

EAST MIDLANDS AIRPORT

INDEPENDENT CONSULTATIVE COMMITTEE

Transport, Economic Development and Passenger Services (TEP) Sub Committee

APPROVED Minutes of the Meeting held at East Midlands Airport

10 October 2008

Present:

Independent Facilitator/Meeting Chair
ICC Deputy Chair

Mr B Whyman MBE, Ch, JP
Mrs C Barker

Organisation:

Association of Airport Related Parish Councils
Consumers Association
Leicestershire and Rutland Association of Parish Councils
PAIN
Derbyshire County Council
Derby City Council

Mr M Raven for Mr A Corbett
Mrs C McDowall MBE,JP
Cllr J Pike
Mrs P Beddoe
Cllr C Cutting for Cllr G Carlile
Cllr L Care

East Midlands Airport:

Director of Planning and Development
Head of Customer Experience RAD
Travel Plan Marketing Manager
Minute Secretary

Mr J Froggatt
Mr J Doherty
Ms K McHugh
Ms A Lamin

08/14T APOLOGIES AND DECLARATIONS OF INTEREST

Apologies were received from Mr A Morris-Richardson. The following members did not attend the meeting: Mr P Hewett and Cllr D Slater.

The Chairman paid tribute to Mr David Coulson who died recently and all present acknowledged his contribution and commitment to the ICC.

There were no Declarations of Interest.

a. Minutes of the meeting held on 30 May 2008.

The minutes of the meeting held on 30 May 2008 were agreed as a true record.

b. Points for action arising from the minutes:

08/07T:

EMA will check the appropriate address for papers to be sent to Cllr Corbett.

ACTION: EMA

EMA will provide a revised ICC membership list showing both organisations, names and contact details where members have agreed to these being disclosed, to the next ICC meeting.

ACTION: EMA

08/08T b:

EMA confirmed that seats in the baggage hall have been increased by 30% and more will be provided when current extension work is complete.

08/09T:

EMA will invite Derek Keegan as the ICC Passenger Airline representative to talk to the TEP sub committee on the PRM (Persons of Reduced Mobility) regulations and actions and will also follow up Derby Disability Group membership of the sub committee.

ACTION: EMA

08/12T b:

EMA confirmed awareness of difficulties with exit time restrictions on the car parks. The layout of the short stay car parking facilities are being reviewed.

EMA are liaising with Servisair trainers on check-in services.

In response to the issue of people queuing on the tarmac on arrival, the 'Snake' queuing system which enables the largest number of people to queue in the hall has gates to shorten walking distances when traffic is light. If left open when busy this exacerbates queuing problems. EMA confirmed that delays can be due to a shortage of Border Agency staff and are working with the agency to resolve the problems.

08/12T c:

Cllr John Pike tabled a summary explanation of why Kegworth residents seek a change to EMA public transport to improve services to Kegworth. This was discussed under agenda item 3 of this meeting – minute 08/16T.

It was noted that the opening of East Midlands Parkway Station is now delayed until April 2009. EMA remain concerned about the current rail timetable.

08/15T CHAIRMAN'S COMMENTS:

The Chairman had no additional comments not otherwise covered through the agenda items.

08/16T PUBLIC TRANSPORT – UPDATE ON RECENT DEVELOPMENTS:

Kelly McHugh presented and reviewed the information circulated. This included Nottingham Skylink, Derby/Loughborough Skylink, Skylink serving Kegworth, Leicester Skylink, Rainbow 5, Coalville 155, Ilkeston Development, Kickstart Exit Strategy, East Midlands Parkway Station, Shuttle Bus between EMP and EMA and Highways Agency Update.

a. Skylink serving Kegworth

It has been agreed by Kinchbus that a service to Kegworth is viable and proposals will be put forward for commencement of the service in January 2009. A detailed proposed timetable was tabled and reviewed. An email had been received by the Chairman from a member who had given apologies for the meeting, supporting the proposals, providing that as this service will impact on the service to Diseworth and Long Whatton consultation will take place with the appropriate parish councils. Cllr John Pike thanked the EMA representatives for the work undertaken to propose a satisfactory solution for both Kegworth and Diseworth and Long Whatton residents, and is pleased that action is now being taken. Cllr Pike requested that an analysis of pick up and drop offs for Long Whatton and Diseworth be provided by the bus company. It was recognised that times of service and the number of vehicles available limited the service options.

