permission had been granted for the development of the new Heritage Hangar and Visitor Centre based upon the Vulcan. It was good to know that the aircraft would remain at DSA where it has such strong connections.

The new Heritage Hangar and Visitor Centre would be an education and tourist attraction and would hopefully trigger young people's interest in engineering and aviation.

Community Investment Fund

One item which generated much discussion in the year was application of the Peel Community Investment Fund. The Committee had heard that the nature of the Fund had changed over the years and, after much debate, a revised version of the Fund conditions was produced.

Committee Membership

Aviation and environmental issues are becoming more specialised and are usually outside the immediate knowledge base of most Committee Members. The briefings received during the year on the proposed airspace changes at DSA were prime examples of the complex nature of aviation operations which Members have to consider.

As Members have become more familiar with aviation terms, concepts and their ability to add value has increased, which has been to the benefit of the airport operator and those affected by operations at DSA.

But, if Members are to continue to have an influence it is important that membership of the Committees are as stable as possible.

The Chair therefore, reminded everyone of the importance of regular attendance at meetings and asked Members to stress on their respective organisations the need to keep membership changes as few as possible.

Conclusion

The Chair rounded up his Annual Report by thanking Members for their continued support of the Committee.

On behalf of the Committee, the Chair thanked Steve Gill and his colleagues for their openness about operations at DSA and their willingness to engage with local communities.

The Chair gave a special mention to the Committee's Secretary, Andrew, who had kept Members on the straight and narrow and, without whom the Committee could not function.

Y Woodcock, on behalf of all Members thanked A Tolhurst for his Annual Report and his continued work on behalf of the Airport Consultative Committee.

RESOLVED – That the Chair's Annual Report be noted.

5 ANNUAL MEMBERSHIP UPDATE

A report of the Committee Secretary was presented setting out the current membership of the Airport Consultative Committee and the Noise Monitoring and Environmental Sub-Committee.

RESOLVED – That the Committee notes the current membership of the Airport Consultative Committee and Noise Monitoring and Environmental Sub-Committee.

6 DONCASTER SHEFFIELD AIRPORT CONSULTATIVE COMMITTEE'S CONSTITUTION UPDATE

A revised version of the Committee's Constitution was presented for Members' approval. A new paragraph had been added to the Constitution setting out the procedure that would be adopted to allocate three representatives from the Noise Monitoring and Environmental Sub-Committee to the ACC.

On a separate issue, Parish Councillor McCarron commented that, in her opinion a number of the duties listed in the Noise Monitoring and Environmental Sub-Committee's terms of reference were not being discussed at meetings.

A Tolhurst asked Parish Councillor McCarron to forward her concerns onto him for addressing. **ACTION: Parish Cllr McCarron / A Tolhurst / K Naylor**

RESOLVED – That the Committee agrees to adopt the updated Constitution presented at today's meeting.

7 SCHEDULE OF MEETINGS 2018

RESOLVED – That the following schedule of meetings be agreed:-

Airport Consultative Committee

Thursday 25 January 2018 (AGM and Ordinary)

Thursday 12 April 2018

Thursday 12 July 2018

Thursday 18 October 2018

Noise Monitoring and Environmental Sub-Committee

Thursday 15 March 2018

Thursday 28 June 2018

Thursday 13 September 2018

Thursday 6 December 2018

All meetings will commence at 10:00 am in the Blenheim meeting room in Heyford House, Doncaster Sheffield Airport, unless stated otherwise.

CHAIR

Consultative Committee

DONCASTER SHEFFIELD AIRPORT CONSULTATIVE COMMITTEE

ORDINARY MEETING

25 JANUARY 2018

PRESENT: Alan Tolhurst OBE (Chair)
A Bosmans (FODSA), R Cooke (Doncaster Sheffield Airport), Councillor S Cox (Doncaster MBC), Town Councillor A Cropley (Bawtry Town Council), Councillor M Greenhalgh (Doncaster MBC), Councillor D Lelliott (Rotherham MBC), Parish Councillor N McCarron (Blaxton Parish Council), Councillor J Milne (West Lindsey District Council), Councillor B Mordue (Doncaster MBC), K Naylor (Doncaster Sheffield Airport), Councillor C Perraton-Williams (Lincolnshire County Council), Councillor M Quigley MBE (Nottinghamshire County Council), Councillor I Saunders (Sheffield City Council), A Shirt (Committee Secretary), Y D Woodcock (Ex-Officio) and Parish Councillor J Worthington (Cantley with Branton Parish Council)

Apologies were received from: P Cole, Councillor M Cooper, M Cotterill, Councillor R Franklin, County Councillor C Pearson, Councillor D Pidwell and M Di Salvatore

1 WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

A Tolhurst welcomed everyone to the Ordinary meeting of the Airport Consultative Committee (ACC).

