

**DRAFT MINUTES OF THE MEETING OF THE
BRISTOL AIRPORT CONSULTATIVE COMMITTEE
HELD IN THE BRISTOL ROOM AT BRISTOL AIRPORT
ON WEDNESDAY 1ST NOVEMBER 2017**

Meeting commenced: 2.30pm

Meeting concluded: 4.50pm

Present:

Barry Hamblin	Chairman
Janis Kong	Chairman of Bristol Airport
Rachel Seward	AOC
Hugh Kirkbride	TUC - Bristol & South West region
Councillor Liz Richardson	Bath and North East Somerset Council
Simon Spooner	CBI South Western Region
Councillor Tony Heaford	Chew Valley Cluster of Parishes
Councillor Hilary Burn	Cleeve Parish Council
Councillor Peter Bryant	North Somerset Council
Councillor Ian Porter	Weston-super-Mare Town Council
Councillor Gill Patch	Winford Parish Council
Councillor David Glynn	Wrington Parish Council
Councillor Roger Wood	Yatton Parish Council

Also in attendance:-

Liz Bushell, Border Force
Simon Earles, Planning and Sustainability Director, Bristol Airport
James Gore, Head of Government and Stakeholder Relations, Bristol Airport
Liz Higgins, Planning Manager, Bristol Airport
Tom McEwen, Customer Service Delivery Manager, Bristol Airport
Jacqui Mills, Public Relations and Community Manager, Bristol Airport
Inspector Barney Gardom, Avon and Somerset Police
Vicky Brice, Secretary

Observing the meeting:-

Councillor Peter Longden (Winford Parish Council)

1806. Apologies for Absence

Apologies were received from Councillor Barry Clark (Bristol City Council), Councillor Steven Mitchell (Backwell Parish Council) and Richard Kent (Head of Development Management, North Somerset Council)

1807. Declarations of Interest for Local Authority Elected Members

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

1808. Minutes – 26th July 2017

a) Confirmation of Accuracy

RESOLVED: that the minutes of the meeting held on 26th July 2017 be confirmed as a correct record and be signed by the Chairman subject to the word "Councillor" in minute 1781 being amended to

“Mr”, minute 1796 including that the night noise limit would be addressed in the Master Plan, that the minute also reflect that reference was made to the electric charging points for vehicles and the move away from diesel fuel and the heading of minute 1790 (d) being amended to read “New Routes for 2017/18.

b) Matters Arising - none

1809. Bristol Airport Report

The Chairman gave her report on the following subjects:

a) Overview of Current Activities

Robert Sinclair, former Chief Executive had taken up his appointment as Chief Executive of London City Airport and the process was underway for his replacement. Simon Earles had been appointed as the Planning and Sustainability Director.

She advised that Bristol Airport had two new shareholders following an agreement by its owners, Ontario Teachers’ Pension Plan (Ontario Teachers’) to sell 30% of its 100% shareholding to Australia’s New South Wales Treasury Corporation (TCorp) and Sunsuper Superannuation Fund (Sunsuper). This would not affect the operation of the airport.

It had been a very busy summer with 5.7m passengers (an increase of 11% from last year) with over 8m passengers expected this year. The Ryanair cancellations had not had a significant effect on the airport - neither had the unfortunate demise of Monarch Airlines. Brexit had not impacted on the airport although many issues would still need to be resolved.

The Airport was working within its noise quota and she apologised to members for not keeping them informed on the application to become partially co-ordinated, which had been granted, and explained that this designation would assist the airport in adhering to the limits set in the 2011 planning permission.

b) Passenger Experience Improvements

The self-service baggage check-in service was in operation by easyJet resulting in quicker baggage processing – as reflected in the ASQ results. Reference was made to the Code of Practice for Disruptive Passengers.

c) Capital Projects

The Silverzone car park had opened, with positive first impressions and the Airport had achieved a Park Mark Award for safety in relation to this facility. Work had commenced on the multi-storey (3 levels) car park situated opposite the terminal which will provide more than 1,000 parking bays in the first phase, and 1,878 overall. In response to a question it was noted that the project was on track and due to be completed by 1st May 2018, in accordance with the planning conditions.

d) New Routes for 2016

TUI would be adding a long haul Dreamliner route to Punta Cana, Dominican Republic in 2018, in addition to the routes to Florida and Mexico which launched this summer. Ryanair had introduced

flights to Cologne, easyJet has commenced flights to Stockholm and Athens and TUI would also be providing flights to Cape Verde, Marrakech and Reykjavik.

