

**DRAFT MINUTES OF THE MEETING OF THE BRISTOL AIRPORT CONSULTATIVE COMMITTEE
HELD IN THE BRISTOL ROOM ON WEDNESDAY 24th APRIL 2019**

Meeting commenced: 2.30pm

Meeting concluded: 4.52pm

Present:

Barry Hamblin	Chairman
Dave Lees	Chief Executive of Bristol Airport
Robert Durie	Business West
Wendy Walker	Travel industry representative
Rachel Seward	Airlines
Hugh Kirkbride	TUC Bristol and South West Region
Richard Kent	Head of Development Mgt, North Somerset Council
Councillor Barry Clark	Bristol City Council
Councillor Ian Porter	Weston-super-Mare Town Council
Councillor Tony Heaford	Chew Valley Cluster of Parishes
Councillor Hilary Burn	Cleeve Parish Council
Councillor Steven Mitchell	Backwell Parish Council
Councillor Gill Patch	Winford Parish Council
Councillor Donna Robertson	Wrington Parish Council
Councillor Roger Wood	Yatton Parish Council

Also in attendance:-

Paul Baker, Surface Access Strategy Manager, Bristol Airport
Diana Deans, Consultation & Engagement Executive, Bristol Airport
Simon Earles, Planning and Sustainability Director, Bristol Airport
James Gore, Head of Government and Stakeholder Relations, Bristol Airport
Phil Holder, Passenger Support Contract Manager, Bristol Airport
Tom McEwen, Customer Service Delivery Manager, Bristol Airport
Jacqui Mills, Public Relations Manager, Bristol Airport
James Shearman, Head of Sustainability, Bristol Airport
Andy Wright, Managing Director of Accessible Travel
Vicky Brice, Secretary

1929. Apologies for Absence

The Chairman welcomed visitors to the meeting and reminded members that no recordings or photographs should be made/taken during the meeting.

Apologies for absence had been received from Simon Spooner (CBI South Western Region), Councillor Peter Bryant (North Somerset Council) and Councillor Liz Richardson (Bath and North East Somerset Council). Insp. Gardom, Avon and Somerset Constabulary had also offered his apologies.

1930. Declarations of Interest for Local Authority Elected Members - none

1931. Minutes – 30th January 2019

a) Confirmation of Accuracy

RESOLVED: that the minutes of the meeting held on 30th January 2019 be confirmed as a correct record and be signed by the Chairman.

b) Matters Arising - None

1932. Presentation – Passengers with Reduced Mobility, Hidden Disabilities and the Disability Forum

Andy Wright, Managing Director of Accessible Travel and Phil Holder, Passenger Support Contract Manager, Bristol Airport updated members on the work of the Disability Forum. Mr Wright outlined his background and the challenges he had faced, as a wheelchair user, and had worked closely with the Civil Aviation Authority and on the Disability Forum to bring forward change and make travel easier for persons with reduced mobility and hidden disabilities. He advised of the increase in passengers with reduced mobility and praised the Airport on its achievements in providing dementia friendly training and on obtaining the “Autism Friendly Award”. The sub-group scrutinised the airport’s performance and assisted the airport to effect changes where they could, for example, to infrastructure, changing places toilets and analysing complaints and feedback. He wished to now place a greater emphasis on airline training. The airport had been rated “Good” in terms of assisting passengers, and the sub-group would continue to use best practice to improve processes. It was agreed that Tenerife Airport provided a 1st class service to passengers needing additional assistance.

1933. Bristol Airport Report

The Chief Executive, Dave Lees presented a written report which had been circulated with the agenda papers. He drew particular attention to passenger numbers, the demise of flybmi, new routes, easyJet aircraft and carbon savings that would be achieved by not travelling to London airports. He referred to an event hosting universities, improvements to the facilities (food and beverages, multi faith area) and infrastructure (office building, multi storey car park and the new fire station), a biometric (facial recognition) pilot scheme and work of the special assistance forum. Airport Management had been delighted that the airport had been rated as the best airport in the 5-15 million passenger category, had been part of the launch of the new Women in Business Charter and had nominated Great Western Air Ambulance as it’s 2019 Charity. Rachel Seward responded to questions on the A320 neo aircraft and would seek further information on the timescale of implementing the new fleet and any further clarification on the reduction in energy footprint and noise and work being undertaken by other airlines.

Dan Mills, Business and Corporate Relationship Manager, gave a brief presentation on working with corporate companies directly, business trade and universities to inform them of the flights, services and facilities available at the airport and to establish how their travel requirements could be better met (i.e. unserved business routes).

1934. Policing at the Airport

Members received the Crime Statistics report and a written update on staff changes, off-site car parking, Project Servator and International Women’s Day.

1935. Questions to Airport Management

There had been no questions raised for inclusion on the agenda.

1936. Aviation Strategy Green Paper

The Chairman had suggested that the Committee submit its own response to this paper and, following a meeting and an extended consultation period, had collated the responses received,

which had been circulated with the agenda. It was noted that “Great Western Enterprise” should read “Bristol Chamber of Commerce”. No further comments had been received and, as such, the document would be submitted as the response prior to the 20th June deadline.

1937. Planning Application to increase capacity to 12 million passengers per annum (mppa)

Members were reminded that the planning application for on-site and off-site improvements to enable the airport to achieve 12mppa had been submitted to North Somerset Council in early December 2018 and had been subject to the consultation process. Further information had been added to the planning portal in response to requests from North Somerset Council and information relating to Reg 25 Environmental Impact Assessment (EIA) had been consolidated for ease of reference. At the end of the 30 day period, North Somerset Council would decide when to take the application to Committee.

