

**DRAFT MINUTES OF THE MEETING OF THE
BRISTOL AIRPORT CONSULTATIVE COMMITTEE
HELD IN THE BRISTOL ROOM AT BRISTOL AIRPORT
ON WEDNESDAY 31st JULY 2013**

Meeting commenced: 2.30 p.m.

Meeting concluded: 4.25p.m.

Present:

Jeremy Gall	Chairman
Peter Taplin	Vice-Chairman (SW Region and Bristol TUC)
Simon Spooner	CBI
Robert Durie	GWE Business West
Councillor Colin Smith	Bristol City Council
Councillor Peter Edwards	Bath and North East Somerset Council
Councillor Roz Willis	Weston-super-Mare Town Council
Councillor Tony Heaford	Chew Valley Cluster of Parishes
Councillor Hilary Burn	Cleeve Parish Council
Councillor Basil Bucknell	Backwell Parish Council
Councillor Peter Etheridge	Winford Parish Council
Councillor David Glynn	Wroughton Parish Council
Councillor Jane Gill	Yatton Parish Council
Richard Kent	Head of Development Mgt (inc. Tourism)
	North Somerset Council
Robert Sinclair	Chief Executive, Bristol Airport

Also in attendance:

Alan Davies, Planning & Environment Director, Bristol Airport
James Gore, Head of Communications, Bristol Airport
Jacqui Mills, Public Relations Manager, Bristol Airport
Mike Littleton, Community Relations Manager, Bristol Airport
Chris Ware, Head of Security, Bristol Airport
Jez Daniels, Head of Safety and Compliance, Bristol Airport
Inspector Barney Gardom, Avon and Somerset Police
Vicky Brice, Secretary

1451. ELECTION OF CHAIRMAN 2013-2016

Alan Davies introduced Councillor Jeremy Gall who had expressed an interest in standing as Chairman of the Committee and had met airport management to discuss the role. He met the requirements of the constitution and advised that he would view the role as an interesting and exciting opportunity.

Councillor Jeremy Gall, of Axbridge Town Council, was nominated as Chairman of the Committee. No other nominations were forthcoming. Under the constitution, the Chairman is elected for a three year period.

RESOLVED: that Councillor Jeremy Gall be elected as Chairman of the Bristol Airport Consultative Committee for 2013-2016.

1452. MEMBERSHIP OF THE COMMITTEE 2013/14

Members received a list showing the current membership for 2013/14. It was noted that the role of Richard Kent who had been attending as a local authority representative did include tourism and he would now be named as the local authority officer concerned with tourism promotion

RESOLVED: that the Membership of the Committee be approved with the addition of Richard Kent's name as the officer involved with tourism (a copy of which is included in the minute book).

1453. APOLOGIES FOR ABSENCE

Apologies for absence were received from Stephen Grove (ABTA/GTMC) and Councillor Gill Patch (Winford Parish Council).

1454. DECLARATIONS OF INTEREST FOR LOCAL AUTHORITY ELECTED MEMBERS

No declarations of interest were submitted by local authority elected members at this meeting.

1455. ELECTION OF VICE-CHAIRMAN FOR 2013/14

Councillor Peter Taplin was nominated to continue as Vice-Chairman. No other nominations were forthcoming. Under the constitution, the Vice-Chairman was elected at the annual meeting and held office until the next annual meeting.

RESOLVED: that Councillor Peter Taplin be elected as Vice-Chairman for 2013/14

1456. APPOINTMENT OF SECRETARY FOR 2013/14

Mrs Vicky Brice was happy to continue as Secretary for 2013/14.

RESOLVED: that Mrs Vicky Brice be appointed as Secretary for 2013/14.

1457. CONSTITUTION

Members received a copy for the Committee's Constitution.

RESOLVED: that the Committee's Constitution as circulated with the agenda papers be noted – a copy of which is filed in the minute book.

