

Minutes

Meeting	Bournemouth Airport Consultative Committee		
Held on	Thursday 28 th November 2013		
Time	1430 hrs		
Venue	New Imperial Room, Departures Building		
Attendees	1.	Mr JT Hosker (Chair)	Dorset Federation of Residents' Associations
	2.	Cllr WS Rippon-Swaine (Deputy Chair)	Hampshire County Council
	3.	Cllr Mrs S Anderson	Bournemouth Borough Council
	4.	Cllr TJ Cordery	Ferndown Town Council
	5.	Cllr M Brooke	Poole Borough Council
	6.	Mr I Du Cros	Jet2.com
	7.	Cllr WH Dow	New Forest District Council
	8.	Mrs J Hudson	Broadstone Residents' Association
	9.	Cllr Mrs J Jones	Hurn Parish Council
	10.	Cllr Mrs B Manuel	East Dorset District Council
	11.	Mr P Matthews	Bournemouth Chamber of Trade & Commerce
	12.	Ms J Richards	Bransgore & District Residents' Association
	13.	Cllr P Russell	Crowhill Res' Association / Burley Parish
	14.	Mr P Thorne	Christchurch & District Chamber of Trade & Com
	15.	Cllr T Watts	Christchurch Borough Council
In Attendance	Bournemouth Airport Authority:		
	1.	Mr P Knight	Managing Director
	2.	Mrs C Willoughby-Crisp	Air Traffic & Operations Manager
	3.	Mr A Murray	Principal Planner - MAG
	4.	Mrs S Windsor	External Affairs Consultant
	5.	Ms R Osborn	Secretary
Apologies	1.	Cllr C Bath	Christchurch Borough Council
	2.	Rev C Booth	St Marks West Parley & Airport Chaplain
	3.	Mr O Crosthwaite-Eyre	New Forest National Park Authority
	4.	Cllr J Cullen	West Parley Parish Council
	5.	Cllr Mrs S Grove	Verwood Town Council
	6.	Ms L Hubbard	Dorset Business
	7.	Mr J Mather	ACRA (Affiliation of Christchurch Residents' Associations)
	8.	Cllr Mrs P Morrow	Verwood Town Council
	9.	Cllr Mrs M Phipps	Dorset County Council
	10.	Mr B Rickman	New Forest National Park Authority
	11.	Cllr J Wilson	East Dorset District Council
Next meeting	Thursday 27 th March 2014, commencing at 1430 hrs in the Imperial Room		

1. Minutes of Last Meeting

- 1.1 The minutes of the last meeting, held on 1st August 2013, were approved by those present.

2. Matters Arising / Actions

- 2.1 Reference page 6, paragraph 10.2 of the Minutes, the Airport was asked when it anticipated the £2.50 charge would be dropped. The Airport replied that it did not have a timeframe but it envisaged it would be when the business reached a realistic return on investment.

3. Managing Director's Report

- 3.1 Members were briefed on the half-year performance of Bournemouth Airport (BOH). Passengers for the period April to September 2013 (inclusive) totalled 481,000, which was 5.8% less than expected. This was due to flights expected not being delivered. However, overall, the Airport produced a better than expected performance against budget and remained on target to achieve budget at the end of the Financial Year, assisted by maintaining a tight control on costs.
- 3.2 Following the organisational restructure and the move by the Airport into "multi-tasking" for all employees, it now settled into its established levels moving into the winter season.
- 3.3 Significant improvements had been seen in the ASQ scores ("Airport Service Quality", the international benchmark programme). The Airport had now risen to 2nd the Benchmark Group for Airports in the EU, just behind Murcia. The league table of the 26 airports in the Benchmark Group was shown. With regard to the Benchmark Group for UK Airports, Bournemouth Airport (BOH) had now replaced Southampton in first position with an overall satisfaction score of 4.21. BOH now participated in the ASQ Regional Programme, with surveys carried out twice a year, in summer and winter.
- 3.4 The Airport was now moving into the winter operational programme and Members were briefed on the scheduled passenger flights for the period:
- Ryanair: Alicante – Malaga – Gran Canaria – Lanzarote – Tenerife
 Thomson: Lanzarote – Tenerife – Gran Canaria
 easyJet: Geneva
 Aer Lingus: Dublin
 Crystal Ski: Turin
- In addition:
 Hurtigruten: Northern Lights Fly Cruises
 Omega Holidays: Northern Lights flights
 Transun / Newmarket Holidays: A selection of day trips to Lapland
 Newmarket Holidays: Cologne day trip
- Business remained challenging. However, if this year's winter schedule performed well, it may give the airlines a degree of confidence to consider re-establishing a full year-round operation at BOH.
- 3.5 The project for basing the National Police Air Service (NPAS) helicopter at BOH continued to move forward. Mott McDonald had been selected by NPAS to provide a project design service and was drawing up plans, in liaison with the MAG Property Team at BOH. Project delivery was expected in spring 2014.
- 3.6 Orders were being placed with S&B to provide a new ANPR (Automatic Number Plate Recognition) Car Park Management System at BOH. This would help drive revenue and reduce fraud.
- 3.7 Following a tender process, Yellow Buses had been selected to provide public transport links to the Airport and commenced their winter timetable on the 16th November. The Airport will benefit from an improved service and significant savings on the previous service. A Member asked the Airport to formally minute her Parish's thanks to Discover Dorset for such an excellent bus service over the last few years.

