

Liverpool John Lennon Airport Consultative Committee Annual General Meeting

Date : Friday, 17 February 2017
Venue : Cavern Suite, Liverpool John Lennon Airport, L24 1YD
Time : 10.30 am

Agenda

1 Appointment of Chairman

The Constitution requires the Consultative Committee to appoint a Chairman at its Annual Meeting. Nominations will be invited at the meeting and in the event of more than 1 nomination there will be a ballot.

The Civil Aviation Act empowers the Airport Company to appoint whoever it wishes as Chairman (and/or Vice Chairman). The Company's appointee need not be an existing Member of the Committee.

2 Appointment of Vice-Chairman

The Consultative Committee is asked to appoint a Vice Chairman for the ensuing year. Nominations will be invited at the meeting and in the event of more than 1 nomination there will be a ballot.

3 Apologies

4 Disclosure of Personal Interests

As in section 7.6 of the Constitution, If a Member has a personal interest in a matter on the agenda or likely to be discussed at the meeting, they should declare it. It is at the Chairman's discretion if the member can speak or take part in the discussion or vote on the matter.

5 Chairman's Announcements

6 Minutes

To approve the Minutes of the meeting held on 18 November 2016, attached.

(Pages 7 - 12)

7 Minutes of Sub-Committees

(Pages 13 - 24)

To receive the Minutes of the Noise Monitoring Sub-Committee meeting held on 20 January 2017, attached.

8 Public question time

A member of the public may, if present in person at the meeting, address a question to the Chairman. Any such question must relate to the business and responsibilities of the Committee.

Wherever possible 3 clear working days notice of any question should be given to the Secretary. The Chairman may exercise discretion if such notice has not been given. The questions shall be dealt with at the beginning of the meeting or immediately prior to any particular item on the agenda to which they relate.

The Chairman or other appropriate member of the Committee shall respond and supplementary question(s) will be permitted. A written response may be given if it is not possible to provide the necessary information at the meeting. If necessary, an item shall be placed on the agenda of the next appropriate Committee or Sub-Committee meeting in order to deal with issues raised by the question.

The time allocated to questions at any meeting shall not exceed 30 minutes and the Chairman shall have discretion to vary any of these procedures if it helps the effective conduct of the business of the meeting.

9 Membership

- (1) To note changes in membership since the last meeting, to be announced by the Assistant Secretary.
- (2) To formally appoint a representative to the Airport Transport Forum. For information, the Forum is described as follows:

Airport Transport Forum (ATF)

The Liverpool John Lennon Airport (LJLA) Airport Transport Forum (ATF) has the collective responsibility to deliver customer focussed, integrated transport services that are timely, efficient, and environmentally sustainable and that enable the future growth of the airport and in turn the wider City Region.

The ATF will provide senior level strategic leadership to the transport community delivering surface access at Liverpool John Lennon Airport. It will identify short and medium term interventions to deliver better, more efficient, more resilient, services tailored to meet the requirements of customers travelling to and from the airport.

The ATF will identify long term proposals to enhance the transport offer at the airport, ensuring that the necessary quality and capacity exists in the transport network to support any future growth at the airport and the growth aspirations of the Liverpool City Region.

ATF members will work in a collective, collaborative manner; owning

and driving forward the delivery of identified actions and the longer term aspirational schemes.

10 Appointment of Sub-Committees and Panels

(Pages 25 - 30)

To appoint Sub-Committees and Panels. Relevant sections from the Constitution, and current membership, are attached for information.

11 Annual Work Programme

(Pages 31 - 32)

To note, and suggest amendments to, the draft Work Programme for the Committee for 2017/2018, attached.

12 Quarterly Report

(Pages 33 - 38)

To receive the Quarterly Report by the Airport Company, attached.

13 Passengers with Hidden Disabilities

Making Air Travel More Accessible for Passengers with Hidden Disabilities –presentation by Customer Services

14 Correspondence

(Pages 39 - 46)

To note the correspondence received by the Secretary for the Committee since the last meeting and the responses made by the Airport Company, including the attached consultations.

