

GATWICK AIRPORT CONSULTATIVE COMMITTEE

Minutes of the meeting of the Consultative Committee held on 22<sup>nd</sup> July, 2004.

Present:

Mr. P.W. Bryant (Chairman)

Mr. G. Blundell-Pound	-	International Air Carriers Association
Mr. J.T. Brock	-	Burstow Parish Council
Mr. S. Buck	-	ABTA
Mrs. H. Clack (substitute)	-	Surrey County Council
Mr. A.C.W. Crane	-	Crawley Borough Council
Mr. D.G. Dewdney	-	West Sussex County Council
Mr. A. Grinstead	-	Horley and District Chamber of Commerce
Mr. C. Hersey	-	Mid Sussex District Council
Mr. B. Kendall	-	Horley Town Council
Mrs. E. Kitchen	-	Horsham District Council
Mr. N. Maltby	-	Mole Valley District Council
Mr. J. McCall	-	Environmental and Amenity Groups
Mr. D. Murdoch	-	Crawley Borough Council
Mrs. M. Myland	-	Reigate and Banstead Borough Council
Lt. Col. Pemberton	-	West Sussex County Council
Mr. G. Pixley	-	Passenger Representative
Mr. R. Preston (Substitute)	-	British Air Transport Association
Mrs. D. Ross-Tomlin	-	Tandridge District Council
Mr. A. Rice (Substitute)	-	Rusper Parish Council
Mrs. H. Sewill	-	Charlwood Parish Council
Mr. J. Taylor	-	CADIA
Mr. J. Woodward-Nutt	-	Consumers' Association

Also present:

Mr. R. Cato	-	Managing Director, BAA Gatwick
Mrs. C. Nicholls	-	Communications Director, BAA Gatwick
Mr. T. Lockwood	-	Director of Planning and Environment, BAA Gatwick
Mr. P. Grindrod	-	Department for Transport
Mr. M. Kendall	-	Honorary Secretary
Mrs. P. Street	-	Assistant Honorary Secretary

Apologies for absence were received from:

Dr. P. Ellis, Mrs. K. Hammond, Mr. B. Humphreys, Mr. G. Larcombe, Mr. C. Lloyd, Mrs. E. Sampson and Mr. V. Saunders.

MEMBERSHIP OF THE COMMITTEE

1. The Committee received and noted the membership, constitution and terms of reference of the Committee and its Sub-Committees.

Chairman of the Passenger Services Sub-Committee

2. The Chairman announced that Mr. Pixley, Chairman of the Passenger Services Sub-Committee, was to stand down from the Committee after many years serving as a passenger representative, and latterly as Chairman of the Sub-Committee. Mr. Cato and the Chairman on behalf of the Committee thanked Mr. Pixley for his dedication and commitment over the years to the work of the Sub-Committee and wished him well in his new venture in France.

## MINUTES

3. Resolved - That the minutes of the meeting held on 22<sup>nd</sup> April, 2004 be approved as a correct record and that they be signed by the Chairman.

### General Purposes Sub-Committee

4. Resolved - That the draft minutes of the General Purposes Sub-Committee held on 1<sup>st</sup> July, 2004 be received and noted (copy attached to the signed minutes).

### QC4 aircraft movements in the night period

5. Reference was made to minute no. 119 and the increase in QC4 movements during the night time period over the last year. Members expressed their concern about the increase and questioned whether the voluntary ban was having an effect as there was little incentive for airlines operating existing services to change their fleet for quieter aircraft types. Mr. Cato advised that BAA Gatwick had discussed the issue with DAS air on a number of occasions who was fully aware of the affect their operations had on the local community. DAS air was participating in trials involving reduced power on take off in an attempt to reduce the noise impact of its operation. Members were encouraged to learn that DAS air was planning to introduce QC2 aircraft to its fleet from next season. Mr. Grindrod also added that the Government's consultation on the night flying restrictions proposed a ban on QC4 operations during the night quota period.

6. The Committee noted that the DfT had recently published the 2003 noise contours for Gatwick which revealed an increase in the 57 leq noise contour. The Chairman advised that a report by West Sussex County Council's Aviation Strategist giving a comparison of the noise contours would be reported to the next meeting of the Committee.