- 3.8 The Airport was considering the introduction of a large solar farm (green energy) on Airport land. First considered in 2011, it was then decided not to go ahead as the Government had reduced the financial support available as part of a review of the “feed in tariff” scheme. If all goes to plan, BOH will issue an Invitation To Tender in the next few weeks, with installation to begin within this financial year.
- 3.9 BOH estimated that it will save 1,400 tonnes of carbon dioxide annually and will meet 15-20% of the electricity demand of the entire Airport site. The panels would be installed on airfield grassland, at a safe distance from the runway. The project had permission from both the CAA and the local planning authority.
- 3.10 The Airport advised that the panels would be 3 mega watts and, when asked, replied that Planning Permission had been agreed by Christchurch Council under “permitted development”.
- 3.11 A Member asked why the Airport did not intend to install more panels to increase demand coverage to 100%. The Airport advised that it was in partnership for this scheme and, as capital investment was high with a longer pay back period, this was the driver for not installing more. The Airport confirmed that the panels would cover 28 acres and at just over a metre high would not be obtrusive.

4. **Airport Activity**

- 4.1 Airport passenger numbers were shown, comparing 2011, 2012 and 2013 to date. Passenger numbers were greater than those in 2011, however, less than 2012. Passenger load factors on aircraft were good, but the Airport needed more passenger aircraft movements. Aircraft movements for the year to date were shown, compared to the previous year, broken down into Commercial and Non-Commercial. Apart from October, Commercial movements were below previous years and the Non-Commercial community struggled outside of the summer months. Overall, total movements were behind the previous years on average. The Airport was asked how GA movements affected profitability and the Airport advised that it was a valued part of its business, however, the Airport had managed to fill the shortfall of smaller GA aircraft by attracting executive jet aircraft.

5. **Customer Surveys**

- 5.1 When questioned, and as reported at the previous meeting, most passengers arrived at the Airport in good time before their flight, i.e. between 1½ and 2 hours beforehand, which corresponded with the main purpose of travel being leisure. The majority of passengers had taken one or two trips during the last year, although the number taking three to five trips in the last quarter had decreased compared to the previous survey. Main country of residence remained the UK with, again, a small percentage originating from outside the UK. However, work was being done by the Airport and the LEP to develop inbound tourism for airports and ports. The survey results showed that, in the main, passengers were in the 45 – 54 age group. The most popular mode of travel to the Airport remained private car. As reported earlier in the meeting, the Airport had risen to 1st place in the ASQ Benchmark Group for UK Airports.

6. **Aviation Related Matters**

- 6.1 Since the last meeting, there had been no aircraft accidents, one aircraft ground incident (burning smell on a Learjet Air Ambulance with a patient on board), six full emergencies, ten local standbys and fourteen First Aid calls. There had been no off-Airport road traffic accidents.