Apologies for absence were noted as above.

2 ANNOUNCEMENTS

There were no announcements.

3 MINUTES OF THE MEETING HELD ON 19 OCTOBER 2017

RESOLVED – That the minutes of the ACC meeting held on 19 October 2017 be agreed as a correct record.

4 MATTERS ARISING

i) DSA's New Master Plan

Members were informed that the new Master Plan would be published on the DSA website around March / April 2018 for public consultation.

5 AIRPORT ACTIVITIES UPDATE REPORT

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

- From 1st April to 31st December 2017, 1.3 million passengers had travelled from DSA.
- In the period 1st December to 31st December 2017, there had been a 2.4% growth in passenger numbers compared to the same period in 2016.
- Passenger numbers were beginning to steady; during December 2017, passenger numbers were down by 3%, mainly due to reductions in capacity by Wizz Air, post-Brexit. Although, there had been 8.9% growth in passenger numbers reported by Wizz Air.
- Flybe operations continued to perform very well, with a 4.3% increase in passenger numbers year-on-year.
- Flybe would be making changes to the aircrafts operated from DSA with the introduction of Embraer 125 aircrafts.
- TUI had added three new routes to its summer 2018 schedule to Kefalonia, Naples and Antalya.
- The Aviation Development Team at DSA continued to work with carriers regarding future opportunities at DSA.
- From 1st April 2017 to 31st December 2017, there had been a 7.5% decline in cargo transported from DSA. It was explained that the decline was due to DHL operations being handled by DSA in November/December 2016, whilst the runway at East Midlands Airport was being re-surfaced.
- Overall cargo operations were up by 3.2% year-on-year.
- DSA had secured two scheduled cargo contracts, with a third contract looking very likely in the next few days.
- Throughout January 2018 there had been a large number of Antonov AN 12 movements from DSA shipping car parts to Gothenburg.
- DSA's revised Master Plan was currently being finalised and would be published early into the 2018/19 financial year.
- Improvement works funded by the Local Enterprise Partnership Cargo Project, were almost complete on the Northern remote stands and taxiways of the runway. High-mass LED lighting had now been installed on the runway.
- The 2nd phase of the Local Enterprise Partnership Cargo Project was to re-configure and develop Hangar 1 to provide an improved through freight handling service.

- Development works had now commenced to extend the Airport's Premium Lounge to create extra capacity. The Premium Lounge would re-open to passengers in March 2018.
- Planning permission had recently been granted by Doncaster MBC to the Vulcan to the Sky Trust for the development of a new Heritage Hangar and Visitor Centre housing the Vulcan.
- A project was scheduled to commence shortly to widen the engine test bay area and to create an access road to enable access for larger aircrafts and trucks etc.
- Following the recent announcement that Carillion (main site contractor for the second and final phase of the Great Yorkshire Way) had entered into liquidation, discussions and negotiations had taken place with all partners, and it had been confirmed that Tarmac would become the sole and main contractor for the scheme which would complete the direct link to DSA from the motorway network at Junction 3 of the M18.
- Public consultation on proposed changes to the airspace around DSA had officially closed on 22 December 2017. The following key points were noted:-
 - 50% of responders were in support of the proposals;
 - 25% of responders had no comments or no objections to the proposals; and
 - 25% of responders objected to the proposals.

DSA were currently in the process of analysing all responses submitted and compiling a report on the consultation. DSA would then compile a formal Airspace Change Proposal (ACP) for submission to the Civil Aviation Authority (CAA), together with the proposed procedure designs in late February 2018.

The CAA would then assess the ACP in accordance with the Civil Aviation Publication 725 and the procedure designs in accordance with the provisions set out in Civil Aviation Publications 778 and 785. A regulatory decision on the ACP was expected in June 2018.

If the CAA approved the ACP and the associated procedure designs, DSA would then anticipate the procedures would be promulgated in the UK Aeronautical Information Publication for implementation around November / December 2018.

Members were thanked for submitted their responses and for publicising the consultation to their respective organisations.