### Air Quality

7. Members referred to the emissions charge that was introduced at Heathrow this year and asked what effect this had in reducing the amount air pollution. Mr. Cato advised that the emissions element in airport charges had only been introduced in April 2004 and that there had not been any significant impact so far. However, it was expected that over time the impact of the charges would become more evident. Mr. Cato also advised that an emissions charge would be introduced at Gatwick the next year.

### APPOINTMENT OF VICE-CHAIRMAN

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

### APPOINTMENT OF SUB-COMMITTEES

9. Resolved - That the following members be appointed to serve on the respective Sub-Committees, the 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, the Advisory Group and Ground Noise Committee.

### General Purposes Sub-Committee

Mr. P. Bryant (Chairman)  
Dr. P. Ellis (British Air Transport Association)  
Mr. D. Dewdney (West Sussex County Council)  
Mr. J. Macdonald (International Air Transport Association)  
Mrs. E. Kitchen (Horsham District Council)  
Mr. N. Maltby (Mole Valley District Council)  
Mr. J. McCall (Environmental and Amenity Groups)  
Mr. J. Taylor (CADIA - Business Association for Sussex and Surrey)  
Mr. D. Murdoch (Crawley Borough Council)  
Mr. G. Pixley (Passenger Representative)  
Mrs. E. Sampson (Surrey County Council)  
Mrs. H. Sewill (Vice-Chairman)

### Passenger Services Sub-Committee

Mr. P. Bryant, Mrs. H. Sewill, Mr. S. Buck and Mr. J. Woodward-Nutt.

It was also noted that the following passenger representatives serve on the Sub-Committee:

Mr. M. Bone, Mrs. A. Curle, Mr. A. Field, Mr. N. Gibbs, Mr. P. Hall, Mr. D. Hobbs, Mrs. S. Langtry-White, Mrs. C. Marsh, Mr. G. Pixley (Chairman), Mr. R. Saunders and Mrs. C. Vickers.

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

Mr. P. Bryant, Mrs. H. Sewill, Mr. D. Dewdney, Mrs. E. Kitchen and Mrs. M. Myland.

### Ground Noise Committee

Mr. P. Bryant, Mrs. H. Sewill, Mr. D. Dewdney, Mrs. E. Kitchen and Mrs. M. Myland.

## AIRPORT MASTER PLANNING AND RELATED ACTIVITIES

### DfT Guidance on the Preparation of Airport Master Plans

10. The Committee received and noted the Guidance that had been issued by the DfT on the preparation of airport master plans (copy attached to the signed minutes).

### BAA Gatwick update

11. The Committee considered a paper by BAA Gatwick providing an update on the progress made in relation to the airport's master plan and the other areas of work required by the Air Transport White Paper (copy attached to the signed copy of the minutes). Mr. Lockwood advised that BAA Gatwick was still considering the implications of the recently published DfT guidelines and the amount of detail that could be included in the first stage of the consultation process for the airport master plan. The timetable for the two stage process would be reported to the next meeting of the General Purposes Sub-Committee.

12. As regards the consultation on schemes to protect property values, this had been deferred until September to enable BAA to refine its proposals as a result of some of the issues raised through the Stansted consultation. A consultation period of 12 weeks would be given for all interested parties to comment on the schemes. Mr. Lockwood also

advised that towards the end of the year it was hoped that the proposals for the new noise insulation scheme for properties near to the airport would be finalised.

13. The local authority representatives were anxious that the new timetable set by the DfT for the production of airport master plans had implications for the preparation of their local development plans. BAA Gatwick acknowledged the problems faced by the local planning authorities and undertook to give as much information as possible to aid the development plan preparation process.

14. Reference was also made to Mr. McNulty's, the Minister for Aviation, response to a parliamentary question as to how long land would need to be safeguarded at Gatwick for a second runway if it was decided to proceed with a third runway at Heathrow. It was noted that Mr. McNulty had stated that the situation would be reviewed at the stage when any planning application for a new runway at Heathrow had been decided.

