

## HEATHROW AIRPORT CONSULTATIVE COMMITTEE

### Minutes of the Meeting held on 31st March 2010 at the Heathrow Academy

#### PRESENT:

Sam Jones, Chairman	-	HACC
Philip Carlisle, HACC Adviser	-	HACC
Carole Havercroft, Secretary	-	HACC
Cllr. James Randall (Deputy)	-	LB Ealing
Cllr. Graham Horn	-	LB Hillingdon
Cllr. Santokh Dhillon	-	LB Hillingdon
Cllr. Felicity Barwood	-	LB Hounslow
Cllr. Ruth Cadbury	-	LB Hounslow
Cllr. Geoff Acton	-	LB Richmond upon Thames
Cllr. Christopher Turrell	-	Bracknell Forest BC
Cllr. Dev Dhillon	-	South Bucks DC
Cllr. Balvinder Bains	-	Slough BC
Cllr. George Trussler	-	Spelthorne BC
Cllr. Denise Grant	-	Spelthorne BC
Virginia Godfrey	-	HACAN/Clearskies
Susan Parsons	-	ABTA
James Fremantle	-	AUC
Roger Wiltshire	-	BATA
Margaret Majumdar	-	EANAG
Rob Gibson	-	LAANC
Iain Hope	-	LCCI
Brian Yates	-	Consumers' Association
Andy Hull	-	Independent
Keith Harlow	-	Independent
Susan Laurie	-	Independent
Richard Taylor	-	Independent

#### HEATHROW AIRPORT LIMITED

Chris Butler	-	T4 Operations Director
Nigel Milton	-	Director of Aviation Policy and Political Relations
Simon Baugh	-	Director of Airport Communications

#### PRESENTERS

Phil Roberts	-	CAA Asst. Director of Airspace Policy
Rick Norman	-	BAA Head of Noise & Air Quality

#### OTHERS

Frank Evans	-	DfT
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## **APOLOGIES FOR ABSENCE:**

### **1. Apologies for absence were received from the following:-**

Nick Cullen (BAA), Mike Forster (BAA), Ian Ramsay (Independent), John Gurney (TUC), Lara Reed (Independent), Steve Ronald & Isobel Knox (IATA), Cllr. Ian Potts (LB Ealing), Cllr. Peter De Vic Carey (LB Hounslow), Cllr. Jim Maddan (LB Wandsworth), Cllr. Ian Lake & Cllr. Denise Saliagopoulos (Surrey CC), Murad Qureshi (London Assembly).

2. The Chairman announced that Mike Brown, who had formerly held the position of Chief Operating Officer at BAA since March 2009 had now left the business and had been replaced by Nick Cullen. Both he and Mike Forster were on annual leave and therefore the management report would be covered by Chris Butler, T4 Operations Director and Simon Baugh, Director of Airport Communications.

Also, Lynette Braithwaite representing the Airport Transport Users' Council (AUC) had resigned from the Committee, mainly due to her skiing accident last year, from which she did not fully recover. James Fremantle from the AUC Secretariat had attended the meeting in her stead. In due course, a new representative would be nominated to HACC.

It would be the final attendance of Simon Baugh at a HACC meeting. He would be replaced at future meetings by Nigel Milton, BAA Director of Aviation Policy and Political Relations, which was a new role within the organisation. Simon would continue in his position as BAA Director of Airport Communications.

### **4338 MINUTES OF THE PREVIOUS MEETING**

1. Minutes of the meeting held on 3rd February 2010 were agreed as an accurate record.

### **4339 MATTERS ARISING**

#### **(a) Minute 4322 – Tactically Enhanced Departures (TED) (Secretary)**

1. Frank Evans had submitted a response letter (See Agenda Item 8).
2. Margaret Majumdar recalled that the Committee had been told by the DfT (at the 23rd September 2009 meeting to which this refers) that the TED (Tactically Enhanced Departures) proposal would start between 1st February 2010 and 1st May 2010. At present, no difference had been noticed on easterly departures, so she wondered when was it the intention to commence TED.

