

UNCONFIRMED MINUTES – TO BE CONFIRMED AT THE NEXT MEETING OF GATCOM ON THURSDAY 18 JULY 2019

GATCOM

Minutes of the meeting of the Gatwick Airport Consultative Committee held on 25 April 2019 at the Hilton Hotel, Gatwick Airport.

Present: Tom Crowley (Chair)

Jeff Alexander	-	Gatwick Diamond Business
Peter Barclay	-	Environmental and Amenity Groups
Roger Elkins	-	West Sussex County Council
Carolyn Evans	-	Charlwood Parish Council
Mike George	-	Horley Town Council
Peter Hall	-	Passenger Representative
Angie Hills	-	ABTA
Alex Horwood	-	Reigate and Banstead Borough Council
Alan Jones	-	Burstow Borough Council
Liz Kitchen	-	Horsham District Council
Graham Knight	-	Surrey County Council
Chris Larkman	-	Which?
Michael Payne	-	Kent County Council
Rupert Simmons	-	East Sussex County Council
Charles Yarwood	-	Mole Valley District Council

Also present:

Stewart Wingate	-	Chief Executive Officer, GAL
Tim Norwood	-	Director of Corporate Affairs, Planning & Sustainability, GAL
Andy Sinclair	-	Head of Airspace Strategy & Engagement, GAL
Tim May	-	Department for Transport
Brian Cox	-	Technical Adviser
Paula Street	-	Assistant Secretary
Lisa Etchell	-	Secretariat

Apologies for absence were received from: Philip Allport (Airlines UK), Ken Harwood (Tandridge District Council), Chris Hersey (Mid Sussex District Council), Douglas Moule (Gatwick AOC), Katie Nurcombe (Coast to Capital LEP), Nigel Smith (Tourism South East) and Geraint Thomas (Crawley Borough Council)

MINUTES

185. Resolved - That the minutes of the meeting held on 24 January 2019 be approved as a correct record and that they be signed by the Chair.

GATCOM STEERING GROUP – CHAIR’S REPORT

186. GATCOM received the [report](#) of the Chair summarising the matters considered at the meeting of the GATCOM Steering Group on 21 March 2019 (copy attached to the signed minutes).

Heathrow Airspace Consultation

187. The Chair highlighted that GATCOM’s [response](#) to Heathrow Airport Limited’s consultation reiterated the Committee’s previous views about the need for Heathrow’s design principles to take a holistic approach to ensure that environmental improvements can be achieved for those communities under flight paths around Heathrow and Gatwick. The response also highlighted concerns about some of Heathrow’s design principles having potential to create and/or sustain areas of traffic conflict, particularly for the routes 3 and 4 Standard Instrument Departures where Heathrow’s flight paths currently restrict the rate of climb of Gatwick’s traffic. GATCOM will be kept informed of Heathrow’s proposals.

GAL’s New Noise and Track Keeping System

188. GATCOM noted that the first phase of the new system went live on 1 April supported by a brand new fleet of noise monitors, presenting real-time flight tracking and noise data direct to the local

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community. It also has an automated telephone system to log noise complaints and a mobile phone App. The second phase of the project, which includes a new noise information website, will be delivered over the coming months.

189. GATCOM requested that GAL give a presentation on the new system at its next meeting.

Noise Management Board (NMB)

190. GATCOM endorsed the response the GATCOM Steering Group agreed on behalf of the Committee commenting on the Review Sub-Committee's proposed terms of reference for the new operating structure of the NMB.

191. Mr Wingate thanked GATCOM members Helyn Clack (Surrey County Council) and Liz Kitchen (West Sussex County Council) for their contribution to the work of the Review Sub-Committee in helping to formulate the proposed new governance structure and terms of reference for the NMB.

CHIEF EXECUTIVE OFFICER'S REPORT

192. GATCOM received the Chief Executive's [commentary](#) on activity at the airport since the date of the last meeting (copy attached to the signed minutes).

Future Ownership

193. Members noted that the transaction of half the ownership stake (50.01%) in Gatwick to VINCI Airports was likely to conclude in the coming weeks. GAL was making arrangements to mark the start of the new era for GAL by VINCI Airports and Global Infrastructure Partners at an event in mid-May.