#### HEATHROW AIR QUALITY ASSESSMENT WORK PROGRAMME PRESENTATION BY DFT

15. Mr. Grindrod, Aviation Environmental Division, DfT informed the Committee of the work programme in relation to the planning and conduct of the air quality assessment work at Heathrow Airport (copy of presentation attached to the signed minutes). He set out the timetable of the work programme and the constitution and terms of reference for three air quality panels examining dispersion modelling, ambient measurement and emissions source. The minutes of the panels' meeting would be available on the DfT's website: [www.dft.gov.uk](http://www.dft.gov.uk).

16. Some members expressed their disappointment that Gatwick had not been included in the modelling work at this stage as the Heathrow operation and its impact was different to that at Gatwick. The Chairman assured members that air quality at Gatwick continued to be closely monitored and that the General Purposes Sub-Committee now had a standing item on its agenda to consider BAA Gatwick's local air quality monitoring. Mr. Lockwood also advised that studies at Heathrow would be valuable to BAA Gatwick in providing a greater understanding of how to tackle air quality issues. In the meantime, BAA Gatwick would continue to work on its air quality action plan and, in particular, its work with Reigate and Banstead Borough Council in addressing Horley's air quality issues.

#### AIRPORT COMMENTARY

17. 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). The Chairman thanked BAA Gatwick for the excellent tour of the airport that morning which had been most beneficial and informative. Members noted the growth in traffic compared to the same period last year and that the airport was now handling around 30.5 million passengers per annum. Reference was made to the decline in charter traffic over the quarter. The charter airlines' representative advised that one of the reasons for this was Thomas Cook's flights to Canada being changed from charter to scheduled services.

18. Mr. Cato was pleased to report that the new domestic reclaim facility in the South Terminal had opened, vastly improving the level of service to domestic flight passengers.

19. The Committee welcomed the opportunities being provided by BAA Gatwick for students from local schools and colleges to work at the airport as Welcome Hosts enabling them to gain valuable work experience in the leisure and tourism industry.

#### BAA GATWICK CAPITAL INVESTMENT PROGRAMME (CIP) 2004

20. The Committee noted the letter that had been sent to BAA Gatwick commenting on the CIP 2004 (copy attached to the signed minutes). Mr. Cato informed the

Committee that its concerns over the impact of low cost carriers on the quality of airport service and infrastructure had been noted. However he was confident that growth in this market sector was achievable without sacrificing essential levels of service quality. He also advised that the new CIP had met a degree of enthusiasm from the airline community, including the low cost carriers.

#### PASSENGER SERVICES SUB-COMMITTEE

21. Mr. Pixley presented his report of the last meeting of the Passenger Services Sub-Committee held on 3<sup>rd</sup> June, 2004 (copy attached to the signed minutes). An issue of particular interest to the Sub-Committee is how BAA Gatwick was to take forward its aim of seeking a reduction in passenger hand luggage particularly in view of the fact that the low cost carriers generally encouraged passengers to have hand luggage rather than hold luggage.

22. Mr. Pixley also advised that the Sub-Committee had particularly welcomed the establishment of a Business Solutions Team within the Customer Service Directorate which had the specific task of identifying solutions to problems experienced by customer service managers in the daily delivery of passenger service.

#### GATWICK AIRPORT ANNUAL MONITORING REPORT

23. The Committee received and noted a report by the Honorary Secretary giving details of the annual monitoring process for the Sustainable Development Strategy and associated legal agreement and the commitments which the General Purposes Sub-Committee had suggested for independent verification this year (copy attached to the signed minutes). It was noted that the final list of items to be put forward for independent verification would be agreed by West Sussex County Council and Crawley Borough Council following a meeting of the Gatwick Airport Joint Authorities meeting on 29<sup>th</sup> July, 2004.