Simon Baugh responded that he would check on this. He believed that it was necessary to make enhancements on the taxiway of the Northern Runway before TED could be operated.

**ACTION:**  
**SIMON**  
**BAUGH**

**(b) Minute 4323 – Set up a meeting between representatives of HAL and PSSC delegation to discuss the implications of Passenger Focus (Mike Brown).**

1. The Chairman stated that he thought this matter was purposely progressing slowly at present, because there was the question of legislation before the role of Passenger Focus could be introduced. There was also some uncertainty on the funding.
2. Philip Carlisle stated that he recommended that this subject should be deferred for at least two months, as it was possible, before the General Election, that there may be a meeting between the association of UK Airport Consultative Committees, the Department for Transport and Passenger Focus, to discuss at a higher level, the principles of how they propose to operate.

It was thought to be more beneficial to wait until data was received from that, before being concerned as to how it would actually impact a specific airport.

3. Brian Yates, Chairman of the PSSC, stated that the members had discussed this topic at the meeting on the morning of 31st March 2010. It was felt that the funding matter should be raised and also the danger of the possibility of a full duplication exercise of conducting surveys.

Whilst the Committee should keep a very close eye on this matter, it was not believed that any particular action should be taken at present.

**(c) Minute 4323 – Night Flights during Olympics 2012 (Frank Evans).**

1. DfT response letter had been circulated with the Agenda and was noted.

**(d) Minute 4323 – Send a letter to Cllr. Malcolm Beer (RB Windsor & Maiden confirming the restrictions put in place with NATS at Heathrow on aircraft operations for Remembrance Day commemorations (Simon Baugh).**

1. This had been actioned.

**(e) Minute 4328 – CAA's Airspace for Tomorrow Consultation (Philip Carlisle).**

1. This was covered under Agenda Item 6.

**(f) Minute 4329 – CAA Workshop (Passenger Focus) (Philip Carlisle).**

1. This was covered under Agenda Item 9.

**(g) Minute 4330 – Air Quality at Heathrow - Extension to 2015 (Frank Evans).**

1. DfT response letter had been circulated with the Agenda and was noted.

2. Mr. Evans said that he had referred to a policy document published on 3rd March 2010 by Defra, 'Air Pollution: Action in a Changing Climate' available on their website, which dealt with the issue of meeting NO<sub>2</sub> limits. This should clarify the question raised on the UK request for an extension to the time limit in the AQ Directive to 2015.
3. Virginia Godfrey stated that she had hoped for a 'yes' or 'no' answer to her original question of the position on the extension to 2015. A request was made for a hard copy of the document as referred to be sent to her.

Frank Evans agreed to action this.

**ACTION:**  
**FRANK**  
**EVANS**

**(h) Minute 4332 – Invite Rick Norman as Chairman of the Noise & Track Keeping Working Group to present at the 31st March 2010 meeting to explain the structure and workings of the NTKWG (Secretary).**

1. This was covered under Agenda Item 7.

**(j) Minute 4332 – Establish if the Noise Infringements & Fines Report could be sent electronically to Margaret Majumdar (EANAG) and Virginia Godfrey (HACAN/Clearskies) on a regular basis (Secretary).**

1. The Secretary confirmed that this was actioned.

**4340 REPORT BY THE CHAIRMAN AND SECRETARIAT**

1. Cessation of weekly 'Skyport' mailing - BAA policy to reduce costs.
2. The Chairman reported that both he and Philip Carlisle, HACC Adviser, were in the midst of discussions with BAA regarding the future budget of the Consultative Committee. In the past, no budget had been set, but authorisation was received on necessary expenditure. Now BAA had stated that they were looking to reduce the organisational running costs of HACC, in line with other departments in BAA. A very substantial reduction had been requested, which it was not thought to be possible, and also would change the face of the Committee into the future.

A meeting with Philip Carlisle, Simon Baugh and Nigel Milton would take place on 7th April 2010 to take this issue further.

Looking at some of the costs, one of the first victims could be the weekly mailing of 'Skyport', which cost £2160 per annum in postage to despatch to the Committee Members.

