

**NOTTINGHAM EAST MIDLANDS AIRPORT**

**INDEPENDENT CONSULTATIVE COMMITTEE**

**Approved Minutes of the General Meeting  
held at DHL Offices, Nottingham East Midlands Airport**

**3 FEBRUARY 2006**

**Present:**

Independent Chairman

Mr B Whyman, MBE, Ch., JP

**Users:**

ABTA

Mr R Hebblethwaite

DHL Aviation UK Ltd

Mr P Hewett

Leicestershire Chamber of Commerce and Industry

Mr J Dean

Nottinghamshire Chamber of Commerce and Industry

Mrs E Whitehead

Consumers Association

Mrs C McDowall

Unison

Mr E Bratt

**Local Authorities:**

Broxtowe Borough Council

Councillor M Rich

Derby City Council

Councillor S Bolton

Erewash Borough Councillor

Councillor R Parkinson

Leicester City Council

Councillor J Mugglestone

North West Leicestershire District Council

Councillor D H Wintle

Nottingham City Council

Mr G Butterworth

Rushcliffe Borough Council (Vice Chairman)

Councillor Mrs M Males

South Derbyshire District Council

Councillor R Lane

**Local Groups:**

CPRE Nottinghamshire and Rushcliffe

Mrs B Walker

CPRE Derbyshire

Ms C M Barker

Derbyshire Association for the Blind Limited

Mrs P Taylor

Derbyshire Association of Local Councils

Councillor D Adams

Kings Newton Residents' Association

Mr M White

Leicestershire and Rutland Association of Parish and  
Local Councils

Councillor J Pike

Melbourne Civic Society

Mr P Grimley

People Against Intrusive Noise (PAIN)

Mrs P Beddoe

SAVE Aston Village Environment

Mr J Gidlow

WINGS

Mr D Coulson

**Nottingham East Midlands Airport:**

Managing Director

Ms P Coates

Community Relations Manager

Ms M Benson

Director of Planning & Development

Mr J Froggatt

Divisional Manager – Environmental

Mr N Robinson

Finance Director

Mr B Thompson

General Secretary

Mrs R Holland

Minute Secretary

Mr G Purdy

The Chairman welcomed Councillor S Bolton of Derbyshire City Council, Councillor J Mugglestone of Leicester City Council and Mr G Butterworth, Nottingham City Council (substitute for Councillor A Clarke) to their first meeting of the ICC.

It was agreed that meetings would commence at 10.00 am rather than 10.30 am until further notice

#### **06/01 APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Ms G Sanderson, Mr L Macefield, Mr G Stocks, Councillor Mrs L Pendleton, Mr J Alexander, Dr D Gillingwater, Councillor R Kershaw, Councillor A Clark, Mr A Morris-Richardson, Mr R Parkinson and Mr B Conway. Mrs E Whitehead attended as substitute for Mr A Morris-Richardson and Mr J Gidlow attended as substitute for Mr P Makinson.

#### **06/02 DECLARATIONS OF INTEREST**

No interests were declared.

#### **06/03 ACCURACY OF MINUTES OF MEETING HELD ON 4 NOVEMBER 2005**

The minutes were approved subject to the following amendments:-

Page 1: Dr G Gillingwater of Loughborough University to be added to the list of attendees.

Page 5: In the final paragraph the member who had said that discussions with the Government rather than Opposition MPs would be preferable, pointed out that this statement was not meant to be a criticism of the Chairman. An appropriate amendment would be made to the minutes.

Page 6: The reference at the foot of page 6 to initiatives that had been brought forward by the "ICC" should have said the initiatives were brought forward by the "Chairman".

Page 10: In the final paragraph the reference to "7,000" new Ryanair flights should have read "over 1,000" new Ryanair flights.

Page 15: The first action point would be amended to state that NEMA would also circulate the 2005 employment survey report, when available.

#### **06/04 ACTION POINTS ARISING FROM THE MINUTES**

The Chairman had produced a written report of his meeting with MPs to the last environmental meeting. The Chairman agreed that this report would be

circulated to the new ICC members. **ACTION:** *NEMA to circulate written report to new members.*

A member said that whilst the minutes stated that copy minutes were posted on the Airport's website, the last set of minutes that he could find on the website dated back to November 2004. The Airport Company agreed to investigate the position. **ACTION:** *NEMA to check posting of minutes on website.*

Regarding Minute 05/38 the Chairman confirmed he had contacted the member who had raised the issue and who was not present at the current meeting. Whilst the Chairman commented that he would prefer the member concerned to summarise the current position in person for the benefit of the meeting the Chairman explained that his understanding was that the member's current view was that there was no benefit in further discussion of the critique at this stage and that the member felt it would be more appropriate to look at the matter again once the draft Master Plan consultation process was underway.

