

GATWICK AIRPORT CONSULTATIVE COMMITTEE

GENERAL PURPOSES SUB-COMMITTEE

Minutes of the Sub-Committee meeting held on 20th September, 2007 at Gatwick Airport.

Present: Dr. J.D. Godfrey (Chairman)

Mr. Acraman, Mr. Barclay, Mrs. Denman, Mr. Hobbs, Mr. Maltby, Mrs. Sewill and Mr. Taylor.

Also present:

Mr. T. Lockwood – Head of Corporate Responsibility, BAA Gatwick

Mr. R. Norman – Environmental and Strategy Stakeholder Manager, BAA Gatwick

Mr. F. Evans – Department for Transport

Mr. L. Hibbs – Reigate and Bansted Borough Council

Mr. J. Freeman – Crawley Borough Council

Mrs. R. Howell – Technical Adviser

Mrs. P. Street – Assistant Secretary

Apologies for absence were received from Mrs. Kitchen and Ms. Knox.

BAA GATWICK – WHO'S WHO

1. The Sub-Committee thanked BAA Gatwick for providing an up-to-date structural chart of the six directorates and the key reports. Mr. Lockwood explained that the Human Resources Director, who had an expanded role to encompass communications, was now leading the Public Affairs Team, Corporate Responsibility now fell within the Business Development Directorate and the FEU and the Environment Team within the Operational Solutions Directorate. He also explained that BAA was undertaking its simplification programme and it was likely that further changes to the BAA Gatwick structure would follow and possibly a few activities being centralised. The Sub-Committee was anxious about the possibility of resources from areas of most interest to the Consultative Committee being centralised and members expressed concern about the prospect of losing direct links with key personnel at Gatwick. The Chairman asked therefore that, if there was likely to be a significant movement of resource away from Gatwick to central office, BAA enter into a meaningful dialogue with the Committee to address the implications of such change at an early stage.

2. Mr. Evans, Department for Transport, also advised that the Government's view was that environmental issues should be dealt with at individual airports at the local level. He therefore asked BAA Gatwick to keep the DfT informed of how the changes resulting from the simplification process was evolving.

MINUTES OF THE MEETING HELD ON 7TH JUNE, 2007

3. Resolved – That the minutes of the Sub-Committee held on 7th June, 2007 be approved as a correct record and that they be signed by the Chairman.

4. Reference was made to the Interim Capital Investment Programme and members enquired whether reference had now been included in the CIP to Network Rail's proposals for Gatwick station. Mr. Lockwood confirmed that BAA Gatwick was still in discussion with Network Rail and progress was being made on bringing forward options for the station. It was agreed that an update would be given in the Managing Director's commentary for the Consultative Committee meeting.

5. Mrs. Street also reported that she was in contact with Network Rail and was exploring the possibility of their attendance at the meeting of the Consultative Committee in January 2008 to provide an update.

DRAFT CONSULTATIVE COMMITTEE MINUTES – 19TH JULY, 2007

6. The Sub-Committee noted the draft minutes of the meeting of the Consultative Committee held on 19th July, 2007 (copy attached to the signed minutes).

7. Reference was made to minute nos. 9 and 10 relating to the level of service provided at security and immigration. The Sub-Committee expressed grave concern about the decline in the quality of passenger services at the airport particularly in respect of the length of queues at security, check in and immigration, the performance of baggage delivery, cleanliness and the lack of car parking facilities on the airport. Members noted the efforts and frustrations of the Passenger Services Sub-Committee in encouraging BAA Gatwick to improve the quality of service provided at Gatwick and emphasised the need for more action to raise standards. Mr. Lockwood explained that across the BAA group there was now a much stronger emphasis on getting the basics right for passengers in terms of service quality, relationships with the airlines, clean, working and fit for the purpose assets and infrastructure. BAA Gatwick accepted that the South Terminal in particular was an aging asset and was in much need of refurbishment across a number of areas. He also assured the Sub-Committee that BAA Gatwick was fully resourcing the security operation at the airport and every effort was being made to reduce passenger queuing time at security. Mr. Lockwood suggested that an update on delivering the "getting the basics right" programme be given in the Managing Director's commentary to the Consultative Committee.

8. Mr. Evans added that the DfT, in response to the adverse publicity about the quality of passenger services at UK airports, was also looking at how the passenger experience could be improved.