Both Margaret Majumdar and Cllr. Ruth Cadbury had expressed concern at ceasing the weekly mailing, whilst Cllr. Felicity Barwood had responded that she did not mind. However, no other Members had commented.

3. Margaret Majumdar said that to no longer receive 'Skyport' was disappointing, as sometimes, information was received on operations at the airport that were not available in any other form. It was therefore useful from that point of view.

It was suggested that if the cost was attributed to the envelopes and postage, could the 'Skyport' be saved each week by the Secretary, and posted out to the Members at the end of each calendar month, rather than on a weekly basis.

Whilst it was suspected that the industry Members of the Committee could obtain a copy of 'Skyport' by other means, the remainder had no alternative access and would like the despatch of the newspaper to be restored.

4. Andy Hull asked if 'Skyport' was available online, as with other publications.

The Secretary confirmed that the newspaper was not available online, but by subscription at a cost of £60.00 per annum.

5. The Chairman said that another saving to consider was to stop the provision of the buffet lunch held before the HACC meeting. At the outset, there were two very good reasons for establishing the lunch. Firstly, the PSSC members were in attendance for the morning meeting of the Committee and stayed on for the afternoon HACC meeting. It was therefore reasonable to be provided with lunch. Secondly, it was customary in days gone by, when the top BAA management positively supported the Committee, the Managing Director and the Executive Team attended the lunch and talked to the Members, which was a good use of the time to get to know one another.

A further suggestion was to start to send the Committee Members all HACC Agenda papers and documentation electronically, rather than by post. However, if people still requested hard copies, this could be arranged.

These were the sort of issues that were currently being considered in an attempt to cut the organisational running costs of the Committee, as far as was reasonably possible.

6. Margaret Majumdar said that the figure quoted to administer HACC was only a small percentage, compared to the overall BAA budget. If 'Skyport' was not to be sent to the Committee Members, she would feel compelled to write to the Editor and explain that the Committee was no longer receiving the newspaper and its information due to BAA cutting its costs.
7. Andy Hull asked what other main expenditure attributed to the running costs of the Committee.

The Chairman replied that apart from one full-time employee and two part-time consultants, the expenditure was set against the mailings, postage, telephone, e-mail, sundry costs and Member expenses.

8. Richard Taylor said that he would be happy to volunteer to receive the HACC documentation in electronic form, as he thought would several other Members.
9. Brian Yates stated that the Secretary already despatched the PSSC documentation by electronic means.

10. Iain Hope stated that he sympathised with BAA wishing to cut its costs, in line with other companies around the country. However, it should be remembered in the negotiations, that all of the Members represented around the table, subsidised BAA very heavily indeed, with their time and travel and on other matters. This should be very much borne in mind in these discussions.
11. Cllr. Turrell said that following on from that, he reminded BAA, that the Committee was in position as a statutory requirement and any alteration that would get in the way of its running would be of concern.
12. Simon Baugh pointed out that no proposals had been made as yet by BAA. Both the Chairman and HACC Adviser had been asked if it was possible to review the budget of HACC as they had not previously been asked to do so. BAA were not seeking to impose cuts, but to seek a discussion with the Committee about where there were opportunities to reduce the costs, whilst continuing to let the Committee do its work in the way that it does.

It was the idea of BAA to hold an initial discussion with Sam Jones and Philip Carlisle about where there might be some opportunity to potentially agree a reduction of costs. Those proposals in their entirety could be brought to the next meeting of HACC on 2nd June 2010, to hold a discussion on this subject. If the Committee Members would prefer to receive the HACC documentation by e-mail, it did not make sense to spend £8K on postage per annum.

#### **4341 HEATHROW MANAGEMENT MATTERS**

1. (a) Introduction of Nigel Milton, BAA Director of Aviation Policy and Political Relations.

Nigel Milton advised the Committee Members that he had joined BAA one month ago, from Virgin Atlantic, where he had worked for the past six years as General Manager, Public Affairs. He recognised the importance of the HACC.
  - (b) Dialogue with Mr. Chris Butler, Operations Director for Terminal 4.