194. Members also noted that GAL continued to prepare for all outcomes of the Brexit negotiations.

Traffic Growth

195. Mr Wingate reported that Gatwick had seen continued growth and over the past quarter. There were 61.2k aircraft movements handling 9.7 million passengers with an aircraft load factor of 82.1%. The route network continued to grow with new services to Ankara (Turkey) currently the only service operating to London, Rio de Janeiro, Miami, San Francisco, Cluj-Napoca (Romania) as well as to a number of other short haul destinations. Gatwick had however lost services to Chengdu, China and Newquay to Heathrow.

Service Quality

196. Reference was made to the fact that Gatwick continued to achieve all its regulatory core service standards and passenger satisfaction scores for both arriving and departing passengers remained high.

197. Members also welcomed that the performance of the special assistance service providers, Wilson James continued to improve, and performance remained solid over the last quarter. ABTA reported on its Accessible Travel and Tourism Seminar taking place on 8 May at which GAL and Wilson James were speakers.

Drones

198. Mr Wingate reported that following the airport drone incident in December 2018, GAL continued to work closely with Government agencies, specialist companies and other airports to share learning and best practice. The extension to the "No Drone" areas around the airport and the need for signage of areas was noted by members.

199. GATCOM requested that that Horsham District Council be included in discussions on where signage was needed.

Boeing 737 Max

200. Mr Wingate also advised that there were a small number of aircraft at Gatwick that had been affected by the recent grounding of all Boeing 737 Max planes. These included Turkish Airlines, Tui Airlines and Icelandic Air, all of whom had made alternative provisions.

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London Transport Awards

201. Members congratulated GAL on receiving the inaugural award for Excellence in Transport Accessibility at the London Transport Awards on 6 March 2019.

Gatwick Airport Community Trust

202. GAL was thanked for its continued financial support for the work of the Trust. Alan Jones, GATCOM's nominated Trustee, reported that 133 applications had been received in this year's round of grant applications. The Trust will award grants to successful applicants in May. Alan Jones thanked GAL for its support of £218,000.

203. Kent, Sussex and Surrey Foundations were also currently seeking applications for grant funding from the Gatwick Foundation Fund.

Sustainability Targets

204. GAL's 2018 progress report on its Decade of Change sustainability targets, including its carbon footprint, was currently being independently verified, with GAL aiming to publish the report in May 2019. GAL confirmed that it was already considering how to take forward its sustainability work into the next decade. The current Decade of Change Strategy runs through to 2020.

205. The publicity GAL gives to its carbon neutral accreditation and achievements within the terminal buildings was also discussed. Whilst GAL's positive contribution to managing its carbon footprint on-airport was supported and welcomed, GATCOM asked GAL to review the wording of its messaging to ensure that there was awareness amongst passengers and staff that the carbon neutral accreditation related to GAL's own emissions. The Environmental and Amenity Groups representative believed that users of the airport should be made aware of the overall carbon footprint resulting from Gatwick's operations. GAL agreed to review the messaging.

DRAFT AIRPORT MASTER PLAN 2018

206. Tim Norwood, Director of Corporate Affairs, Planning & Sustainability, GAL, gave a presentation on the response to the draft Master Plan consultation (copy of slides attached to the signed minutes).

207. He reported that a total of 5,285 responses had been received. As expected, the majority of responses were from members of the public and 201 responses were from stakeholder organisations. The key themes raised in responses were outlined in the presentation slides. IPSOS Mori, commissioned by GAL to analyse and report on the consultation response, was in the process of completing its analysis and would prepare a report summarising the consultation responses. The IPSOS Mori report would be issued at the same time as GAL issued the final Master Plan document. Subject to GAL Board approval, GAL anticipated publishing the Master Plan in the second half of the year.

208. In the meantime, GAL was taking into account the feedback received in the drafting of the final Master Plan document and as part of that was undertaking further work including traffic and environmental surveys and continued engagement with local authorities. GAL was also waiting for the publication of the [Committee on Climate Change's Report](#), expected to be published in May.

209. Members made reference to the shortage of land supply for housing and business in the Gatwick area highlighting the need for the long term safeguarding of land at Gatwick to be resolved. GAL advised that this was an issue being considered as part of the Aviation Strategy Green Paper and the continuation of safeguarding would be an issue to be addressed as part of Crawley Borough Council's review of the Local Plan consultation, due to commence later this year.

210. GAL was also asked whether it would publish as part of the report on the consultation, the number of objectors/supporters for each of the growth scenarios outlined in the draft Master Plan. GAL confirmed that numerical information would be included in the report, where possible.

GATWICK CARGO OPERATIONS

211. Stephen King, Head of Airline Relations, GAL presented an overview of GAL's cargo operations (copy of slides attached to the signed minutes).