BAA GATWICK LOCAL AIR QUALITY ACTION PLAN 2007-2010

9. The Sub-Committee received BAA Gatwick's Air Quality Action Plan 2007-2010 (copy attached to the signed minutes). Mr. Childs, Environmental Air Quality and Noise Manager, BAA Gatwick, gave a presentation on how BAA Gatwick was taking forward the action plan (copy of presentation attached to the signed minutes). Members noted that seeking reductions in NOX levels was a primary concern for BAA Gatwick and the action plan had been drawn up to complement Reigate and Bansted Borough Council's Horley Air Quality Management Area. Members also noted that the action plan was closely linked to the targets set out in the Airport Surface Access Strategy.

10. Mr. Childs explained that there were four areas identified for further investigation as part of the development of the Action Plan - reducing the auxiliary power unit (APU) emissions; reducing westerly runway related emissions; reducing airside vehicle emissions; and reducing airport related road traffic emissions. An assessment of APU use and FEGP provision was currently being undertaken and, if appropriate, BAA Gatwick would develop an APU emissions reduction strategy for implementation in 2008. Alongside this, BAA Gatwick was also looking at developing an airside vehicle emissions reduction strategy.

11. The Sub-Committee was most encouraged by BAA Gatwick's work in taking forward the action plan and highlighted the need to ensure that in taking forward air quality reduction measures the benefits were considered alongside the generation of noise on the airfield. The Sub-Committee therefore suggested that the Ground Noise Committee be informed about the work being undertaken to improve air quality to

ensure that this did not impact on the work being undertaken to reduce ground noise at the airport.

REVIEW OF CONSULTATIVE COMMITTEE

12. The Sub-Committee considered a joint report by BAA Gatwick and the Honorary Secretary outlining the proposed scope of the review of the Committee's structure, membership, format of meetings and corporate identity (copy attached to the signed minutes). The Chairman explained that a comprehensive review of the Committee had not been undertaken for a great many years and it was timely for such a review to take place. Mr. Lockwood also advised that BAA Gatwick was not expecting to make radical changes to the structure of the Committee but it was important to ensure that there was the right balance of interests. He also explained that the review would include the cycle of reporting data and the key issue was the freshness of the information to make it more meaningful to both internal and external stakeholders.

13. Reference was made to the work of the Passenger Services Sub-Committee and that its work was quite separate from that of the Consultative Committee. It was felt that more interest in the passenger experience needed to be generated at Consultative Committee meetings.

14. The Sub-Committee endorsed the scope and approach of the review.

AIRPORT MASTER PLAN – DRAFT LIST OF COMMITMENTS

15. Mr. Lockwood reported that BAA Gatwick was awaiting detailed comments from the local authorities and a further meeting of the Local Authorities' Steering Group was to be held the following week. BAA Gatwick was proposing around fifty commitments, the wording of which would be improved and standardised and, where applicable, a number of the commitments would have emphasis on action plans to deliver environmental targets. The majority of the commitments would not therefore be specific in detail. Mrs. Howell also advised that Crawley Borough Council and West Sussex County Council had been in discussion with BAA Gatwick and it had been agreed that the annual monitoring and verification process would continue.

16. Mrs. Howell also advised that work on the legal agreement was underway between the three signatories, West Sussex County Council, Crawley Borough Council and BAA Gatwick, and that the timetable for negotiation had been agreed with BAA Gatwick. Mr. Lockwood also reassured members that it was BAA Gatwick's intention to take forward the 2001 legal agreement and that there would be an opportunity for the Consultative Committee to comment on the process.

17. Mr. Freeman, Crawley Borough Council, added that the Borough Council planned to publish its consultation on a Supplementary Planning Document (SPD) to give planning status to the Interim Airport Master Plan, early in 2008.

18. It was agreed that BAA Gatwick would prepare a report on the progress and timetable to the next meeting of the Consultative Committee.

FUEL BURN BY AIRCRAFT

19. Mrs. Howell advised that she had met BAA Gatwick, DfT and BATA to discuss the way in which to take forward the possibility of establishing a figure for CO₂ emissions and fuel burn from departing aircraft at Gatwick. She advised that the Group felt there were many ways in which to arrive at a figure for fuel burn. Members were also informed that the DfT was not proposing to look at individual airports in fuel burn uplift and that it was only looking at the issue on a national level. Mrs. Howell explained that

studies had been undertaken which established a figure. She made particular reference to the study by the Gatwick Area Conservation Campaign – “Gatwick; Destroying Climate Change Targets” and also one by West Sussex County Council, both of which provided valid data but it was not possible to make comparisons as different assumptions had been used. The Group therefore suggested that a more meaningful way forward would be to look at BAA’s work on addressing climate change issues and ways in which progress on delivering climate initiatives and targets were being reported in order to raise the profile of the issue.