Following a question from Councillor Quigley MBE, R Cooke outlined the process undertaken by DSA's Aviation Development Team to attract airlines to DSA.

RESOLVED – That the update be noted.

6 COMMUNITY INVESTMENT FUND UPDATE

K Naylor reported that, following concerns raised by Members of the Noise Monitoring and Environmental Sub-Committee, the criteria for the Community Investment Fund had been revised and consulted upon with Members of the Sub-Committee to take account of their concerns.

The Committee was informed that three applications held in abeyance last year, had now been assessed against the new funding criteria and a decision had been made to support all three applications from the Community Investment Fund.

It was also reported that the budget for the 2017/18 Community Investment Fund was now fully committed. A total of five projects had been supported by DSA in 2017/18.

RESOLVED – That the update be noted.

7 DRAFT MINUTES OF THE NOISE MONITORING AND ENVIRONMENTAL SUB-COMMITTEE HELD ON 7 DECEMBER 2017

The draft minutes of the Noise Monitoring and Environmental Sub-Committee held on 7 December 2017 were presented for Members' information.

RESOLVED – That the draft minutes of the Noise Monitoring and Environmental Sub-Committee held on 7 December 2017 be noted.

8 ANY OTHER BUSINESS

i) Drones

The Committee noted that the Government had announced plans to publish drone / UAV legislation in Spring 2018, to deliver some of the key measures set out in its July 2017 consultation response.

On a related matter, Parish Councillor McCarron reported that she had recently tried to report the sighting of a drone in Blaxton to the Airport, without success.

R Cooke agreed to investigate with Air Traffic Control. **ACTION: R Cooke**

ii) Passengers with Reduced Mobility (PRM) Accessibility Open Day – Monday 5 February 2018

K Naylor reported that DSA would be hosting a PRM Accessibility Open Day on Monday 5 February 2018 for groups and individuals who are interested in finding out more about accessibility at the airport. **ACTION: K Naylor / A Shirt to forward further details regarding the Open Day onto Members.**

Post meeting note – the PRM Accessibility Open Day scheduled for Monday 5 February 2018, has been rescheduled to Monday 26 March 2018.

iii) ACC Member Visits to Observe Airport Operations

A Tolhurst reported that the Airport would be arranging for Members to receive a tour of the airfield, terminal building and cargo hangar during the forthcoming year.

9 DATE AND TIME OF NEXT MEETING

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

CHAIR

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Consultative Committee

DONCASTER SHEFFIELD AIRPORT CONSULTATIVE COMMITTEE

NOISE MONITORING AND ENVIRONMENTAL SUB-COMMITTEE

15 MARCH 2018

PRESENT: A Tolhurst OBE (in the Chair)

A Bosmans (FODSA), Town Councillor N Cannings (Tickhill Town Council), P Cole (Office of Caroline Flint, MP), R Cooke (Doncaster Sheffield Airport), Town Councillor A Cropley (Bawtry Town Council), Parish Councillor P Edwards (Misson Parish Council), Parish Councillor N McCarron (Blaxton Parish Council), K Naylor (Doncaster Sheffield Airport), Parish Councillor S Petherbridge (Blyth Parish Council (Substitute Member)), A Shirt (Committee Secretary), K Stow (Peel Group), Parish Councillor I Swainston (Auckley Parish Council), Parish Councillor B Worsfold (Finningley Parish Council (Substitute Member)) and Parish Councillor J Worthington (Cantley with Branton Parish Council)

Apologies for absence were received from Parish Councillor R Brown (Blyth Parish Council), Councillor M Cooper (Doncaster MBC), Councillor S Cox (Doncaster MBC), Parish Councillor S Crawford (Austerfield Parish Council), Councillor L Curran (Doncaster MBC), J Davies (Doncaster MBC), Councillor Councillor M Greenhalgh (Doncaster MBC), G Levett (Doncaster MBC), S Racjan (Doncaster MBC) and Parish Councillor C Sheriff (Finningley Parish Council)

1 WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

A Tolhurst welcomed everyone to the March meeting of the Noise Monitoring and Environmental Sub-Committee. An extended welcome went to Parish Councillor Bill Worsfold, Substitute Member for Finningley Parish Council and to Kate Stow, Head of Marketing and Communications at the Peel Group.

Members were informed that Kate had been invited to today's meeting to provide Members with details on the launch of DSA's Vision and Masterplan 2018-2037.