Mr. Nick Cullen, newly appointed Chief Operating Officer of Heathrow Airport was unable to attend the meeting and had sent his Apologies to the Committee Members.

Chris Butler advised the Committee Members that he had worked within BAA for the past 31 years, sixteen of those in various Director roles across a number of BAA airports.
  - (c) BAA Heathrow Update and Statistical Information had been circulated with the Agenda and was noted.
2. Rob Gibson referred to the BAA interpretation of the R3 judicial review ruling. He said that he had a different interpretation of this and quoted verbatim from the ruling made by Lord Justice Carthwath, who had had stated that the process was flawed in 2009 compared to the proposal put forward in 2003 and was 'untenable'.

It was therefore necessary to review the situation and look at the events that had occurred between 2003 and 2009 and consider key issues like Climate Change economic justification and surface access.

Rob Gibson continued that it was now necessary to consider remedies and the local authorities were looking to the financial costs in this regard.

In the BAA Heathrow Report, Mike Forster's interpretation of the matter was that the judgement was about the process of consultation. However, Rob thought that this was not the case, but about the differences between the economic benefits and the actual future costs of the development of a third runway.

It was also stated that the Government's consultation process will not have to be re-run. However, Lord Justice Carnwath had invited the Transport Secretary, Lord Adonis, to sign a declaration that he will not use the Aviation White Paper 2003 as a National Policy Statement for Aviation. Rob said that he interpreted this to mean that the public consultation process would need to be re-done.

Rob Gibson said that the local authorities had seen the ruling as a significant victory.

Simon Baugh responded to the comments made by Rob Gibson and said that there was not very much that had been said that BAA would disagree on.

In the future, the Government would need to take into account the Planning Act and Climate Change Act and the consultation process undertaken in 2003.

It was his understanding that it was always the intention of the Government to launch a consultation in advance of a National Policy Statement.

This meant that the process the Government would need to follow was precisely the same as it was prior to this judgement. The Judge had not overturned the policy decision made by the Government in January 2009 in support of a third runway.

It was for BAA very much about the process of consultation, rather than policy decision.

3. Frank Evans commented that it was necessary to recognise that Lord Justice Carnwath referred to the fact that there would be further opportunities for consultation. The word 'untenable' was used and picked up out of a small section of the ruling.
4. Virginia Godfrey said that she supported the comments made by Rob Gibson. However, if the DfT agreed with the decision why did BAA fight the case, as it must have proved very expensive with lawyers. It was her understanding that the carbon costs and surface access was not taken into account and would need to be re-assessed and that the project could not be approved until all of the costs had been agreed.

Simon Baugh responded that it was not BAA that had fought the case.

The costs were borne by Local and Government expenses.

5. Andy Hull referred to the Home Affairs Committee Report and the recommendation for a greater willingness to ban direct flights from countries not meeting tougher international security standards. He asked if there was a list of known countries in this regard. Also, who audited these standards.

Frank Evans responded that the DfT took their advice from other organisations.

6. Roger Wiltshire referred to the Heathrow Employment Survey which had been published, which showed that more than 76,000 people worked at Heathrow Airport. He asked if they all had ID passes.

Simon Baugh responded yes. This figure would not include people working indirectly, i.e. in Hotels and other establishments. Therefore, this figure could increase to 100,000 people, where their job depended upon Heathrow Airport.

#### **4342 AIRSPACE FOR TOMORROW**

1. Presentation by Mr. Phil Roberts, Assistant Director of Airspace Policy - Civil Aviation Authority on developing the United Kingdom's airspace arrangements in a safe, sustainable and efficient way and how Heathrow Airport and its activities might be affected by this, which would be subject to a consultation (*enclosed*).

2. The Chairman asked what issues he envisaged would be consulted on.

Phil Roberts responded that principally, some of the trade-off issues and the approach that should be adopted and how this should be applied, as they all interact.

