

GATWICK AIRPORT CONSULTATIVE COMMITTEE

Minutes of the meeting of the Consultative Committee held on 19th July, 2007.

Present: Mr. P. Bryant/Dr. J. Godfrey (Chairman)

Mr. W. Acraman	-	West Sussex County Council
Mr. P. Barclay	-	Environmental and Amenities Group
Mr. K. Blake	-	Crawley Borough Council
Mr. G. Blundell-Pound	-	International Air Carriers' Association
Mr. A. Dodsworth	-	Burstow Parish Council
Mr. A. Grinsted (substitute)	-	Horley and District Chamber of Commerce
Mr. P. Hall	-	Passenger Representative
Mr. C. Hersey	-	Mid Sussex District Council
Mr. M. Hudson (substitute)	-	London Chamber of Commerce and Industry
Mr. R. Jones	-	Tandridge District Council
Mrs. E. Kitchen	-	Horsham District Council
Ms. I. Knox	-	British Air Transport Association
Mr. M. Miller	-	Reigate and Banstead Borough Council
Mrs. M. Myland	-	Surrey County Council
Dr. R. Olliver	-	Horley Town Council
Ms. S. Parsons (substitute)	-	ABTA
Lt. Col. T. Pemberton	-	West Sussex County Council
Mrs. D. Ross-Tomlin	-	Surrey County Council
Mrs. H. Sewill	-	Charlwood Parish Council
Mr. J. Taylor	-	CADIA
Mr. R. Thomas	-	East Sussex County Council
Mr. J. Woodward-Nutt	-	WHICH?

Also present:

Mr. A. Flower – Managing Director, BAA Gatwick  
Mr. D. Stretch – Customer Service Director, BAA Gatwick  
Mr. T. Lockwood – Head of Corporate Responsibility, BAA Gatwick  
Mr. R. Norman – Environmental Strategy and Stakeholder Manager  
Mr. F. Evans – Department for Transport  
Mr. M. Kendall – Honorary Secretary  
Mrs. R. Howell – Technical Adviser  
Mrs. P. Street – Assistant Secretary

Apologies for absence were received from: Mr. Brockwell, Mrs. Denman, Mr. Larcombe, Mr. Maltby and Mr. Redfern.

Mr. Bryant in the Chair

TOUR OF AIRPORT

1. The Chairman thanked Mr. Flower and his team for hosting the annual tour of the airport which was informative and gave members of the Committee a greater understanding of the issues confronting the airport in terms of the passenger experience.

HANDOVER OF CHAIRMANSHIP

Mr. Peter Bryant

2. Mr. Flower made a presentation to Mr. Bryant to mark the occasion of his retirement after leading the Committee through many complex and sensitive issues over the past 12 years. The Committee paid tribute to his leadership, which was always

impartial and constructive, and for the time and commitment he dedicated to the work of the Committee. Members wished him well in his retirement.

#### Dr. Godfrey in the Chair

##### Dr. John Godfrey

3. The Committee welcomed Dr. Godfrey as its new Chairman. Dr. Godfrey thanked the Committee for the warmth of its welcome. He looked forward to leading the Committee through a range of issues and indicated that one of his first tasks would be to review the functions and work of the Committee. A short paper would be reported to the next meeting of the General Purposes Sub-Committee outlining the scope of the review. This would be followed up with a detailed report with recommendations for the Committee to consider in the New Year.

#### MEMBERSHIP OF THE COMMITTEE

4. The Committee noted its membership and new members and nominated substitutes were welcomed to the Committee (copy attached to the signed minutes).

#### AIRPORT COMMENTARY

5. The Committee received the Managing Director's commentary on activity at the airport since the date of the last meeting (copy attached to the signed minutes).