20. Members acknowledged the good work that had been undertaken at Gatwick and felt that the focus should be on what had been achieved. It was agreed, therefore, that Mrs. Howell should arrange a further meeting with BAA Gatwick, the DfT and BATA to identify activities taking place at Gatwick Airport to address CO2 emissions and how their activities were being captured in existing reporting processes. A further report would be given at the next meeting of the Sub-Committee.

NOISE EXPOSURE CONTOURS FOR GATWICK AIRPORT 2006

21. The Sub-Committee considered a report by West Sussex County Council’s Director for Environment and Development summarising the results of the DfT’s noise monitoring results for a period of summer 2006 (copy attached to the signed minutes). Members noted that the results of the noise monitoring showed a broadly similar noise exposure position to that of 2005. Mr. Lockwood added that future change in Gatwick’s fleet mix might in some years facilitate a very slight improvement in the noise contours, but the reverse could also be the case. Members also commented upon the length of time it had taken the DfT to publish the results of the latest monitoring period. Mr. Evans advised that the report was produced for the DfT by the Environmental Research and Consultancy Division of the CAA. He would investigate whether they could improve upon the timing of the publication of the report for 2007.

22. Resolved – That it be recommended to the Consultative Committee that:

- (1) The new noise monitoring information be noted;
- (2) BAA Gatwick and the airlines operating from the airport be urged to increase the use of quieter rather than noisier aircraft; and
- (3) The DfT be asked to ensure the prompt publication of the noise exposure contours for Gatwick Airport 2007.

NOISE INSULATION SCHEME FOR RESIDENTIAL PROPERTIES

23. Mr. Norman circulated at the meeting a paper outlining the details of the agreed noise insulation scheme for residential properties and how it differed from the consultation draft scheme (copy attached to the signed minutes). Members noted that in respect of the night time ground noise boundary, properties from both Options A and B would be included within the scheme. Members were pleased to note that it was now the intention to deliver the majority of the scheme over a period of two years.

24. Mr. Norman advised that a letter would be sent to all local residents within the boundaries of the scheme in the next few weeks to advise them of the terms of the scheme and to provide an application form.

NOISE AND TRACK MONITORING ADVISORY GROUP (NATMAG) AND GROUND NOISE COMMITTEE – KEY MESSAGES

25. The Sub-Committee considered the key messages arising from the recent meetings of NATMAG and the Ground Noise Committee (copy attached to the signed minutes). Mr. Lockwood updated the Sub-Committee on the current position in respect of the construction of a ground run pen. He advised that in view of the changes to the operation at the airport over the past few years BAA Gatwick was now questioning whether a ground run pen was appropriate for the airport in the near future. BAA Gatwick would discuss the current position with West Sussex County Council and Crawley Borough Council in the very near future to alert them to the current thinking. Members acknowledged the current situation but highlighted the need for strict guidelines on the management of ground running in the future to ensure that the noise impact was minimised for local residents. BAA Gatwick would prepare a paper for the next meeting of the Consultative Committee on the current thinking.

AIR NOISE AND TRACK KEEPING ISSUES

Disturbance caused by arriving aircraft

26. The Sub-Committee considered a paper by BAA Gatwick setting out the policy and procedures in place for arriving aircraft at Gatwick (copy attached to the signed minutes). Mr. Norman explained that the paper had been prepared in the light of the discussions that had taken place recently at NATMAG, the Sub-Committee and Consultative Committee meetings about the arrivals procedures. He also explained that in response to the recommendations of the Sub-Committee requesting that the range of approach paths being used be further examined, he was using the ANOMNS system to analyse what was happening on approach from both the east and west of the airport. A series of gates between 5 nm and 15 nm would be established on the system at 1 nm intervals along the runway centre line and this data would help to further understand the distribution of aircraft on arrival and whether there had been any changes over a period of time. Mr. Norman circulated at the meeting an example of the type of information that would be produced during the investigation. Members noted that this would show where aircraft were turning, where aircraft joined the ILS and the average height.

26. The Sub-Committee thanked Mr. Norman for producing such an informative paper and acknowledged that the disturbance being caused over Hever had given the Sub-Committee the opportunity to look at the disturbance caused by arriving aircraft from both the east and west of the airport. Members also highlighted that although the CDA procedure had many benefits for the wider community in terms of noise reduction, it appeared that for those communities close to the ILS and glide slope there was less benefit. In view of the number of organisations involved in design, management and monitoring of arrivals procedures and policy, the Sub-Committee suggested that the impact of implementing of the policy should be subject to review.