Under Minute 05/40 a member stated that his understanding was that a further member had spoken to MORI regarding the questions that had been asked in their survey and that MORI had stated that as far as they were concerned they had retained no intellectual rights to the questions or data, which became the responsibility of their client once the survey had been concluded. The Airport Managing Director confirmed that if that was the case the Airport Company would look at making details of the questions available to the members of the ICC. **ACTION:** *NEMA.*

Under Minute 05/41 the Airport Company confirmed that a summary of the previous employment report had been handed out at the previous meeting and that it would circulate the 2005 employment report when available. **ACTION:** *NEMA to circulate report when available.*

All other action points had been actioned.

## **06/05 CHAIRMAN'S REPORT**

The Chairman had been provided with copies of e mail correspondence between the representative for CPRE Leicestershire and the Airport Company. The member had requested that a new analysis be introduced into the Airport's ICC noise complaint report. The Airport Company had declined the request on the grounds that the format of the report had only recently been changed following a lengthy review by an ICC sub group of which the member concerned had been a member, and which had been reported to the December 2005 ICC environmental meeting. The Airport Company felt that the revised form of report proposed by that sub group and endorsed by the ICC should be given a chance to work before further amendments be considered. The member had also requested certain information with regard to ISO 14001 which had been included in the report tabled to the current meeting.

The Chairman said that he had received a request from Mr Steve Charlish on behalf of an organisation called "DEMAND" to be admitted as a member of the ICC. A member stated that it was believed that "DEMAND" stood for "Demand EMA now be designated" and that the organisation was a pressure group representing residents of East Leicestershire affected by aircraft noise. Following a short debate it was resolved by a substantial majority on a show of hands that DEMAND should be admitted as a member of the ICC as a Local Group subject to them providing evidence that they are a properly constituted organisation representing the interests of persons concerned within the locality in which the Airport is situated. **ACTION:** NEMA to confirm membership subject to receiving constitution.

#### **06/06 PRESENTATION ON THE ROLE OF HANDLING AGENTS BY REPRESENTATIVE OF PENAUILLE SERVISAIR**

Ms Michelle Geoghegan of Penauille Servisair gave a presentation upon the role of handling agents in the aviation industry. She summarised who Penauille Servisair are, the activities they carry out on behalf of airlines and the background to the relationship between airlines, airports and handling agents. Following the presentation members raised a number of questions which were answered by Ms Geoghegan and by representatives of the Airport Company.

A member asked how many jobs were likely to be created with Penauille Servisair following the recent creation of Ryanair's base at the Airport. Although she did not have an exact figure available at the meeting an estimate of 60 check-in/clerical positions and 60 ramp /industrial positions was given.

A member suggested that given Penauille Servisair currently employed over 200 people at the Airport, consideration should be given to inviting them to join the ICC as one of the Users. An Airport Company representative confirmed that it was likely that the current vacant AOC (Airport Operators Committee) position on the ICC would be filled by a Senior Manager of Penauille Servisair.

#### **06/07 ICC CONSTITUTION**

The proposed amended constitution circulated with the agenda papers was discussed. It was agreed that the document should correctly refer to the Independent Consultative Committee of East Midlands International Airport Limited. It was also agreed that reference to trade unions would be included within the Users group rather than Local Group. In accordance with the sub group's deliberations and as previously reported it was agreed that all reference to a "rota system" should be taken out of the document. A number of further minor amendments were also agreed.

A further revised constitution taking account of the above amendments would be presented to the next general meeting. **ACTION:** NEMA to amend constitution and circulate to ICC members.

The Airport Company's Managing Director said that the Airport Company would consider whether or not the option of using sub groups to debate certain matters might be a more efficient and productive way of dealing with some issues, and agreed to bring any proposals to a future meeting. **ACTION:** *Airport Company to consider further options for improving the working of the ICC.*

The Managing Director also said that the Airport Company would undertake a general review of how information was disseminated to members of the ICC and the public at large including press releases and the circulation of draft and approved minutes and their publication, and report back to the next general meeting. **ACTION:** *Airport Company to report to the next general meeting.*

A member reminded the Airport Company and the ICC that item 7 of the constitution required that any matter to be considered at a meeting should be submitted to the General Secretary at least 14 days before the meeting save in case of emergency, and also that agreed agenda and associated papers shall be circulated to members not less than 8 days before the meeting. She said that she wished to have her comments minuted as she did not consider it acceptable practice for reports to be tabled at the meeting as had happened on a number of recent occasions.