#### Terrorist Threat

6. Mr. Stretch reported on the events and disruption at Gatwick following the terrorist attack at Glasgow Airport on 30<sup>th</sup> June. Access to the forecourts at Gatwick had been restricted and concrete blocks had been placed in front of the terminals' entrances. He thanked Mr. Woodward-Nutt for volunteering to help support airport staff in directing passengers on the Sunday following the attack. The Committee congratulated the airport community for the way in which it dealt with the aftermath of the attack and for ensuring a swift return to the airport's normal operation.

7. Reference was made to traffic arrangements following the closure of the tunnel under the South Terminal last August. There was concern about the slow progress in implementing a permanent solution for bus services. The current passenger experience was unsatisfactory and as a consequence there had been a negative impact on bus usage. It was agreed that the Passenger Services Sub-Committee would look into this matter.

#### Traffic Growth

8. Mr. Stretch advised that passenger numbers grew by 1.4% compared to the same period last year and that the airport was now handling around 34.5 million passengers per annum. The Committee noted however the decline in the cargo traffic which was due in part to the cessation of DAS Air operations.

#### Security Queuing

9. Mr. Stretch also reported that BAA Gatwick was continuing to increase security capacity at the airport for the summer peak. BAA Gatwick had successfully recruited and trained 265 security officers and 30 additional welcome hosts had joined the team for the summer peak to help ensure passengers passed through the security check process in the quickest possible time. BAA Gatwick was also continuing with its media and education campaign to try and ensure passengers were aware of the stringent security requirements.

## Immigration

10. The Committee noted with concern the queuing problems for arriving passengers at immigration arising from the new checks at passport control coupled with reduced resources. Mr. Stretch advised that the matter was being addressed with the Border and Immigration Agency.

## Airport Master Plan Commitments

11. Members noted the current position in respect of the negotiations between BAA Gatwick and the Gatwick local authorities. Mr. Lockwood advised that during the summer a further meeting would be held with local authority officers and it was hoped that a final draft list of commitments could be reported to the next meeting of the General Purposes Sub-Committee.

## Noise Website

12. Mr. Stretch was pleased to report the launch of the new website to provide information and advice about the noise created by Gatwick flights. Members welcomed the launch of the new facility but highlighted that the new system had been received with a mixed reaction from the public because the software that needed to be downloaded to access the site was not always compatible with home computers. Mr. Norman agreed to look into this.

## MINUTES

13. Resolved – That the minutes of the meeting held on 19th April, 2007 be approved as a correct record and that they be signed by the Chairman.

## Noise contours

14. Mr. Evans reported that the 2006 noise contours for Gatwick had now been published and were available on the DfT's website. He also advised that the noise maps that were required to be produced in accordance with the Environmental Noise Directive (END) in respect of airport noise had been prepared by defra. However as the noise maps in respect the roads and railway were still to be completed, defra had not yet decided when to publish the information i.e. whether to publish the information separately or whether to wait and publish all the maps as a package.

## Gatwick Airport Community Trust

15. Mr. Hersey reported that he had attended a meeting of the Trust and a number of grant applications had been considered. A further meeting would be held in the Autumn.

## GENERAL PURPOSES SUB-COMMITTEE

16. The Committee noted the unconfirmed minutes of the meeting of the General Purposes Sub-Committee held on 7th June, 2007 (copy attached to the signed minutes).

17. The Chairman referred the Committee to minute nos. 146 –148 concerning the disturbance caused by arriving aircraft over the areas of Hever and Marsh Green. It was noted that the Sub-Committee had agreed that there were issues that merited further study and it had therefore recommended that BAA Gatwick's Noise and Track Monitoring Group (NATMAG) look into the issues it had raised. A further report would be given to the Sub-Committee once the further investigations had been completed.

#### APPOINTMENT OF VICE-CHAIRMAN

18. Resolved – That Mrs. Sewill be appointed as Vice-Chairman of the Committee for the ensuing year.

#### APPOINTMENT OF SUB-COMMITTEES

19. Resolved – That the following members be appointed to serve on the respective Sub-Committees and BAA Gatwick's Noise and Track Monitoring Advisory Group and the Ground Noise Committee for the ensuing year. The Chairman and Vice-Chairman were ex-officio members of each of the Sub-Committees.