27. Resolved – That it be recommended to the Consultative Committee:

- (1) That BAA Gatwick be thanked for providing an explanation of the policy and procedures for arriving aircraft;
- (2) That BAA Gatwick be asked to report back on the results of the analysis being undertaken on the distribution of aircraft by the establishment of gates along the centre line of arrivals from both the east and west of the airport; and
- (3) That, as the responsibility for developing and implementing the arrivals policy lies with NATS, the CAA and the Government, the DfT's Aircraft Noise and Monitoring Advisory Committee (ANMAC) be asked to undertake a review of the impact of the implementation of the policy.

Night Movements Summary

28. The Sub-Committee received a summary of the night movements for part of the summer season (copy attached to the signed minutes).

Complaints Analysis

29. The Sub-Committee received an analysis of noise complaints for the period April to June 2007 (copy attached to the signed minutes).

PROPOSED FUTURE FORMAT OF THE FLIGHT EVALUATION UNIT (FEU) QUARTERLY REPORTING

30. The Sub-Committee considered a proposal by BAA Gatwick on the future reporting format for the noise and track monitoring matters. Members considered an example of the report (copy attached to the signed minutes) and suggested that the sample report be circulated to members of NATMAG and the local authority environmental health officers. The Sub-Committee agreed with the principle of four reports a year summarising the key messages of NATMAG, FLOP-C and the General Purposes Sub-Committee.

BAA GATWICK'S CORPORATE RESPONSIBILITY REPORT 2006-2007

31. The Sub-Committee referred to BAA Gatwick's corporate responsibility report for the period 2006-2007 and it was noted that the Honorary Secretary had not received any feedback from members of the Consultative Committee on the content of the report.

COMPETITION COMMISSION – BAA AIRPORT'S MARKET INVESTIGATION – ISSUES STATEMENT

32. Members noted that the Competition Commission had issued on 9th August an Issues Statement as part of its investigation into the supply of airport services by BAA in the UK (copy of press release attached to the signed minutes). Members noted the matters to be covered as part of the investigation and expressed concern that BAA was being criticised unfairly for poor quality passenger services provided by other organisations. The Sub-Committee therefore agreed that the Honorary Secretary should write to the Competition Commission to highlight that as part of its investigation it must take into account the fact that passengers often faced lengthy queues at check-in, baggage drop and reclaim facilities and at immigration, all of which was not the responsibility of BAA and that the airport management had very little control over the quality of the service provided.

33. Members also sought clarification on the Competition Commission's powers in respect of their current inquiry and the status of any recommendations and findings made by the Commission. Mr. Evans, DfT, agreed to clarify the position with the Honorary Secretary.

DfT CONSULTATION ON THE EMISSIONS COST ASSESSMENT

34. The Sub-Committee noted the DfT's press release announcing the consultation on the emissions cost assessment (copy attached to the signed minutes). Members agreed that the Consultative Committee was not in a position to offer informed comments on the technical nature of this consultation and agreed that no response should be submitted by the Committee.

CALENDAR OF MEETINGS FOR 2008

35. The Sub-Committee noted the proposed calendar of meetings for 2008/09 as follows:

Passenger Services Sub-Committee

Wednesday 5th December 2007 at 2.00 p.m.

Thursday 3rd April, 2008 at 2.00 p.m.

Wednesday 9th July, 2008 at 2.00 p.m.

Thursday 2nd October, 2008 at 2.00 p.m.

Thursday 15th January, 2009 at 2.00 p.m.

General Purposes Sub-Committee

Thursday 10th January 2008 at 10.00 a.m.

Thursday 20th March 2008 at 10.00 a.m.

Thursday 26th June 2008 at 10.00 a.m.

Thursday 18th September 2008 at 10.00 a.m.

Thursday 8th January 2009 at 10.00 a.m.

Consultative Committee

Thursday 31st January 2008 at 2.00 p.m.

Thursday 24th April 2008 at 2.00 p.m.

Thursday 24th July 2008 at 2.00 p.m.

Thursday 16th October 2008 at 2.00 p.m.

Thursday 29th January 2009 at 2.00 p.m.

NO BORDERS CAMP

36. The Chairman informed the Sub-Committee that over the following three days the 'No Borders Camp' had organised demonstrations in the locality. A camp had been set up in an area near Balcombe in West Sussex and demonstrations were planned at the new Immigration Detention Centre, Crawley town centre and Croydon. Sussex Police was working closely with partner authorities and contingencies were in place at the airport should the demonstrations impinge on the operation of the airport.

DATE OF THE NEXT MEETING

37. The Sub-Committee noted that the next meeting would take place on Thursday, 10th January, 2008 at 10.00 a.m.

Chairman