VisitBritain had also announced a 3 year partnership with Bristol Airport promoting in-bound tourism.

1810. Policing at the Airport

Inspector Barney Gardom provided an update on the crime statistics relating to Bristol Airport. He outlined the types of security risks within airports and work being undertaken to address these. The Airport Police Team made their presence known ensuring the airport was known as “a dangerous place for criminals to operate”. He responded to questions raised.

1811. Questions to Airport Management

Councillor Burn sought information on the Slot Co-ordinated Consultation, expressing disappointment that this matter had not been brought to the attention of the Committee. Airport Management apologised and outlined the background on the application for partial slot co-ordination, including a letter from the Department of Transport designating the Airport as partially co-ordinated for the night-time and morning and evening shoulder periods from the Summer 2018 scheduling season, and subsequent Summer scheduling seasons. Airport Management would confirm the definition of the buffer zone (i.e. whether this coincided with the shoulder period times of 11.00-11.30pm and 6.00am to 7.00am). This had been a technical consultation allowing the Airport greater control over night flights to ensure it stayed within the limits. A letter would be published in the Chew Valley Gazette addressing this matter. In response to a further question Airport Management advised that these EU Rules were likely to be transposed into UK Law following Brexit. Mr Kirkbride advised that the trade unions generally supported the expansion of the airport and this designation if it helped in the distribution of flights. The Master Plan consultation would give residents the opportunity to give their views on airport noise and other matters of interest to them, and members were encouraged to distribute the consultation details to parish councils and parishioners.

1812. Presentation – Border Force

Liz Bushell, Border Force, gave a presentation outlining the varied work of the Border Force team, which included Passenger Controls (such as passport controls, counter terrorism, forgery, Safeguarding and Trafficking and FGM) and Custom Controls (relating to drugs, alcohol, tobacco, cash, indecent material, weapons and firearms). She referred to the recruitment, vetting process and the nature of the work undertaken. In response to a question, Airport Management would put her in touch with Councillor Porter, regarding the possibility of speaking to students at Weston College.

1813. Preparing a New Master Plan – Community Engagement

Members received a presentation setting out the consultation engagement approach in preparation of the new Master Plan. The consultation would be published on 16th November 2018 with three illustrative scenarios showing what the airport may look like in the future. Public events would be held at various locations between 16th November 2017 and 26th January 2018 and members requested that Chew Magna and Yatton be added to the list of venues/events. The times of the events would also be added in and this page of the consultation would be sent to members of the committee. Airport Management would endeavour to brief local councils, or hold a specific Airport Consultative Committee session, upon request. The consultation would be on the front page of the

“Your Airport” newsletter and members noted that this was the initial phase of the consultation to enable communities, users of the airport, the business community and others their first opportunity to comment on issues that mattered to them. Other publications such as North Somerset’s “Life Magazine” and an equivalent publication in Bath and North East Somerset were also suggested. In response to a question relating to advances in technology, such as driverless cars, Airport Management advised that flexibility would be built into the plan, which would be reviewed every 5 years.

In response to a further question, Airport Management advised that they would present details of the Department of Transport UK Aviation Demand Forecast 2017 to the next meeting.

At this juncture, the meeting was adjourned for a three minute refreshment break.

1814. Planning Update

Liz Higgins, Planning Manager, updated members on a several permitted development matters including the building of a new aircraft stand, two new coaching gates and a new Fire Station to replace the existing facility. It was proposed to use the existing fire station garage for office space for operational staff, to erect a temporary structure on land behind the existing fire station to accommodate some fire station equipment until the new station is built and to install five de-icer tanks on the western apron. With regards to the multi-storey car park, applications were currently pending to discharge conditions relating to lighting and materials.