3. Iain Hope asked how did the political wish for expansion of 'Open Skies' fit in with the task. There was a requirement for as many flights as possible, although there was limited space and the situation with the Compton Gateway, which it was understood was already one of the heaviest traffic gateways into Europe.

Phil Roberts responded that this facet of the strategy had to be taken into account. It was hoped to create an environment with the most efficient use of maximum capacity, both environmentally and safely.

4. Roger Wiltshire said that the work in this area of sustainable aviation was interesting. The continuous climb in a difficult airspace was good on emissions. BATA were keen to work with the CAA to reduce the amount of holding.

Mr. Roberts responded that it could result in one of the principles that a key driver in airspace design would be to reduce the climb. However, when this was applied to several airports in the London area, not everyone could have continuous climb all of the time. The optimum solution had to be found which delivered the best benefit overall.

5. Andy Hull referred to the map which showed the holding points, which were very near to the airport. He asked if they could be further out and higher.

Phil Roberts responded that it would be good to eradicate these, but did not wish in this process to cause adverse problems for other users of the airspace.

6. Philip Carlisle asked if it was envisaged that there would be a possibility in the future of some temporary controlled airspace, perhaps at peak times. With the freedom of navigation going away from Vortac and avoiding lines in different places, was this feasible.

Phil Roberts replied that as part of the revised strategy, there would be a move away from reliance on terrestrial navigation. It was possible to define a flight path in the air, not aligned, which brought greater flexibility. However, this did not bring benefits everywhere, but reduced the amount of capacity.

In terms of the airspace issues, volumes of temporary controlled airspace were already created, with mandatory zones to protect the final approach. The CAA were working with NATS to improve.

The Chairman thanked Phil Roberts for his update.

#### **4343 NOISE & TRACK KEEPING WORKING GROUP**

1. Presentation by Rick Norman, BAA Head of Noise & Air Quality on the structure and workings of the NTKWG (*enclosed*).
2. Cllr. Cadbury stated that she was unsure where the balance lay on receiving the information and acting upon this occurred. One matter which was very central to this was noise insulation, an issue which had been raised by the LB Hounslow on several occasions, as many of the residents lived in areas which, had they been sited near to other airports would have received noise insulation.

The question was asked if this subject could be brought into the Terms of Reference and if not, why not.

Rick Norman responded that there was an action to review the Noise Insulation Scheme for 2010 in the Noise Action Plan, which the NTKWG would look at and track. However, it was not in the remit of the Group to deliver this. All of the insulation schemes were being reviewed by BAA.

3. Rob Gibson thanked Rick Norman for his work on the Noise & Track Keeping Working Group and the Environmental Noise Directive (END). As previously requested, he asked if he could obtain a copy of the first draft of the Noise Action Plan submitted by BAA to the Ministers at the Department for Transport.

Rick Norman agreed to action this.

**ACTION:**  
**RICK**  
**NORMAN**

#### **4344 TACTICALLY ENHANCED DEPARTURES (TED)**

1. Paper by Frank Evans of the Department for Transport on Tactically Enhanced Departures (TED) had been circulated with the Agenda and was noted.

#### **4345 PASSENGER FOCUS**

1. Report by the HACC Adviser (**HACC.567**) on the CAA Workshop attended on 1st March 2010 had been circulated with the Agenda and was noted.

2. Philip Carlisle stated for clarity that airports were issued with a Safety Operational License in order to operate. This licensing scheme was totally separate and connected more with financial regulation than safety operation.

The subject of Passenger Focus was covered during the workshop. The whole process was still in a very early stage. The CAA were conducting a series of further stakeholder workshops. However, it was not proposed that these would be attended on behalf of HACC, as they were relevant to technical translation of the current financial controls, mainly of the three designated airports into a licensing regime. Other airports would be licensed, but it was principally as a mechanism to apply to those airports moving more than five million passengers per year, to be in accord with the European Airport Charges Directive.

3. James Fremantle stated that the introduction of Passenger Focus might never happen, and if it did, could take between one to five years. In terms of personnel, the AUC Secretariat would, in any event, carry over to Passenger Focus.