15 Any Other Business

16 Date of next meeting

To agree the dates of the Liverpool John Lennon Airport Noise Monitoring Sub-Committee (NMSC) and Consultative Committee (LJLACC). Provisional dates are as follows, on Fridays at 10.30 am in the Cavern Suite, Liverpool John Lennon Airport:

NMSC	LJLACC
28 April 2017	26 May 2017
21 July 2017	22 September 2017
27 October 2017	24 November 2017
19 January 2018	16 February 2018

17 Exclusion of the Press and Public

If the Chairman considered that any items should be discussed privately, the press and public would be excluded from the meeting at this point.

18 Any Other Business to be discussed in the absence of the Press and Public

For further information, please contact:

Mike A Jones, Democratic Services, Cheshire West and Chester Council
Tel. 01244 975996, Email: mikea.jones@Cheshirewestandchester.gov.uk

Date of Publication: 9 February 2017

**** The Cavern Suite is on the first floor of the terminal building, beyond the statue of John Lennon.***

Please park in the Multi-storey Short Stay Car Park opposite to the Terminal Building.

LIVERPOOL AIRPORT CONSULTATIVE COMMITTEE**18 NOVEMBER 2016
(10.30 am - 12.20 pm)**

PRESENT: Councillor Bob Swann, Chairman of Consultative Committee
 Andrew Ambrose, Liverpool Airport General Aviation Users Association
 Councillor Caroline Ashton, Frodsham Town Council
 Councillor Steve Ball, Halewood Town Council
 Councillor Keith Deakin, St Helen's Metropolitan Borough Council
 Normal Elias, passenger representative
 Councillor Chris Ellams, Helsby Parish Council
 Councillor Stan Hill, Halton Borough Council
 Jordi Morell, West Cheshire and North Wales Chamber of Commerce
 Marshall Morris, Deputy Chairman
 Alex Naughton, Merseytravel
 Councillor Ralph Oultram, Cheshire West and Chester Council
 Steve Pearse, Friends of Liverpool Airport
 Tony Rice, disabled persons
 Councillor Michael Roche, Sefton Metropolitan Borough Council
 Councillor Colin Rowan, Hale Bank Parish Council
 Angus Tilston MBE, Wirral Transport Users Association
 Councillor Jeremy Wolfson, Liverpool City Council
Others
 Robin Tudor, Head of PR and Communications
 Mike A Jones, Assistant Secretary

31 APOLOGIES

Apologies have been received from:
 Michelle Cameron, Liverpool and Sefton Chamber of Commerce and Industry
 Evelyn Hudson, Hale Parish Council
 Therese Irving, Wirral Older People's Parliament
 Brian O'Hare, Knowsley Borough Council
 Steve Parish, Warrington Borough Council

32 DISCLOSURE OF PERSONAL INTERESTS

There were no personal interests declared.

33 CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

34 MINUTES**DECIDED: That**

the minutes of the meeting of the Consultative Committee held on 16 September 2016 be approved as a correct record and signed by the Chairman.

35 MINUTES OF SUB-COMMITTEES

Marshall Morris, Chairman of the Noise Monitoring Sub-Committee, detailed some background to minute 19 of the Sub-Committee minutes where Blue Air had used MacDonald Douglas 82 aircraft for their night-time departures which had caused noise complaints. They had replaced them with Boeing 737s which were considerably quieter. He also spoke about the Wallasey navigation beacon which

was being shut down for upgrading for at least three months. Departing aircraft were being instructed on their routes by Air Traffic Control and would be using different routes, some of which passed over more populated areas.

The Chairman noted that Andrew Dutton had offered to come and talk to any of the groups represented about the future airspace strategy (Noise Monitoring Sub-Committee Minute 20 refers). Members were urged to check if their organisations wished to take him up on the offer.

DECIDED: That

the minutes of the meetings of the Noise Monitoring Sub-Committee on 28 October 2016 and the General Purposes Sub-Committee on 21 October 2016 be received.