1815. Statistics

a) Passenger

The Committee received a report setting out comparable passenger statistics for 1st January 2017 to 30th September 2017 against the same period last year.

b) Aircraft Movements

The Committee received a report setting out comparable aircraft movements for 1st January 2017 to 30th September 2017.

c) Flyer Volumes

The Committee received a graph setting out the total passenger volumes for the Bristol Flyer service for the period April 2011 – September 2017.

RESOLVED: that the report be noted.

1816. Environmental Effects Working Party and Environmental Monitoring Report

Members received the Environmental Monitoring Report for July - September 2017 together with the draft minutes of the meeting of the Environmental Effects Working Party held on 17th October 2017. In response to a question, Airport Management would investigate the use of taxis parking on Felton Common. In response to a question, it was noted that there was currently no discount scheme for parking for those living out of the area.

1817. Service Quality Report and ASQ results

The Committee received a report identifying customer feedback and complaints for the period July - September 2017, with some comparisons for the same period last year. The increase in complaints had reflected the challenges in peak times and there been some significant improvements particularly with baggage handling since the introduction of the self-service checking system. It was noted that September continued to be a busy period for the airport and that sometimes passengers expected it to be quieter as children were back at school. There was also expectation that passengers being offered free access to the executive lounge would be guaranteed access, but this was dependent on demand. Airport Management had been delighted that the Airport had been rated 2nd in the UK for overall satisfaction, and 1st in categories relating to leisure passengers, terminal cleanliness, wait areas and courtesy of Airport staff. The strongest scores yet has been achieved in 25/35 questions. Customer Service Week had taken place in the first week in October and a Customer Charter with business partners would be available in January 2018.

RESOLVED: that the report be noted.

1818. People – Update

The Committee received a report updating on various initiatives including recruitment, learning and development and work experience, placements and apprenticeships. Members noted that James Shirman would be replacing Melanie King as Environment Officer.

RESOLVED: that the report be noted.

1819. Bristol Airport Local Community Fund

Members received the draft minutes of the meeting held on 1st September 2017 – at which a total of £26,534 had been donated or pledged, bringing the total for 2017 to £129,672. The next meeting would be held on 1st December 2017 and further applications were encouraged.

1820. BRS Press Releases

The Committee received a summary of media releases issued by Bristol Airport and Business Partners.

RESOLVED: that the media releases be noted.

1821. Items of General Interest

The Committee received an item of interest report updating members on several consultations including the CAA consultations on Guidance for NERL preparing its business plan and Survey on Aviation Noise Impacts and the DfT consultation on Transport Accessibility Action Plan. It was understood video presentations may be available from the CAA for future consultations. A copy of UKACC's response to the "Future of Aviation" consultation had been made available to members. The airport was working with North Somerset Council to improve transport accessibility. Airport Management offered to circulate their response to the airspace change process consultation.

The Chairman updated members on the Airspace and Noise Engagement Group and CAA meetings held on 13th October 2017, making particular reference to the importance of Airport Consultative Committees which represented local communities and to the introduction of ICCAN and the

WebTAG guidance. He considered there was a need to reinstate PPG 24 relating to development in noise sensitive areas. The next meetings were scheduled for early in the New Year.

Brexit remained an on-going topic of debate.

RESOLVED: that the report be noted

1822. Notification of Items of Business for the Next Agenda

Members noted that there would be changes to the route of the flyer bus. Airport Management was aware of the issues and the need to serve the communities affected by this change. The Chief Officer would address the Committee in relation to the Counter Terrorism Team.

1823. Any Other Business

The next meeting would be held at 2.30pm in the Bristol Room on Wednesday 24th January 2018. The Secretary would need to receive any questions for Airport management by 3rd January 2018.

There being no further business, the Chairman declared the meeting closed.