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

2 ANNOUNCEMENTS

A Tolhurst informed Members that, Parish Councillor Sherriff (Finningley Parish Council) had made the decision to reduce her working commitments and would be stepping-down from the Committee due to personal reasons. It was understood that Finningley Parish Council would be electing a replacement representative to sit on the Committee in due course.

The Committee wished Parish Councillor Sheriff all the best for the future.

3 MINUTES OF THE NOISE MONITORING AND ENVIRONMENTAL SUB-COMMITTEE HELD ON 7 DECEMBER 2017

RESOLVED – That the minutes of the Noise Monitoring and Environmental Sub-Committee held on 7 December 2017 be agreed as a correct record.

4 MATTERS ARISING

i) Glossary of Aviation Acronyms

It was confirmed that a glossary of aviation acronyms had been sent out to Members electronically on 7 December 2017.

ii) Query from Blaxton Parishioner

K Naylor confirmed that she had emailed Parish Councillor McCarron with further details regarding the query raised by a Blaxton Parishioner following the December meeting.

Parish Councillor McCarron reported that she had not received the information.

ACTION: K Naylor to re-send information to Parish Councillor McCarron.

5 DSA'S VISION & MASTERPLAN 2018 - 2037

K Stow informed Members that the Airport's Vision and Masterplan public consultation would be officially launched at a stakeholder event scheduled for Wednesday 21st March 2018, 3pm – 5pm in the DSA Terminal Building.

Members were provided with a summary of the key highlights contained within the Masterplan which provided detail of the airport's planned growth and site development plans up to 2037.

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

A significant part of the Airport's Vision document included details on the development of a case for an East Coast Mainline (ECML) station at the airport.

It was noted that public consultation would take place over an 8 week period, with a number of drop-in events scheduled across the county. Members were asked to respond to the consultation questions (to be published on the DSA website on 21 March 2018).

As key representatives for the region, Members were invited to attend the stakeholder event to hear about this significant project and to give their support to its delivery.

It was noted that attendees would also hear from Transport for the North (TfN) on their Strategic Transport Plan and the role of DSA in its delivery.

It was agreed that further details regarding the event would be circulated to Members by email after today's meeting. **ACTION: A Shirt**

A Tolhurst thanked K Stow for the briefing.

RESOLVED – That the update be noted.

6 AIRPORT ACTIVITIES UPDATE REPORT

R Cooke provided the Committee with an update on Airport Activities. In summary it was reported that:-

- Passenger numbers in the current financial year (April 2017 to March 2018) had been the best year ever for DSA, with 1.23 million passengers using the Airport.
- During February 2018, overall passenger numbers were down by 16%, this had been driven by changes to the Flybe network and significant adjustments made by the airline. In comparison to February 2017, passenger numbers in February 2018 were up by 1%.
- Looking forward to the 2018/19 financial year, DSA were projecting that 1.2 million passengers would pass through the Airport.
- The first phase of the Local Enterprise Partnership's (LEP) Cargo Project, to widen the runway taxiway fillets and install high mass lighting was now complete. The second phase of the Cargo Project had commenced to re-configure and develop Hangar 1 to provide an improved through freight handling service. Works were scheduled to be completed by the end of April 2018.
- Following consultation, it had been agreed that cargo operations would be in-sourced by DSA to allow additional control and oversight of operations.
- DSA had secured three scheduled cargo contracts, with a number of ad-hoc cargo flights being handled by DSA.
- A project was almost complete to widen the engine test bay area. Widening the engine test bay area would allow DSA to become one of five UK Airports where diversion aircrafts could be sent.
- Following a tender exercise, a decision had been taken by DSA to in-source its fixed based operations currently carried out by an external provider.
- Development works to extend the Airport's Premium Lounge to create extra capacity were almost complete. The Premium Lounge would re-open to passengers in April 2018.
- Completion of the FARRRS link road to connect the Great Yorkshire Way from the A638 Bawtry Road / Great North Road to a new roundabout on Hurst Lane was scheduled to be completed at the end of April / beginning of May 2018.

- DSA's car parking 'Meet and Greet' service continued to be very popular with passengers.

RESOLVED – That the update be noted.