1458. DATES AND TIMES OF MEETING OF THE CONSULTATIVE COMMITTEE FOR 2013/14

RESOLVED: that meetings be held at 2.30pm in the Bristol Room, Bristol Airport, on the following dates:

- Wednesday 23rd October 2013

- Wednesday 29th January 2014
- Wednesday 30th April 2014
- Wednesday 30th July 2014 (AGM)

1459. MINUTES – 1st MAY 2013

a) Confirmation of Accuracy

The minutes of the meeting of the Airport Consultative Committee held on 1st May 2013, copies of which had been previously circulated, were submitted for approval and adoption. The Secretary advised that the name of the police representative accompanying Inspector Gardom was Mick Parminter.

Councillor Burns considered that reference had been made to the Dreamliner flying at night. This was discussed as a matter arising (minute 1459(b) refers).

RESOLVED: that the minutes of the meeting held on 1st May 2013 be confirmed as a correct record and be signed by the Chairman subject to correcting the name of the police representative as set out above.

b) Matters arising

Boeing 787 Dreamliner – In response to the query raised by Councillor Mrs Burn airport management advised that it was too early to know whether the Dreamliner would fly at night but that it could do. Management considered that the aircraft was a quieter and more fuel efficient aircraft than its predecessor and would be seeking information from Birmingham Airport where Air India were due to commence 787 operations shortly.

Defibrillator, Wrington (minute 1445) – Management clarified that no application for a community defibrillator had been made to the fund by a local parish so the committee had yet to form a view as to whether a community defibrillator was an appropriate use of the fund. In response to a question, officers confirmed that if an application was forthcoming it would be considered and determined by the Committee.

Cardiff Airport (minute 1438(e)) - In response to a question, management advised that there was no further update in relation to Cardiff Airport but that the situation would continue to be monitored. This would remain as an item on the Committee's agenda. The UK Government's response to the Silk Commission recommendations on air passenger duty had been deferred pending a consultation on the devolution of stamp duty land tax.

1460. APPOINTMENT OF REPRESENTATIVE TO SERVE ON THE AIRPORT'S TRANSPORT FORUM

Members received a report outlining the role and membership of the forum which considered the Surface Access Strategy. The current representative, Councillor Roz Willis, was happy to continue in this role. No other nominations were forthcoming.

RESOLVED: that Councillor Roz Willis be appointed to serve on the Airport's Transport Forum for 2013/14.

1461. REPORT OF THE COMMITTEE'S REPRESENTATIVE ON THE AIRPORT'S TRANSPORT FORUM 2013/2014

The representative had been unable to prepare a report, having missed the last meeting due to ill-health so the minutes of the last meeting held on 15th May 2013 had been included in the agenda papers.

RESOLVED: that the minutes be noted.

1462. BRISTOL AIRPORT'S SURFACE ACCESS STRATEGY – ANNUAL PROGRESS REPORT 2012/13

This report provided an overview of progress achieved in relation to the Surface Access Strategy. Councillor Burn advised she would request North Somerset Council to put the Staff Travel Plan on their website. Management advised that the Strategy was the start of a new five year cycle and that performance against targets would now be included in future reports. The imminent temporary closure of the B3130 through Barrow Gurney was discussed.

RESOLVED: that the report be noted

1463. PRESENTATION – P-RNAV REPLICATIONS CONSULTATION

Members received a presentation by Mr Jez Daniels, Head of Safety and Compliance, Bristol Airport, outlining the airport's proposal to implement RNAV aircraft approaches from the south. This is an operational procedure which is being introduced as part of wider plans to modernize UK airspace which makes use of the latest navigation technology on board aircraft to allow aircraft to fly a more predictable route and provide environmental and safety benefits. The proposal was concerned with replicating the current approach routes from the south to runways 09 and 27. The presentation illustrated the proposed flight paths and explained the expected impacts. It was noted that there would be no impact on residents living immediately next to the airport from this proposal, but there should be benefits for communities a little further away from increased use of continuous descent approaches. Improved navigational accuracy would result in more concentration of flights along the approach route. There were no plans at present to change departure routes/systems, approaches from the north and the proposal would not affect runway capacity – it was a more accurate standard of navigation and this approach would increasingly be used by airports in the future. The full consultation document was made available at the meeting and the Committee was a key consultee. The online link to the document was provided on page 19 and it was suggested this link be sent to local parishes. Members considered how best to respond within the consultation.