7. Aircraft Noise Report

- 7.1 As agreed at previous meetings, the serial complainants would be shown separately to give a true reflection of the level of genuine complaints. This was to avoid distortion of data and allow for true comparison within the Group.
- 7.2 The Airport reported that it had received 111 complaints from 86 people for the period November 2012 to the end of October 2013. There had been 899 complaints from 4 people for the same period.
- 7.3 A Member asked about specific complaints made from the Burley area. The Airport replied that it would report back to the Member separately after the meeting with the data.
- 7.4 Total aircraft movements from November 2012 to the end of October 2013 stood at 67,495, therefore, 0.127% of air traffic movements attracted a complaint.
- 7.5 31% of complaints were as a result of light aircraft movements, 24% were commercial movements, 24% mail flights, 16% "other", 4% helicopters and 1% were as a result of engine test runs. For the period November 2012 to October 2013 (inclusive), 65% of complaints concerned daytime movements. A Member suggested that any complaints about the Police Helicopter should perhaps be directed to Martin Underhill, the Police Commissioner and not to the Airport.

8. Planning and Policy

- 8.1 The Airport reported on the National Policy for aviation and, in particular, the work of the Davies Commission. Their initial report on "best use" and longer term objectives was still anticipated by the end of this calendar year, but a speech by Sir Howard Davies last month gave pointers as to their current thinking, i.e. "... we will need some net additional runway capacity in the SE" and, "... more point to point flights in smaller aircraft, together with long passenger movements to airports remote from them being significant disadvantages". The MAG response to the speech was being finalised, however, it agreed that there was a capacity problem in the SE but that regional airports did have a role to play in addressing this, in part. MAG's previous response to the "calls for evidence" concentrated on how BOH could develop to meet its capability with few, if any, constraints and expounded the value of regional airports to the UK economy, so they were part of the solution to the UK aviation capacity requirements.
- 8.2 Members were briefed on the Highways Agency Route Based Strategy Consultation. BOH via LEP Connected Dorset, had fed back into this recent consultation. The intention was to set a long term investment programme for the HA, with the express intention of facilitating economic growth. The LEP wanted to devise solutions to evidence-based problems and so were currently collecting evidence. The next consultation on these evidence reports was in January 2014. The Airport's submission was centred on journey-time reliability being crucial to effective catchment area "capture", so work should concentrate on improving performance of networks to deliver this.
- 8.3 The Christchurch and East Dorset Core Strategy Examination In Public was discussed. The Examination took place over a three-week period in September. The proposal was the removal of the Operational Airport from the Green Belt, further refined by a zoning approach relating to the Operational Airport. The Inspector wished to examine Green Belt removal arguments, i.e. whether more development was appropriate in the vicinity of the Airport, was office development appropriate on the Business park, were the transport improvements deliverable and was there sufficient land available to deliver a transport hub.

- 8.4 The 2007 Master Plan set out the approach for the delivery of Airport capacity enhancements, including a terminal development strategy. The Airport gave Members a review on the Master Plan, setting out some of the operational capabilities of the site, showing when and where new or enhanced capacity will be required. Many of the environmental controls had already been secured by the Section 106 Agreement. The challenge was to accommodate the development of the Business Park into the same Master Plan. This was not what the Government had envisaged but the site dynamic justified the approach.
- 8.5 The Airport advised on some highlights from the Review. It was important for the Master Plan not to be forecast led, rather to demonstrate the capability to deliver additional capacity. The Airport currently had permission to process 3 million passengers per annum, so only minor amendments were required as it had the capability to cater for a greater throughput than this. The Business Parks had the potential to deliver up to 60 hectares of developable employment land. There was a Stewardship Scheme to protect valuable landscapes and habitats. The Airport was working closely with stakeholders and partners to deliver schemes that were important to unlocking the sites potential.
- 8.6 With regard to local highway works, the entrance works were almost complete, with final sign-off awaited. The yellow box junction was now in place and Members advised that it seemed to be working well.
- 8.7 The Planning Application had been submitted for the Hurn Roundabout scheme, which was the same design as previously communicated. A discussion took place on the scheme and the Airport advised that compulsory purchase of land would be likely to be required, which may prolong work commencement. It believed that funds were already available for the scheme. A Member advised that Hurn Parish had identified that Blackwater Junction was the real issue, but the proposed scheme was the best that they could have hoped for but not what they would have wished for.
- 8.8 Members were advised that, due to un-meetable deadlines, it had reluctantly agreed not to pursue the City Deal funding bid and instead pursue funding through the Local Enterprise Partnership Growth Deal. There had been a Ministerial meeting the previous day to discuss how to best present this case. The City Deal bid, which focussed on development at the Airport and Port of Poole, was almost entirely transport-focussed and it was yet to be seen whether the Growth Deal would be able to accommodate the level of funding sought.
- 8.9 The first phase of the Aviation Park West development was almost at contract exchange, with completion expected in early 2014 with development to commence soon after. The first phase, one quarter of consented floorspace, would trigger the first highway payment and secure over 350 jobs.
- 8.10 NATS were in discussion with a company who had bid for it's college site with the intention to use it for educational purposes.
- 8.11 Eco Solutions had submitted a planning application to put all its existing food composting into a structure. Hopefully, this should rectify the odour issues. They were also looking to expand their site and operation.
- 8.12 Members were given and update on the off-Airport illegal car parking operation reported at the last meeting. Christchurch Council had issued a Stop Notice, which had been complied with. However, the company had started up again and parking cars further afield in Ferndown, i.e. people dropping their cars off near to the Airport and then the cars would be driven to a distant parking site. The Local Authority were now pursuing this under a criminal prosecution, as the Stop Notice had been breached.