#### **06/08 COMMUNITY FUND**

It was resolved to approve a report proposing that Councillor Lane be appointed to represent the Derbyshire area on the Community Fund Management Committee in place of Councillor Whyman and that Councillor Lane be authorised to appoint Councillor Shepherd as his substitute.

The Chairman of the Community Fund gave a verbal update. The Community Fund Management Committee last met on the 16 November and was due to meet again in approximately two weeks' time. At the meeting in November the total of £6,222 had been awarded in grants to nine organisations. A new Community Fund application brochure had been prepared for approval at the next meeting of its Management Committee and the final approved version would be made available to the next ICC general meeting. **ACTION:** *Copies of new application brochure to be made available to next general meeting.*

#### **06/09 AIRPORT'S REPORT**

##### Statistics and Business Development

A member asked whether Customs and Immigration, security and other services would cope with the increase in the number of inbound destinations. Customs and Immigration was a matter for the relevant control authorities but an Airport Company representative confirmed that its security provider was an industry leader and that security provision was constantly reviewed and updated to ensure that the most robust operational security regime was in place at all times.

A number of members raised concern about the comment in the report

regarding some first wave departures occurring before 0700 and last arrivals after 2300. One member asked how many such flights there would be before 0700. A representative of the Airport Company said that the flight schedule was now available and would be circulated. The Airport Company representative commented that with the general pattern of four rotations a day it was inevitable that the majority of the first wave of flights would be looking to depart at around 0700 and the last flights to arrive at around 2300. For operational reasons a small number of flights would have to slip beyond the 0700 and 2300 hour envelope. A further member commented that the low cost airlines should not have a "God-given" right to fit in four rotations a day and that the rights of local residents not to be disturbed should override any rights or requirements of low cost airlines. A representative of the Users pointed out that these planes did not fly empty. The reason they left so early in the morning was because passengers demanded departures at that time and the airlines were meeting the demands of the customers who were the public at large.

A member requested that the booklets detailing summer/winter flight programmes be made available to members at ICC meetings. Whilst it was noted that these were actually circulated to all ICC members, the Airport agreed to make the brochures available at ICC meetings. **ACTION:** *NEMA to make new brochures available to next meeting following publication.*

A member commented that she had received a complaint from a member of the public who had no means of obtaining the actual times of flight departures from the Airport. A further member noted that the times of scheduled departures were included in the booklets that were sent out by the Airport Company and that the timings of charter departures were included in all travel agents brochures. The member who raised the issue maintained that the relevant times were not included in the booklets that she had seen and the member of the public concerned had subsequently flown from another airport. **ACTION:** *NEMA to look into the matter and report back to next general meeting.*

### Community Relations

The Airport's Managing Director explained that the draft Master Plan would be published on 10 February and would be circulated and publicised via the website, local community presentations, in the press and by consultation with stakeholders. The Airport Company welcomed feedback and were openly encouraging as many comments as possible. She emphasised the Airport Company's desire for those making comments to suggest alternatives to the Airport's proposal wherever possible so that these could be considered. It was planned that the consultation process would close on 14 May and the final Master Plan would be produced towards the end of the year, the exact timing to depend upon the number and depth of responses received. The ICC members would have the option of receiving a full printed copy of the draft Master Plan and/or a written summary and copy on disc.

A member raised the issue of a press release that she had seen which was

promoting cheap parking on the Airport's site and suggested that this was contrary to the Airport's surface access strategy which was to encourage the use of public transport instead of private cars. A representative of the Airport Company responded that whilst the it's strategy was to encourage public transport as opposed to private car journeys, a promotion such as the car parking promotion had benefits in encouraging people to travel to the Airport and leave their car until their return as an alternative to travelling by taxi or by having lifts from relatives, both of which involved two journeys to and from the Airport rather than one and as such were the least environmentally friendly options. A further Airport Company representative stressed the Airport Company's public transport strategy was a long term strategy aimed at encouraging both passengers and employees to use public transport in favour of private vehicles. The Notts City Council representative suggested that it might be useful if they, together with the Airport Company, gave a presentation to the ICC upon the operation and growing patronage of the "Skylink" service since its launch. There was a consensus that this would be a good idea. **ACTION:** *NEMA and Notts City Council to look at bringing a report upon the "Skylink" service to a future meeting.*

A member queried whether or not the Airport Company had sufficient on site car parking capacity to cope with the additional Ryanair flights. An Airport Company representative confirmed that the Airport Company had sufficient space for the foreseeable future.