36 REVIEW OF THE WORKING OF THE CONSULTATIVE COMMITTEE

The Chairman commented that a good and refreshing debate had been held at the General Purposes Sub-Committee, and noted the suggestions made in the minutes, including the work programme, monthly bulletins and getting feedback and formal appointment with our representation at the Air Transport Forum.

Members commented that it would be useful to have the monthly bulletin and noted that some initiatives and events would be withheld if it compromised existing announcement plans.

DECIDED: That

- (1) a Chairman's briefing take place before the Noise Monitoring Sub-Committee.
- (2) a monthly bulletin from the airport be issued to members via the Secretariat.
- (3) an Annual Work Programme be developed with an annual theme.
- (4) changes in political organisations be reflected in the membership.
- (5) consultations for members to carry out within their organisations be accompanied with a Briefing Note.
- (6) future meeting dates be put on the website.

37 MEMBERSHIP

The item included on the agenda was noted.

The Assistant Secretary detailed several instances where Members had not attended for three meetings. Under the Committee's Constitution, if a Member did not attend three meetings, they would be asked to explain their non-attendance and their comments would be given to the Committee, who could then decide whether to accept the reasons or seek a replacement of the member concerned.

The instances of non-attendance given were the following:

- For Wirral Borough Council, Councillor Bernie Mooney was appointed on 5 May 2016 but her portfolio prevented her from attending. After being contacted she appointed Councillor Ron Abbey as her Deputy. The Assistant Secretary would contact him to ensure he was aware of the meetings.
- For Wirral Older People's Parliament, the main representative had not attended since April 2015 as he did not have transport. A lift had been

arranged for several meetings but he had still failed to attend. The Assistant Secretary intended contacting the organisation to check the position.

- For the National Trust, Simon Osborne had extra duties and had found attending both the Noise Monitoring Sub-Committee and the Consultative Committee difficult. He asked to be removed from the Noise Monitoring Sub-Committee.

The Committee approved the suggestions.

DECIDED: That

- (1) the replacement of Councillor Bernard Allen for Councillor Roy Harvey from Hale Bank Parish Council be noted.
- (2) Wirral Older People's Parliament be contacted regarding non-attendance.
- (3) The National Trust be removed from the membership of the Noise Monitoring Sub-Committee.

38 PUBLIC QUESTION TIME

No members of the public were present and no questions had been submitted in advance.

39 QUARTERLY REPORT

Robin Tudor, Head of Public Relations, presented the Airport's Quarterly Business Report, covering July to September 2016. Overall, there had been a 9% growth in passenger numbers compared to the previous year which had continued from previous quarters.

Key points (with increases given in comparison with the equivalent period in the previous year) included:

- EasyJet had strong performance and increases, particularly on the Barcelona and Amsterdam routes;
- Ryanair had five new services to commence Summer 2017, bringing 200,000 extra seats;
- Flybe increased services to the Isle of Man to four daily, increasing passengers by 30% but had ceased the Edinburgh route for the winter.
- Wizz Air confirmed two new routes for Summer 2017;
- Blue Air commenced a route to Cluj and performed strongly;
- Aer Lingus announced it would discontinue its Dublin service from January 2017;
- Vueling achieved an almost 70% load factor on their first summer service but had lower than expected yields;
- Czech Airlines had a strong overall performance in their first full summer at Liverpool;
- TUI had a very strong first summer and would add two services in 2017;
- The extension of the perimeter fence to the East of the runway was still delayed by finalising legal agreements with Scottish Power;
- The ASQ passenger opinion survey results showed that the Airport outranked Manchester in all categories and was ranked first of the 18 airports in 4, and in the top 6 in all, with 4th position overall. Improvements in customer service training as well as physical improvements had contributed to the performance;
- Blue Air had announced that the Airport would be their latest European base, with an aircraft to be based here, which would generate local jobs;

- The Airport welcomed the announcement of Heathrow being allowed a third runway as it should lead to greater connectivity;
- The Airport had become a fundraising partner with Alder Hey Hospital, with aims to raise £100,000 over the next year;
- A new \$1million 'Striker' fire fighting vehicle had joined the fleet at the Airport.