#### GATWICK CAR PARKING STRATEGY - DISCUSSION PAPER

24. The Committee considered a report by Honorary Secretary summarising the key elements of BAA Gatwick's Car Parking Strategy Discussion Paper and the suggested response to BAA Gatwick (copy attached to the signed minutes). While the Committee generally agreed with the approach set out in BAA Gatwick's discussion paper there was concern about the notional shortfall of around 5000 long stay spaces for 2012 when the airport is forecast to handle 40 mppa. It was acknowledged that there were many uncertainties around forecasting car parking demand and passenger behaviours so far into the future. Members were however anxious that this be carefully monitored and addressed at the appropriate time as any shortfall could result in an increase in unauthorised parking in fields around the airport or on-street parking in residential areas which must be avoided.

25. Reference was made forecast increase in kiss and fly traffic and its impact on the congestion currently being experienced on the airport's approach roads. Members were particularly concerned about the problems with the current drop-off and pick-up arrangements on the South Terminal's forecourts. Members noted that BAA Gatwick was considering proposals to move the drop off and pick up points into the multi-storey car parks as well as other changes to the forecourts and that the General Purposes Sub-Committee had asked for details of the proposals to be reported to a future meeting. The use of congestion charging as a way of deterring kiss and fly traffic was also suggested by some members.

26. Reference was also made to the problems with traffic queues when the North Terminal's short stay car park was full and spaces reserved for pre-booked car parking. Mr. Cato advised that car parking demand for the North Terminal car parking over the last month had been greater than anticipated following American Airlines' move to the

North Terminal. He was however looking at issues around managing this increase in demand and would ensure that appropriate signage was given to drivers.

27. Members welcomed the priority now being given to the transport interchange project (the long term strategy for the coach station). Members stressed the need for BAA Gatwick to do everything possible to promote greater use of public transport incentives across the whole airport community and to seek to secure improvements to the rail timetables to match the airport's early morning and late night flight timetable.

28. Resolved - That the comments set out in the Honorary Secretary's report together with comments of the Committee set out above, be forwarded to BAA Gatwick for consideration.

#### DFT CONSULTATION ON THE PROTECTION OF REGIONAL AIR SERVICES TO LONDON

29. Members noted that the DFT had issued a consultation on its proposed criteria for the implementation of the policy to protect existing regional air services to London. As responses to the consultation were required by 8<sup>th</sup> October, 2004, the Committee authorised the General Purposes Sub-Committee to agree a response to the DFT.

#### FLIGHT EVALUATION UNIT COMMENTARY

30. 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 Group's (NATMAG) meeting on 4<sup>th</sup> June, 2004 (copy attached to the signed minutes). Members noted that an investigation into an airline which frequently arrived earlier than its scheduled time had been undertaken and was being addressed with the airline concerned. The flight number had not appeared in the early arrivals tables for the first part of the summer season.

#### GROUND NOISE

31. The Committee received and noted the minutes of the meeting of the Ground Noise Committee held on 4<sup>th</sup> March, 2004 (copy attached to the signed minutes).

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

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

#### GATWICK AIRPORT COMMUNITY TRUST

33. Members received and noted a report by the Honorary Secretary providing an update on the work of the Gatwick Airport Community Trust (copy attached to the signed minutes). Members were advised that the Committee would need to find a replacement for Mr. Pixley to serve on the Trust. Members were therefore asked to advise the Honorary Secretary if they were interested in serving on the Trust.

#### ANNUAL MEETING OF AIRPORT CONSULTATIVE COMMITTEE CHAIRMEN AND SECRETARIES

34. Members considered a report by the Honorary Secretary summarising the key issues arising from this year's Annual Meeting of Airport Consultative Committee Chairmen and Secretaries held in Bristol on 23<sup>rd</sup>/24<sup>th</sup> June, 2004 (copy attached to the signed minutes).

DATES OF NEXT MEETINGS OF THE CONSULTATIVE COMMITTEE AND ITS SUB-COMMITTEES

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

Passenger Services Sub-Committee – Thursday 2<sup>nd</sup> September, 2004 at 2.00 p.m.  
General Purposes Sub-Committee - Thursday, 30<sup>th</sup> September, 2004 at 10.30 a.m.  
Consultative Committee – Thursday, 21st October, 2004 at 2.00 p.m.

CHAIRMAN