##### General Purposes Sub-Committee

Dr. Godfrey (Chairman), Mr. Acraman (West Sussex County Council), Mrs. Kitchen (Horsham District Council), Mr. Barclay (Environmental and Amenities Group), Mr. Maltby (Mole Valley District Council), Mr. Taylor (CADIA), Mrs. Denman (Crawley Borough Council), Mr. Hobbs (Passenger Representative), Mrs. Ross-Tomlin (Surrey County Council), Mrs. Sewill (Vice-Chairman), Vacancy (International Air Transport Association) and Ms. Knox (British Air Transport Association).

##### Passenger Services Sub-Committee

Dr. Godfrey, Mrs. Sewill, Mr. Redfern and Mr. Woodward-Nutt.

It was also noted that the following passenger representatives, appointed by BAA Gatwick also serve on the Sub-Committee:

Mr. Bone, Mr. Gibbs, Mr. Hall, Mr. Hobbs, Mrs. Keane, Mrs. Langtry-White, Mrs. Marsh, Mr. R. Saunders, Mr. Tarr and Mrs. Vickers.

##### Noise and Track Monitoring Advisory Group (NATMAG)

Dr. Godfrey, Mrs. Sewill, Mr. Hersey, Mr. Jones and Mrs. Kitchen.

##### Ground Noise Committee

Dr. Godfrey, Mrs. Sewill, Mr. Hersey, Mr. Jones and Mrs. Kitchen.

#### PASSENGER SERVICES SUB-COMMITTEE

20. The Committee received a report from the Chairman of the Passenger Services Sub-Committee (PSSC) on the key issues discussed at its meeting on 18th May, 2006 (copy attached to the signed minutes). Mr. Hall highlighted the review of the PSSC's working arrangements and it was hoped to have the new structure in place by the PSSC's next meeting.

21. The PSSC remained concerned about the length of time passengers were having to queue at security and Mr. Hall enquired whether BAA Gatwick was on track to achieve its desired target of passengers queuing for no longer than 5 minutes for 95% of the time. Mr. Stretch advised that BAA Gatwick was still not achieving its performance targets under the terms of the CAA's service quality rebate scheme (10 minutes queuing time) and rebates to airlines were still being incurred. He advised that the issue was extremely complex in terms of manpower, equipment and passenger forecasting but assured members that the issue was being addressed through the current regulatory

review on what the performance target should be in the future. He assured members however that BAA Ltd's desired target of 5 minutes queuing for 95% of the time was still the aim.

#### PLANNING FOR A SUSTAINABLE FUTURE: WHITE PAPER

22. The Committee considered a report by the Honorary Secretary summarising the key aspects of the Planning White Paper insofar as they related to nationally significant infrastructure projects (copy attached to the signed minutes). Mr. Kendall explained that the proposals contained in the White Paper would establish a clear separation between policy making and planning decisions and would improve the process for determining applications for major infrastructure projects. There was however some concern about the detail of the proposals.

23. An area of particular concern to a number of members was the accountability of the proposed Infrastructure Planning Commission and that the new approach would strip democratic accountability out of the system, handing decisions to a centralised and undemocratic body. However some members also advocated the need for nationally significant infrastructure projects to be considered outside of the political arena so that applications could be considered on their own merits. It was agreed therefore that the suggested response would emphasise the need for the Commission to comprise publicly accountable persons and to seek clarification as to whom the Commission would be accountable in terms of the decisions it makes.

24. In respect nationally significant infrastructure projects, members were anxious that a clear definition was given as to what constituted a nationally significant project and for an opportunity to be further consulted when that definition had been developed in detail. It was also felt that the proposed threshold for airports needed further thought so that it was more relevant and could be applied to both regional and larger airports.