A member commented that as the public transport links to the Airport had grown, and particularly with the introduction of the Swadlincote service via Melbourne, the Airport had become something of a transport hub for bus routes giving local people the opportunity to change buses at the Airport to reach destinations not otherwise achievable from the villages. The member asked whether the Airport Company itself could give consideration to circulating timetables within the local community and also whether it could look more closely at interconnecting routes with a view to timetabling better connections, particular from the Airport terminal. An Airport Company representative confirmed that this was being looked at on an ongoing basis.

#### Environmental Summary Report

In response to a member's query a representative of the Airport Company confirmed that Derby would be one of the specific areas covered by the revised form of noise report which would be presented to the next environmental meeting.

It was noted that in paragraph two of the Environmental Summary report reference to a paper submitted by the Melbourne Civic Society should have been reference to a paper submitted by the ICC sub group.

With regard to the reference in the report regarding relatively low levels of complaints from Kegworth, Castle Donington, Diseworth, Melbourne and Wilson, a number of members pointed out that this factor should not be taken as evidence that the residents of those areas were content with or accepted the number of aircraft overflying their villages. The members suggested that

there was not a general contentment with the situation in those towns and villages but rather the reason for the low level of complaints was due to complaint fatigue and/or complainants becoming frustrated that their complaints were not being acted upon. A representative of the Airport Company commented that whilst noting those comments it was also the case that a large number of complaints by a single complainant in any particular area, whilst clearly important to the individual, could also distort the figures and made analysis of the pattern of complaints more difficult. The Airport Company's Managing Director repeated her request for organisations and members of the public who were unhappy about the impact the Airport was having upon them to come forward with comments and suggestions as part of the Master Plan consultation process. She commented that the Airport Company had a difficult balance to strike between its commercial interests and those of its customers, and being a good neighbour in the local community and to the wider environment. This was not an easy balance to strike but the Airport Company was committed to fully considering any comments or suggestions that came about as part of the Master Plan process.

A member queried whether or not the Boeing 737-200 series aircraft had been phased out by Ryanair given the media reports regarding the late delivery of their new Boeing 737-800 aircraft. A representative of the Airport Company confirmed that notwithstanding the delay the aircraft had been phased out of use by Ryanair at NEMA and had in fact been sold. However, as a result of the delay in delivery of the Boeing 737-800 aircraft there had been a delay in the introduction of some of the new Ryanair services from the Airport and from other airports.

#### Planning Applications

It was confirmed that the determination of the full planning permission for extension to the runway was still under active consideration by the Local Planning Authority and that it was believed the Planning Authority a decision was still some months away.

It was confirmed that development which was currently taking place to the west end of the Airport site was a new JCB hangar and the new development to the east of the Airport site was a new building for Royal Mail.

#### Customer Service Feedback

In response to a member's query it was confirmed that reference to complaints regarding "EMA Staff" did mean staff employed directly by the Airport Company.

### **06/10 LEGISLATION RELATING TO PEOPLE WITH REDUCED MOBILITY**

An Airport Company representative briefly summarised its report with regard to legislation governing this topic which was expected to come into effect in 2008.

The member representing Derbyshire Association for the Blind stressed the importance of Consultancy firms such as that which was working for the Airport Company consulting directly with the agencies and organisations representing disabled groups.

A member queried whose responsibility it was to determine where disabled people were seated in aircraft as in his experience there appeared to be an inconsistency in approach in this regard. It was confirmed that this was the responsibility of the airline.

#### **06/11 PASSENGER CHARTER UPDATE**

An Airport Company representative gave a brief summary of the report circulated with the agenda papers which confirmed that the European Court had upheld the application of the new compensation regulations against a challenge by budget airlines. Copies of a leaflet on the Charter had been circulated with the papers.

#### **06/12 MASTER PLAN – TIMETABLE FOR PUBLIC CONSULTATION AND LIST OF EXHIBITIONS**

The Airport Company confirmed that the draft Master Plan timetable circulated with the agenda papers had been revised, updated and re-circulated.

#### **06/13 DATE OF NEXT MEETING**

The next general meeting will be held at 10.00 am on Friday, 28 April 2006 at the offices of DHL.