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212. Mr King reported that there was around 10,000 to 20,000kg of cargo per passenger flight at Gatwick with cargo carried in the belly of passenger aircraft and for many airlines cargo was becoming increasingly important and is key to long haul profitability.

213. He also advised that Gatwick's cargo centre was sold by BAA in 2005 (along with Heathrow's cargo centre) and was now owned by SEGRO on a 250-year lease. GAL was not therefore in direct control of who occupied the facilities or the operation but worked very closely with SEGRO to ensure that growth was facilitated and managed properly. Recent growth had been around 20% per annum driven by the increase in Gatwick's long-haul traffic, and belly-hold cargo was expected to grow in line with growth in long haul services growing to around c.176kton/annum by 2022 and 183ktons/annum by 2027. Most cargo was transferred to the distribution centre at Heathrow via the strategic road network comprising M25, M23 and A23 through Highways Agency signage. Trade via Gatwick contributed £7.2bn to UK GDP and supported 113,800 jobs in the UK.

214. Reference was also made to firms in the Gatwick Diamond area which were 1.5 times more likely to export than the national average. 60% of goods exported from the Gatwick Diamond area and 57% from the Coast to Capital area go to non-EU destinations compared with the national average of 51%. GAL would continue to monitor the cargo operation to ensure maximum efficiency and minimum impact to the local area.

215. GATCOM raised concerns that whilst it recognised the contribution of Gatwick's cargo operation to the national and regional economy, cargo added weight to aircraft which meant that they were heavier on landing and taking off resulting in a higher noise impact for local communities. Members also noted that as Heathrow was still the main distribution hub, the back and forth of cargo was not beneficial to the environment. GAL advised it was working with cargo operators over the issue.

PLANNING AND AVIATION NOISE

216. GATCOM received a presentation by Anthony Masson, Senior Planning Officer and Brian Cox, Principal Environmental Health Officer on an overview of its Local Plan Policy which addressed the policy vacuum left by the revocation of Planning Policy Guidance Note on Planning and Noise (PPG24) which resulted in the absence of technical guidance at national level (copy of slides attached to the signed minutes).

217. Mr Masson reported that Crawley Borough Council's Local Plan adopted in 2015 included a bespoke noise policy underpinned by specific noise standards aimed at preventing development in areas where noise exposure was greater than 66dB. This approach was found "sound" by the Planning Inspector at the Local Plan Examination and successfully defended at planning appeal. The Local Plan policy addressed potential future noise exposure and referenced the noise contours produced for a possible wide spaced runway.

218. Members were advised that the Borough Council was to review the current Local Plan and would be consulting on the first stage in the Summer 2019. The Council was considering ways in which to strengthen its current approach with possible inclusion of further restriction on noise sensitive development where exposure from aircraft noise would exceed 60dB.

219. Mr Cox discussed the health impacts from noise which were summarised along with the recommendations contained in the new WHO Environmental Noise Guidelines issued in 2018. A new challenge was that the recent change to national planning policy of "Permitted Development" allowed noise sensitive developments to come forward without restriction or mitigation. An example this was the conversion of First Choice House from office accommodation to residential housing, with poor quality glazing which exposed occupants to significantly high noise levels. It was noted that Crawley Borough Council was happy to share its experience in developing local plan policies with other planning authorities.

220. GATCOM was concerned about the problem arising from office to residential conversion, permitted development rights in terms of noise exposure to occupants of the new homes and also in respect of the loss of much needed business space in the area. GATCOM agreed to raise these matters in its response to the Aviation Strategy Green Paper.

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221. The Chair commended the approach taken by Crawley Borough Council and encouraged GATCOM members to share details with their organisations. He had mentioned Crawley's approach at a recent meeting with Robert Light, Head Commissioner, Independent Commission for Civil Aviation Noise (ICCAN) and highlighted the problem with permitted development rights for conversions to housing.

222. Resolved – That the problems arising from permitted development rights be included in GATCOM's response to the Government's consultation on the Aviation Green Paper.

END NOISE ACTION PLAN 2019-2024

223. Andy Sinclair, Head of Airspace Strategy and Engagement, GAL, reported that GAL's END Noise Action Plan (NAP) 2019 - 2024 was adopted by Defra on 11 February 2019. The Environmental and Amenity Groups' representative advised that the community groups had approached Defra, as they believed that GAL's END NAP should not have been adopted as it did not adhere to the requirements of the END.