25. Resolved – That subject to inclusion of the above comments, the Committee agreed the suggested form of response as set out in the Honorary Secretary's report and in the Appendix be submitted to the Department for Communities and Local Government.

#### FLIGHT EVALUATION UNIT COMMENTARY

26. The Committee considered the commentary by the Flight Evaluation Unit on the work of the Unit, headline statistics and the key points arising from the Noise and Track Monitoring Advisory Group (NATMAG) and the Ground Noise Committee meetings held on 16<sup>th</sup> May, 2007 (copy attached to the signed minutes).

27. Mr. Norman reported that the residential noise insulation scheme had recently received approval from the BAA Gatwick's Executive. The next stage was for BAA Gatwick to write to local residents to advise them of their entitlement.

28. Reference was made to the disturbance caused by arriving aircraft and members emphasised the need to continue to urge the airport, NATS and the airlines to seek ways of reducing the impact on local communities on approach to the airport from the east and west.

#### LOCAL AIR QUALITY MONITORING – ANNUAL REPORT

29. The Committee noted a report prepared jointly by Reigate and Banstead Borough Council and BAA Gatwick giving the annual results of local air quality monitoring around Gatwick Airport (copy attached to the signed minutes). Members noted that there was a clear downward trend in annual average nitrogen dioxide concentrations. This was most

likely due to improvements in road vehicle emissions and was in line with predictions for non-airport nitrogen dioxide pollution at Gatwick and across the south-east.

#### CORPORATE RESPONSIBILITY REPORT 2006/2007

30. The Committee noted BAA Gatwick's press release giving details of its Corporate Responsibility Report 2006/07 published on its website on 4<sup>th</sup> July (copy attached to the signed minutes). Mr. Lockwood advised that this year only members of the Committee had been sent a printed copy of the document. The document reported on BAA Gatwick's progress on delivering its environmental, economic and social performance over the year and also gave details of the successful partnership projects with local authorities, airlines and the local community and voluntary groups. Mr. Lockwood invited members to provide feedback on the document via the Secretariat as this would enable feedback to be considered by the General Purposes Sub-Committee at its next meeting. Mr. Lockwood also invited members to read BAA Ltd's Corporate Responsibility Report which was now available on the BAA website.

#### GATWICK AIRPORT ANNUAL MONITORING REPORT 2005/2006

31. The Committee considered a report by the Honorary Secretary giving details of the consultation by Crawley Borough Council and West Sussex County Council on the selection of items to be put forward by independent verification (copy attached to the signed minutes). It was noted that the General Purposes Sub-Committee had considered the draft annual monitoring report together with a list of 18 suggested items for possible independent verification prepared by the Gatwick Officers' Group. Members were pleased to note that the ten items suggested by the Sub-Committee had been adopted by Crawley Borough Council and West Sussex County Council which had now been put forward to the Independent Environmental Consultant for verification.

32. Resolved – That:

- (1) The Consultative Committee welcomes both the draft Annual Monitoring Report and the opportunity to assist in the selection of commitments, targets and obligations for independent external verification; and
- (2) BAA Gatwick, West Sussex County Council and Crawley Borough Council; keep the Consultative Committee informed of the outcome of the verification process.

#### CRAWLEY BOROUGH COUNCIL DIRECTOR FOR ENVIRONMENT AND HOUSING'S REPORT

33. The Committee noted a report by Crawley Borough Council's Director for Environment and Housing on planning applications determined in respect of Gatwick since the date of the last meeting (copy attached to the signed minutes).

#### Dates of Next Meetings of the Consultative Committee and its Sub-Committee

34. The Committee noted the dates of the next meetings of the Consultative Committee as follows:

Passenger Services Sub-Committee – Thursday 27<sup>th</sup> September, 2007 at 2 p.m.

General Purposes Sub-Committee – Thursday, 20<sup>th</sup> September, 2007 at 10.00 a.m.

Consultative Committee – Thursday, 11<sup>th</sup> October, 2007 at 2.00 p.m.

CHAIRMAN