EMA will request passenger figures from the bus company and will contact Long

Whatton and Diseworth parish council with regard to the proposals.

ACTION: EMA

b. **Timetables:** A member outlined the difficulty that Skylink services do not get passengers to EMA for the first departing flights of the day and asked if there was the potential for more early morning buses. EMA agreed that co-ordination between buses and flight times and a service for commuters is important and timetables are under consideration. Provision of the services is being developed step by step and all comments are welcomed.

c. **Funding:** The age and unsuitability of vehicles used by Leicester Skylink was acknowledged. The EMA Bus Partnership is looking at ways of ensuring that funding is in place to allow both a continuation of the service beyond the Kickstart funding period which expires in March 2009. Local authorities have committed to fund years 4 and 5 and the aim is that the schemes will be financially viable by year 6.

d. **Marketing:** A member suggested that marketing the services should be reviewed to increase awareness, thereby increasing usage and income – leading to viability.

The Chairman thanked Kelly McHugh for the detailed information presented.

08/17T EMPLOYMENT REPORT 2007:

The detailed report circulated was reviewed.

It was noted that the information provided by EMA is dependent on the information provided by employers.

The reduction in cargo employees recorded is probably due to re-categorisation.

A member asked if it were possible to determine how many employees are UK residents or transient migrant workers. EMA will consider how to record the percentage of migrant workers and monitor the impact.

ACTION: EMA

EMA felt that if flights are reduced because of airline failure (eg XL) the reduction in the overall number of employees would result in slower growth rather than showing a clear reduction.

08/18T FLIGHT PATTERNS AS PART OF BUSINESS DEVELOPMENT:

The report circulated was reviewed. It was noted that EMA definitions of day and night flights differ from some other airports. Day flights are from 7.00am to 11.00pm. The number of departures between 6.00am and 7.00am is increasing. Long haul flight times are dictated by the time of arrival at the destination and time zone differences.

A member specified details of a number of scheduled night flights and EMA will review the details provided.

ACTION: EMA

Members reiterated the continued anxiety of local residents that there is a growth in the number of passenger and cargo night flights and an alarming growth in the number of passenger night flights.

08/19T AIRPORT REPORT:

a. **Statistics Summary report:**

The details circulated were noted.

b. **Customer Services:**

The details circulated were reviewed. It was agreed that the new report format was helpful and informative.

EMA contractors are monitoring the use of Disabled Parking Spaces. All the Disabled Car Parking spaces are in the Short Stay car park to facilitate easy access to the airport with the result that these take up a significant proportion of the car park.

Members felt that parking at EMA was difficult if not chaotic at times in the Short Stay car park. EMA confirmed that a review of the internal traffic flow for the Short Stay car park and respite lanes at the exits is underway. A drop off point for arrivals was suggested. Taxi pick ups and drop offs create a problem and licensing legislation prohibits taxis dropping people off which are not licensed in North West Leicestershire from taking new fares. Security and safety is part of the overall problems and EMA is considering zoning the car park for different uses. Cllr Care will enquire on the options for change regarding taxi licensing with the Derby Licensing authority.

A member asked that bay labelling be increased in the car parks. EMA will review and action where appropriate.

ACTION: EMA

A member asked that consideration be given to issuing airport passes to ICC members to enable them to view and inspect passenger facilities at various times. John Froggatt advised of security and safety restrictions but confirmed an earlier invitation to ICC members wishing to visit specified areas of the airport, to contact him so that this could be arranged.

Concern was expressed about taxis parked off site waiting for incoming passengers. This is to avoid paying car park charges. EMA acknowledged the situation and are reviewing options which it was agreed are limited.

A member asked if the Sub Committee members could experience "arrival" at the airport. EMA will arrange this combined with a future meeting and if possible a presentation with the Border Agency.

ACTION: EMA

c. **Employment and Training update:**

The report circulated was reviewed and the new initiatives noted. The website is currently out of action because of a hacking problem and EMA are working on an early solution. Training rooms are now available and in use at the Administration Building 34.

The Employment Network Manager is available for future presentations and ongoing questions.

Cllr Care will advise details to EMA of "Workplace Health Network in Derby" promoted by the Derby PCT.

ACTION: CLLR CARE

08/20T

DATE OF NEXT MEETING:

Friday 20 February 2009 at 10.00am

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