224. Mr Sinclair reported that working through NATMAG, GAL had developed a work plan for 2019 to take forward 14 of the actions in the NAP which include those actions GATCOM previously identified as a priority for GAL to take forward early in the life of the plan. GAL was committed to reporting regularly on the progress made in delivering the END NAP actions as follows:

- GAL would provide updates to the quarterly meetings of the Noise and Track Monitoring Advisory Group (NATMAG).
- The NATMAG minutes would contain a summary of GAL's updates to give greater transparency to the progress being made.
- GAL would publish an annual END NAP Progress Report which will be presented to NATMAG and GATCOM.

225. GATCOM considered a paper by the Secretariat setting out the GATCOM role in monitoring the delivery of the END NAP actions (copy attached to the signed minutes). The Environmental and Amenity Groups' representative whilst agreeing with the recommendations on the role for GATCOM in monitoring progress made in delivering the END NAP actions, advised that the community groups had recently written to Defra to set out their disappointment that Defra had adopted GAL's END NAP as in their view it did not adhere to the requirements of the END regulations.

226. Resolved – That:

- (1) the approach to monitoring the delivery of the actions in the END NAP as set out in paragraphs 23., 2.5 and 3.2 of the Secretariat's report be agreed;
- (2) GATCOM's Lead Member Noise report on the deliberations of NATMAG includes a summary of the progress made by GAL in delivering the END NAP.

AIRSPACE UPDATES

CAA Airspace Change Process – CAP1616: GATCOM's Role in the process

227. Paula Street presented the Secretariat's report setting out for approval the suggested role of GATCOM in the CAA Airspace Change Process known as CAP1616 (copy attached to signed minutes).

228. She reported that the CAA's new comprehensive airspace change process for designing and consulting on changes to airspace came into effect in January 2018. There were seven stages in the process with four gateways, when the CAA's approval must be given before the airspace change sponsor could progress to the next stage. The CAA expected airspace change sponsors to engage with local representatives such as local authorities, airport consultative committees and local groups in developing its airspace design principles and design options. As airport consultative committees were required to be engaged in the process, it was important for all parties to be aware of GATCOM's role in the process.

229. Concern was raised by two members about the absence of a requirement for GAL to engage with interested parties on the Statement of Need prior to its submission to the CAA before the decision was made on whether or not to initiate an airspace change process. GATCOM was advised that it was a

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matter for the CAA to address as prior engagement was not a requirement of the new process. GAL confirmed that for FASI-S, its approach to the development and content of its statement of need was in line with the statements of need submitted to date by the other airports involved with the FASI-S project and had been submitted in accordance with the CAA's requirements.

230. Resolved – That:

- (1) The various stages in the CAA's CAP1616 airspace change process as set out in Appendix 1 of the Secretariat's report be noted;
- (2) The role for GATCOM in the CAA's CAP1616 airspace change process as set out in paragraph 2.3 of the Secretariat's report be agreed.

Airspace Modernisation: FASI -South

231. The GATCOM officer response to GAL's 'An introduction to Design Principle Development' engagement document issued on March 2019 was endorsed (copy attached to the signed minutes).

232. Mr Sinclair gave an update on the process of engagement to date and the timeline that GAL was working to in developing the design principles for the project. GAL was aiming to seek comments on a second engagement document to be issued within the following week so that it could submit the final document to the CAA by 13 June ready for the gateway assessment scheduled to take place on 28 June. GATCOM's views were sought on whether there were any other key issues that needed to be addressed not covered in the officer response which needed to be addressed in GAL's second engagement document. [GAL issued the second engagement document on 27 April with a deadline for comments of 17 May]

233. GATCOM highlighted the need to ensure that the development of the design principles was not in conflict with the work being undertaken by the NMB.

234. Members also questioned whether town and parish councils would be invited to comment on the second engagement document, with a particular request to involve Horley Town Council in the engagement. GAL advised that the same set of stakeholders as used for the initial engagement would be used for the second round of engagement, which meant that Horley Town Council would receive a copy of the document via its GATCOM representation. GAL was asked to give an explanation in its communications on the engagement process as to whom had been invited to engage at this stage in the process and why, and of the opportunities for others to engage as the process progresses.

235. Resolved -

- (1) That GATCOM's response to the second engagement document would be agreed on behalf of GATCOM by the Chair in consultation with the Vice-Chair, Lead/Deputy Lead Member for Noise and those GATCOM members that also served on the NMB: and
- (2) That GATCOM's response to GAL's second engagement document includes reference to the need to ensure the alignment of the design principles with the work of the NMB.