7 AIR TRANSPORT MOVEMENTS AND QUIET OPERATIONS POLICY REPORT - NOVEMBER 2017 TO FEBRUARY 2018

The Committee received a presentation from K Naylor regarding the Air Transport Movements and Quiet Operations Policy report for the period 1st November 2017 to 28th February 2018.

a) Air Transport Movements

The presentation reported on the following:-

- i) The number and type of aircraft movements from 1st November 2017 to 28th February 2018.
- ii) The number of arrivals and departures on each runway from 1st November 2017 to 28th February 2018.
- iii) The number of arrivals and departures on each runway from April 2005 to February 2018.

b) Quiet Operations Policy Report

The presentation reported on the following:-

- i) The number of complaints received by DSA from 1st November 2017 to 28th February 2018 amounted to 69 complaints. The vast majority of the complaints received by DSA related to training flights or arrivals on runway 20.
- ii) The number and type of complaints for the period November 2017 to February 2018.
- iii) The number of complaints and individuals for November 2017 to February 2018.
 - From 1st November to 30 November 2017, DSA received 34 complaints from 16 individuals.
 - From 1st December to 31st December 2017, DSA received 19 complaints from 7 individuals.
 - From 1st January to 31st January 2018, DSA received 14 complaints from 7 individuals.
 - From 1st February to 28th February 2018, DSA received 2 complaints from 2 individuals.

- iv) The number of complaints and individuals from each area from 1st November 2017 to 28th February 2018.
- v) The percentage of total complaints from each area from 1st November 2017 to 28th February 2018.
- vi) The number of complaints and comparison figures of 2016 and 2017 for November to February.
- vii) DSA's annual number of complaints and total movements from 2005 to 2018.
- viii) The number of night time departures from Runway 20 for the period November 2017 to February 2018.
- ix) The number of non-NPR aircraft departures from November 2017 to February 2018.
- x) The number of Quota Count Points (QCP) used and QCP Limits from April 2005 to February 2018.
- xi) The number of Quota Count 4 Movements from November 2010 to February 2018.
- xii) The number of Engine Tests for the November 2017 to February 2018 period.

RESOLVED – That the presentation be noted.

8 COMMUNITY INVESTMENT FUND

K Naylor reported that the Community Investment Fund criteria had now been revised following consultation with Members. The new funding criteria would shortly be uploaded to the DSA website with Parish and Town Council Clerks informed of the new criteria.

The Committee was informed that three applications held in abeyance last year, had now been assessed against the new funding criteria and a decision had been made to support all three applications from the Community Investment Fund.

The budget for the 2017/18 Community Investment Fund was now fully committed. A total of five projects had been supported by DSA in 2017/18.

Confirmation regarding the 2018/19 budget allocation for the Community Investment Fund was currently awaited by K Naylor.

RESOLVED – That the update be noted.

9 FEEDBACK FROM SUB-COMMITTEE MEMBERS

A Tolhurst invited Members to share any feedback from their Parish and Town Councils in relation to any Airport operations.

Parish Councillor Worsfold stated that a Finningley resident had reported that he was often being disturbed at night by the sound of bleeping coming from reserving sensors on ground vehicles operating at DSA. **ACTION: R Cooke agreed to investigate.**

10 ELECTION OF ACC MEMBERSHIP

A Tolhurst reminded Members that, in accordance with paragraph 8 of the Airport Consultative Committee's Constitution, an election was required to be undertaken to fill three places on the Airport Consultative Committee from Parish and Town Council representatives of the Noise Monitoring and Environmental Sub-Committee for the 2018 calendar year.

Following receipt of four applications, Members present at today's meeting were all asked to individually complete a voting slip with their three chosen representatives.

Completed voting slips were then counted and verified by K Naylor.

RESOLVED – That Councillors Cropley, McCarron and Worthington be elected to fill the three places on Airport Consultative Committee for the 2018 calendar year.

11 ANY OTHER BUSINESS

i) Airport's Vision and Masterplan

A Tolhurst asked Members to support the Airport's Vision and Masterplan and to report back to their Parish and Town Councils that public consultation would be taking place.

Members asked if there would be any coverage in the press regarding the launch of the Airport's Vision and Masterplan. Additionally, Members asked if they could be provided with information on the Vision and Masterplan consultation that could be uploaded to Parish and Town Council websites and social media pages.

A Tolhurst stated that he would raise these questions with K Stow. **ACTION: A Tolhurst**

12 DATE AND TIME OF NEXT MEETING

RESOLVED – That the next meeting of the Noise Monitoring and Environmental Sub-Committee be held on Thursday 28 June 2018 at 10:00 am in the Blenheim meeting room, Heyford House, Doncaster Sheffield Airport.

CHAIR