#### **4346 AIRPORTS ECONOMIC REGULATION**

1. Letter from the Civil Aviation Authority in regards to the review of the price control process for Heathrow, Gatwick and Stansted had been circulated with the Agenda and was noted.
2. Philip Carlisle stated that the CAA would hold a series of stakeholder workshops, linked to this under two headings. The first, to review initial options for alternative price controls for airports, and the second, the competition guidelines they would use to inform their decision making process. Both of these were on a schedule which ran into next year. These would be the subject of consultation documents. It was proposed that these publications were awaited, rather than the Committee becoming involved in financial controls.

#### **4347 REGULATING AIR TRANSPORT: CONSULTATION ON PROPOSALS TO UPDATE THE REGULATORY FRAMEWORK FOR AVIATION**

1. The CAA had published its response to the Department for Transport (DfT)'s Regulating Air Transport consultation, which closed on 18th March 2010. The CAA is supportive of the proposals made by the DfT and believes that setting the CAA new priorities and modernising its statutory framework are a positive move towards developing a strong foundation for the CAA to meet the futures challenges of regulating UK's civil aviation sector (*Summary had been circulated with the Agenda and was noted*). The full response document can be found on link:  
<http://www.caa.co.uk/docs/14/CAA%20response%20to%20RAT%20con%20doc.pdf>

#### **4348 NOISE ACTION PLANS AND NOISE POLICY STATEMENT FOR ENGLAND**

1. Letter from DEFRA announcing the adoption of Noise Action Plans and the publication of the Noise Policy Statement for England had been circulated with the Agenda and was noted.

#### **4349 'IMAGINE A WORLD CLASS HEATHROW'**

1. Report and policy conclusions from 'London First' on the service experienced by business passengers at Heathrow Airport had been circulated with the Agenda and was noted.

**4350 CAA PUBLICATION: CAP 493 SI 2010/03 - MALICIOUS USE OF LASERS AGAINST AIRCRAFT AND ATS PERSONNEL**

1. Notification of the proposal to revise CAP 493 (MATS Part 1) procedures relating to lasers being directed towards Visual Control Rooms and aircraft had been circulated with the Agenda and was noted.
2. Iain Hope stated that praise should be given to the Police, security officials and the public in their vigilance travelling around Heathrow Airport. However, there was a worse problem in a number of the regional airports, in particular Glasgow, where aircraft overflew deprived social areas in the final approaches to Glasgow Airport. Although Glasgow had one tenth of the passenger traffic of Heathrow, they experienced twice the number of laser incidents and unfortunately, the problem appeared to be growing.
3. Richard Taylor commented that new International Standards for lasers had been introduced, which should make them not so freely available to the general public.
4. Cllr. Horn asked if aircraft could be fitted with equipment to make it possible to detect where the laser beams were coming from.

Roger Wiltshire responded that pilots should not need to focus on anything other than navigation.

**4351 PASSENGER SERVICES SUB-COMMITTEE**

1. Minutes of the meeting of the Passenger Services Sub-Committee meeting held on 3<sup>rd</sup> February 2010 had been circulated with the Agenda and were noted.

**4352 NTK WORKING GROUP**

1. Minutes of the meeting of the Noise & Track Keeping Working Group held on 16<sup>th</sup> February 2010 had been circulated with the Agenda and were noted.

**4353 PLANNING APPLICATIONS**

1. Planning Applications for the Heathrow Ward of the London Borough of Hillingdon for January and February 2010 had been circulated with the Agenda and were noted.

**4354 NEWS RELEASES**

1. New Releases had been circulated with the Agenda and were noted.

**4355 ANY OTHER BUSINESS**

1. The Chairman asked the Members of the Committee if they could consider providing reports of interest for discussion from their respective organisations, to put forward as Agenda items for future meetings.

**ACTION:**  
**ALL**  
**MEMBERS**

2. There were no further items to discuss and the Chairman closed the meeting at 4.00 p.m.

**DATE OF NEXT MEETING:-  
WEDNESDAY 2nd JUNE 2010**