1938. Parking Summit – Update

Paul Baker, Surface Access Strategy Manager, reminded members of the problem statement relating to increased parking demand, and its impacts, and the 8 point Action Plan to address this. He updated on the three core elements of developing an authorised waiting area and drop off facility; implementing local parking controls and implementing enforcement which all needed to be in place to be effective. This included designs for the waiting area (further details would be taken to the next meeting of the Committee, after taking to the parking summit members) and meetings with the local parish. A well designed facility would be crucial to the success of the scheme. Members suggested that communities would not welcome an increase in parking costs to residents and that consultation with the local community was needed to prevent a knock on effect to other areas.

1939. Statistics

a) Passenger

The Committee received a report setting out comparable passenger statistics for 1st January 2019 to 31st March 2019 against the same period last year.

b) Aircraft Movements

The Committee received a report setting out comparable aircraft movements for 1st January 2019 to 31st March 2019 against the same period last year.

c) Public Transport Use

A report was tabled detailing the latest Bristol Flyer patronage figures to February 2019, with year on year growth comparison, and similar details for the Weston Flyer patronage. It was heartening to note an increase in both services, despite changes to other services in Bristol. Airport Management would take back comments on the timing of the last flyer (a return after midnight was not possible) and that train announcements should indicate passengers can also change at Weston-super-Mare for onward travel to the airport.

1940. Environmental Effects Working Party and Environmental Monitoring Report

The Environmental Monitoring Report for January – March 2019 was tabled at the meeting, together with the draft minutes of the Environmental Effects Working Party meeting held on 9th April 2019. It

was noted that Joachim Steinbach actually represented Wrington Parish Council with Debs Lister representing Cleve. The Terms of Reference had been finalised. Comments on the Environmental Monitoring Report had been taken on board. Members noted that environmental projects had included a litter pick, changes to the terminal, provision of a water fountain and the introduction of a coffee cup recycling scheme – which the Committee commended. Noise insulation letters had been sent to residents and over 20 responses had been received to date.

A member considered that it should be made clear that the passenger customer CO2 emissions excluded aviation emissions and referred to the visual intrusion of the 30m mast. It was noted that this was necessary for obstacle safety. Further information could be provided in relation to the mast.

1941. Update on other Planning Matters

Simon Earles, Planning and Sustainability Director, referred to three permitted development applications which had been submitted to North Somerset Council namely the radar site, the development of the southside taxiway link and the camera shed at the entrance to Silver Zone. Forthcoming permitted development applications were likely to include details relating to the car rental consolidated centre, the addition of operational accommodation, the eastern walkway gates and the taxi waiting area. A planning application would be submitted for directional signing to the car park.

1942. Service Quality Report and ASQ results

Tom McEwen, Customer Service Delivery Manager, presented the Service Quality Report for the 1st Quarter January – March 2019 and on the ASQ results for the same period. There had been a reduction in complaints received when compared with last year. The report highlighted the three key areas of concerns for each month, one of which had related to wait time at security. Airport Management was delighted that the airport had been ranked as third in the UK for overall satisfaction and fifth in Europe (5-15 million passengers) and had also scored well in terms of ambiance, cleanliness, arrivals and passport inspection. Verena Fuller, the new Customer Relations Manager, would attend the next meeting. Officers responded to a couple of points raised by members on the push button response and on addressing large groups of passengers.

1943. Bristol Airport Local Community Fund

Members noted that awards had been made to Winford Parish Council for two separate projects. £167,000 was available in the fund and applications were encouraged by 24th May 2019, to enable the consideration of applications received at the next meeting on 7th June 2019. A number of charity events had been organised to raise funds for Great Western Air Ambulance, including some staff climbing Mount Snowdon, the Bristol 10K, a runway run and a cycle ride to Paris.

1944. 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.

1945. Items of General Interest

The Committee received a report detailing the response made on the Review of CAP1288 – Requirement for Disability Forum. The Chairman updated on the last meeting of the Aviation Noise Engagement Group and made reference to World Health Guidance and Public Health England, Green Paper, need for planning guidance, Noise Action Plans and Airspace Modernisation. The formal minutes were awaited. The secretary would continue to forward the UKACC's weekly newsletter to members, unless informed otherwise. Members noted the appointment of the Chairman of Independent Commission on Civil Aviation Noise (ICCAN) and that his representative had been invited to attend a meeting of the Committee. In response to a question, James Shearman, Head of Sustainability explained the roles of DEFRA and ICCAN in relation to Noise.

Reference was also made to the Bristol South West Economic Link (BSWEL) study including improvements to the A38, and the Joint Planning Transport Strategy. Cllr Burn stated that the Joint Spatial Plan included employment land but did not take into account airport growth. An update on the BSWEL study would be included on the agenda of the next meeting.

RESOLVED: that the report be noted

1946. Notification of Items of Business for the Next Agenda

It was hoped that a representative from ICCAN would be able to attend the next meeting of the Committee. An update on the BSWL study would be included on the agenda, together with an update on the Parking Summit (authorised waiting area).

1947. Any Other Business

Councillor Kirkbride advised this had been his last meeting of the Committee and that it was intended that the new TUC Bristol and South West representative would be Mr Richard Capps. A formal nomination would be made in due course. Councillor Kirkbride had enjoyed his time on the Committee and the Chairman, on behalf of the members, thanked him for his involvement and wished him well for the future.

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