9. Noise Action Plan Review

- 9.1 The last Noise Action Plan was approved in 2011, but the time period for review now had to align to the END (European Noise Directive) timeframe of 2013-18. DEFRA had release new noise maps and new guidance, but the overriding objective of minimising or reducing the number of people affected by noise was still applicable. Broadly, the requirements were unchanged, except the 2nd Round agglomerations required populations in excess of 100,000, as opposed to 250,000, so some airports will be “captured” for the first time.
- 9.2 There were three main changes to the guidance. It had been altered to reflect the existence of the Government’s policy on noise, as set out in the Noise Policy Statement for England, but principles remained unchanged. There was a new chapter for airports like Bournemouth, that already had action plans, suggesting a very light touch review and update, with consultation confined to the Airport Consultative Committees. This was a simplification of the adoption process.
- 9.3 The current Noise Action Plan should be reviewed taking account of the results of the noise mapping completed in 2012 and the progress made against the actions described in the current action plan.
- 9.4 The current Plan should be revised to include, as necessary, the updating of details about the Airport and its operation, updating information about relevant legislation and standards and updating relevant nation and local policies.
- 9.5 Contour sizes at Bournemouth and, therefore, population exposure, had reduced. Most of the measures for controlling noise were subject to the annual Section 106 monitoring. Controls were constantly reviewed to adapt to changing aircraft performance and slight modifications to procedures had occurred since the last Noise Action Plan. For example, the phasing out of the older aircraft, which had given rise to significant complaints. Also, there was a Group-wide procurement of a new Webtrak product with enhanced data capture, for expected roll-out in February next year.
- 9.6 It was envisaged that, once the Plan had been revised, it would be presented to the Airport’s Consultative Committee for comment, and any other appropriate bodies, depending on the extent and nature of the revisions.
- 9.7 Members agreed that the Airport should present the changes to the Noise Action Plan at the next meeting in March (draft document to be circulated before the meeting). The Airport would circulate the Guidance Notes with the Minutes.

10. Community Relations / Community Fund

- 10.1 The Bournemouth Airport Community Fund had awarded £8,461.71 to Christchurch Football Club at the last meeting earlier in November. This left a balance of £16,666.16 to allocate to organisations for the remainder of the year. The Fund had awarded a total of £51,795.55 since it started.
- 10.2 A Member asked why Community Fund only awarded organisations with the Christchurch area, as there were many charitable organisations within the local area which would be very grateful for extra money. This had been discussed at previous meetings. It was suggested that there may the possibility of a change as Christchurch Borough Council and East Dorset District Council were now joined. The Member for Christchurch Council clarified that they remained two separate councils, albeit with one Chief Executive overseeing both operations.
- 10.3 A Member advised that a solar farm development automatically generated an associated community fund. The Airport advised that it was unaware of this, however, it was leasing the land to an operator and such fund would be under their jurisdiction.

10.4 The Airport advised that it was arranging work experience placements for schools in the local area for next year. Also, it was working with Dorset County Council to set up four educational visits to SSSI (Sites of Specific Scientific Interest) land for next year.

10.5 The Airport held a Parish Council meeting that morning, which was well attended. Attendees received an update on Airport activities, with content similar to the presentation for this meeting but more Parish-focussed.

11. **Any Other Business**

11.1 The Airport was asked what passenger growth was expected for next year and it responded by saying that it was too early to predict at present.

Chairman Date 2014