RESOLVED:

- 1) that a working party, consisting of Councillors Hilary Burn, David Glynn, Tony Heaford and Roz Willis meet with airport management to discuss this consultation in more detail; and
- 2) that the working party report back to the Committee at its next meeting to enable the Committee to respond to the consultation by 31st October 2013.

1464. QUESTION TO THE AIRPORT MANAGEMENT

Two questions had been submitted to the Airport Management by Backwell Parish Council expressing concern at the length of the walkway and seeking confirmation regarding the installation of the acoustic barrier. The replies were tabled at the meeting, a copy of which is inserted in the Minute Book. Members also received details of concerns raised by a resident in Yatton regarding flights over Mendip Road. Management gave a presentation detailing the flight tracks over Mendip Road, Yatton and considered that the aircraft had been in the right place, in accordance with procedures. However, management agreed to place the portable noise monitor on the resident's property.

RESOLVED: that the questions and the replies be noted.

1465. CHIEF EXECUTIVE'S REPORT

The Chief Executive presented his report. The following key points were noted.

a) Overview of Current Activities

The airport had seen record passenger numbers for June 2013 and all key processes were operating reasonably well during this busy time. Reference was also made to the Battle of Britain memorial flight of the Spitfire, Hurricane and Lancaster planes.

b) Passenger Experience Improvements

There had been a number of small enhancements to the car park and a number of changes to Ryanair's schedule which had meant that flights were more evenly spread over the day. Bristol Airport had been ranked 2nd out of the 12 UK airports for its passenger satisfaction in a recent survey and 7th out of the 71 airports in Europe – which was an excellent result. The new executive lounge had been well received and reference was made to Routes conferences in Budapest and Las Vegas.

c) Capital Projects

The new Central Walkway plans were progressing. In response to a question, it was noted there were no plans in the short term to install a travellator in the existing Walkway but assistance would continue to be available upon request. Plans to construct the Central Walkway should address concerns raised by a member about passengers waiting in the cold. The new control centre had opened, providing a good working environment.

d) New Routes for 2012/13

There had been a number of new routes including Bristol-Hanover. The Mayor of Hanover had been on the first flight and had been welcomed by the Lord Mayor of Bristol. This new route was particularly timely, given the forthcoming 300th anniversary of the accession of the Hanoverian, George I, to the British throne. Other new routes included those to Frankfurt, Corsica, Crete and Szczecin in Poland. There were no imminent plans for a New York flight.

1466. PLANNING MATTERS – UPDATE

Members received a report updating on the central walkway and gate-lounge reserved matters and planning conditions and a proposed hangar development and relocation of the Bristol and Wessex Aeroplane Club. An update and newsletter on the South Bristol Link was also received.

1467. POLICING AT THE AIRPORT

Inspector Barney Gardom advised that the terrorism threat remained at substantial and that 23 crimes had been committed, with no crimes relating to motor vehicle theft. He highlighted a couple of incidents which showed how police training had identified potential issues of concern and referred to a couple of events which had benefited from police attendance. Members noted that the police cadet visit to the airport had been very well received.

RESOLVED: that the information be noted.

1468. STATISTICS

a) Passenger

The Committee received a report, a copy of which is inserted in the Minute Book, setting out comparable passenger statistics for 1st January 2013 - 30th June 2013 with the same period last year.

[Post meeting note: a corrected copy of the statistics report is attached to the minutes.]

b) Aircraft Movements

The Committee received a report, a copy of which is inserted in the Minute Book, setting out comparable aircraft movements for 1st January 2013 - 30th June 2013 with the same period last year.

c) Flyer Volumes

The Committee received a graph, a copy of which is inserted in the Minute Book, setting out the total passenger volumes for the Bristol Flyer Service for the

period January 2003 to June 2013.

RESOLVED: that the reports and graph be noted.