Route 4

236. Mr Sinclair gave an update on the progress of changes the CAA required GAL to make to the Route 4 Standard Instrument Departures (SID) since the last meeting of GATCOM.

237. He reported that the changes required to revert the Route 4 conventional SIDs to their position as they were before 7 April 2017 continued to be progressed. All design work and validation had been completed and implementation of the change to the Route 4 conventional departures was now expected to take effect in September 2019. This would not change the track currently flown by aircraft.

238. Reference was made to the development of the new airspace change proposal, GAL was commencing engagement with identified stakeholders on the development of design principles for the route. The Design Principles Questionnaire and invitation to Design Principles workshops was issued to relevant stakeholders on 17 April, with responses requested by 10 May. Focus groups would be used to help develop the design principles with the intention of circulating a draft Design Principles document

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mid-June before submitting the final “design principles proposal” to the CAA by 12 July for consideration at a CAA assessment scheduled for 26 July. GAL expects to undertake the formal Route 4 consultation around the end of 2019/start 2020.

NOISE AND TRACK MONITORING ADVISORY GROUP (NATMAG)

239. GATCOM’s Lead Member for Noise’s [summary report](#) of the deliberations of NATMAG was received and the key messages to GATCOM noted (copy attached to the signed minutes). Alan Jones, GATCOM’s Lead Member for Noise, advised members that the implementation of the new noise and track keeping system at the beginning of April had resulted in a significant improvement to GAL’s noise monitoring capabilities.

240. GATCOM expressed thanks and appreciation of the work undertaken by Bob Peters, AAD on community noise monitoring at Gatwick over many years who had now retired.

PASSENGER ADVISORY GROUP (PAG)

241. Peter Hall, PAG Chair, presented his [report](#) in respect of the activities of PAG since the date of the last meeting (copy attached to signed minutes). He was pleased to report that overall passenger complaints had gone down and the number of compliments had increased.

242. He advised that PAG continued to review with GAL the way in which disruptive events were handled, ensuring lessons learned were always taken into account and had congratulated GAL on the handling of events over the past quarter.

243. He also reported that under new guidance from the CAA, GAL was required to set up an Accessibility Forum. PAG would discuss with GAL how the work of the new forum will link to the work of PAG.

244. Reference was also made to the consultation on GAL’s annual review of the Capital Investment Programme which was due to commence in the following few days. GATCOM noted PAG’s formal role in the review process to ensure the passengers’ perspective was taken into account in GAL’s planning. GATCOM would be kept informed of PAG’s views.

245. Resolved – That:

- (1) PAG discusses with GAL the establishment of an Accessibility Forum with a view to seeking a joined-up approach to the needs of disabled passengers and to ensure there was no duplication of effort; and
- (2) PAG’s involvement in a wide range of consultations, projects and operational matters be noted.

“AVIATION 2050: THE FUTURE OF UK AVIATION” – AVIATION GREEN PAPER

246. Mrs Street presented the Secretariat’s [report](#) which set out for consideration the suggested response to the government’s consultation on the Aviation Green Paper on ‘Aviation 2050: The Future of UK Aviation (copy attached to the signed minutes).

247. She advised that the consultation had now been extended to 20 June, although for the proposed legislative amendments for airspace change, the consultation closed on 11 April.

248. Resolved – That subject to:

- (1) The inclusion of a comment on the need for the Government to address the challenges now posed in terms of housing developments in areas exposed to significant noise as a result of permitted development rights
- (2) The views of the GATCOM Steering Group on whether any changes need to be made to GATCOM’s final response on Climate Change once the recommendations of the Committee on Climate Change are known to ensure that there are no further issues that need to be taken into account;
- (3) The suggested response set out in Appendix 1 of the Secretariat’s report be approved and submitted to the DfT.

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DATE OF NEXT MEETING

249. Members noted the next meetings of GATCOM as follows:

GATCOM Steering Group – Thursday 27 June 2019 at 10.00 a.m.

Passenger Advisory Group – Thursday 4 July 2019 at 1.30 p.m.

GATCOM – Thursday 18 July 2019 at 2.00 p.m.

250. Members also noted that the next meeting of Gatwick Airport Limited's NATMAG would take place on Thursday 9 May 2019 at 10.00 a.m.

251. Members noted that the next meetings of Gatwick Airport Limited's Noise Management Board would take place on Thursday 8 May 2019.

Chairman