1469. 2012 OPERATIONS MONITORING REPORT

Members received a report providing statistical information on the operational activities of the airport, and their impacts, during 2012. As this report had been tabled at the meeting, it was agreed that this would be an agenda item at the next meeting, to enable members to ask any questions.

1470. NOISE MANAGEMENT

The Committee received report on noise management including a noise map for 1 April 2013 – 30th June 2013. There had been 34 complaints, the majority of which had been reported from Cleve, Weston-super-Mare and Pensford areas. In response to a comment, management agreed that, where relevant, complaints be categorised as “background noise” rather than “day noise”.

RESOLVED: that the report be noted.

1471. SERVICE QUALITY REPORT

The Committee received a report, a copy of which is inserted in the Minute Book, identifying customer feedback and complaints on services provided by the Airport for the period April - June 2013. The number of complaints had risen during June 2013 but still only represented one complaint per 8,934 passengers which was extremely good when compared to other airports. The large passenger numbers had, in particular, led to complaints about assisted service provision.

RESOLVED: that the report be noted.

1472. PEOPLE UPDATE

The Committee received a report, a copy of which is inserted in the Minute Book, updating on a variety of initiatives including Young Enterprise, training, careers fairs and recruitment.

RESOLVED: that the report be noted.

1473. BRISTOL AIRPORT LOCAL COMMUNITY FUND

The Committee received the draft minutes of the meeting held on 21st June 2013. A total of over £41,459 had been donated to 14 local projects so far during 2013. The date of the next meeting had been brought forward to Thursday 19th September 2013, which also meant that applications would need to be submitted earlier than planned. Management apologised for the short

notice, but would try to be flexible on the deadline for submissions. It was noted that any funds not spent during 2013 would roll over to the next year. Management noted the request from a member that names of individuals making noise insulation applications be recorded in the minutes. This would be a matter for the Management Committee but it may not be appropriate to do so. It was also noted that the detail of the application of the policy for assessing noise insulation funding requests in the light of recent enquiries from residents was under consideration. There were representatives of local parishes on the Management Committee and their views would be taken into account. Residents who had applied previously, may be able to re-apply – depending on the policy determined by the Management Committee. The position of Councillor Tall on this committee was noted – the representatives were appointed annually by North Somerset Council.

RESOLVED: that the minutes of this meeting held on 21st June 2013 be noted.

1474. BRS PRESS RELEASES

The Committee received copies of BRS press releases issued between 19th April – 9th July 2013, copies of which are inserted in the Minute Book.

RESOLVED: that the BRS press releases be noted.

1475. MINUTES – ENVIRONMENTAL EFFECTS WORKING PARTY

The Committee received the Minutes of the last meeting of the Environmental Effects Working Party held on 10th July 2013, a copy of which is inserted in the Minute Book, including a summary report and noise monitoring data.

RESOLVED: that the Minutes of the Environmental Effects Working Party held on 10th July 2013 be noted.

1476. ITEMS OF GENERAL INTEREST

The Committee received a report of the Secretary updating members on various consultations and matters of interest. A summary of the annual meeting between UK Airport Consultative Committees was also included.

Members considered, in particular, the Civil Aviation Authority's consultation document: "Better Information about UK Aviation: Consultation on the CAA's new publication duties" on which the Committee's views were sought. The executive summary and notes from a stakeholders meeting were made available to members. Members did not have anything further to add and were happy for the UK Airport Consultative Committee secretariat to respond on its behalf. A survey was available on-line should members wish to respond individually. Members' attention was also drawn to the Government's consultation on guidance to the Civil Aviation Authority on environmental objectives relating to the exercise of its air navigation functions, which may be of particular interest to the working group looking at the RNAV proposal.

RESOLVED: that the report be noted.

1477. ANY OTHER BUSINESS

The Chairman indicated that he would like to take a photograph of committee members, subject to their agreement.

1478. DATE OF NEXT MEETING

The next meeting of the Committee would be held at 2.30 pm on Wednesday, 23rd October 2013, the deadline for questions being received by the Secretary being 12 noon on Wednesday 2nd October 2013. There being no further business the meeting was declared closed.