DECIDED: That

the quarterly report be received.

40 SURFACE ACCESS STRATEGY

Robin Tudor explained that in the 1990s the Surface Access Strategy was developed in the 1990s as a result of a Government White Paper to focus on all methods of travelling to the Airport. An Air Transport Forum was formed. The Strategy fell out of date but has now been revised and was relaunched in August, and was available on the Airport's website. 20% of passengers used public transport to reach the airport which was the highest for any airport without a direct rail link. The target was to increase this to 22% by 2020 at a time of increasing passenger numbers. Developments such as through ticketing, where one ticket can be used for the whole journey despite bus and rail being involved, would help. There was an accompanying target for staff of reducing car journeys to work from 73% to 65% by 2020. It was recognised that this was difficult because of shift patterns and many people who work at the Airport being employed by other companies.

DECIDED: That

the update be noted.

41 COMPLAINTS AND QUERIES

The Assistant Secretary informed the Committee that he had received extra calls and emails following the launching of the Committee's web pages on the Airport's website, because his email and telephone were the only direct ones on the whole website.

42 ANY OTHER BUSINESS

Robin Tudor mentioned to Members that the illegal use of drones and lasers near the Airport was continuing to cause risks. There had been a reported drone near miss from a departing aircraft. Users who were caught risked a jail sentence.

43 DATE OF NEXT MEETING

The next meeting of the Liverpool John Lennon Airport Consultative Committee was scheduled for Friday 17 February 2017 at 10.30 am in the Cavern Suite, Liverpool John Lennon Airport L24 1YD

Chairman

Date

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NOISE MONITORING SUB-COMMITTEE

**20 JANUARY 2017
(10.30 am - 11.10 am)**

PRESENT: Marshall Morris, Chairman
Alan Ascott, ARCH Under the Bridge
Larry Dack, Speke Estate
Isobel Mason, Environmental Health, Halton Borough Council
Councillor Tricia O'Brien, Cressington Ward, Liverpool City Council
Dr Ian Rushforth, Environmental Health, Liverpool City Council
Angus Tilston MBE, Wirral Transport Users Association
Councillor Jeremy Wolfson, Liverpool City Council
Toby Zorn, Environmental Health, Wirral Borough Council
Liverpool John Lennon Airport
Andrew Dutton, Head of Environment
Colin Barnes, Environmental Advisor
Secretariat
Mike A Jones, Assistant Secretary
Kerry Twist, Cheshire West and Chester Council (Observing)

23 APOLOGIES

Apologies had been received from:

Normal Elias, passenger representative
Ian Gaskell, Knowsley Council
Cllr Evelyn Hudson, Hale Parish Council
Cllr Catherine Williams, Hale Parish Council

24 CHANGES IN MEMBERSHIP

There were no changes in membership since the last meeting.

25 MINUTES OF LAST MEETING

DECIDED: That

the minutes of the meeting of the Noise Monitoring Sub-Committee held on 28 October 2016 be agreed as a correct record.

26 NOISE COMPLAINTS LOG

The Sub-Committee considered the Noise Complaints Log, which detailed every complaint received and the response to it, for the period 1 October 2016 to 31 December 2016. Colin Barnes gave a presentation to members on the Noise Log which included analysis of the number of noise complaints received by date, number of complainants, administrative area and the total number of complaints compared to the previous year. He also detailed the number of test runs. The presentation is attached to these minutes.

During the period a total of 40 complaints had been received, with the highest proportion (19, or 47%) from Liverpool, and 18 (45%) from the Cheshire West and Chester area, though the latter was from only three complainants. 27 were linked to the use of runway 09. It was noted that no more than 3 complaints had been received on any one day. There were almost double the number of complaints

compared to the previous year although there were more multiple complaints from individuals.

Members discussed the contents of the Noise Log and noted that there were complaints from areas which do not normally generate them. This could be as a result of the Wallasey aircraft navigation beacon being turned off for refurbishment, resulting in air traffic taking slightly different track whilst climbing after take-off from Runway 27, which had included overflying some more built-up areas such as Garston. The beacon had been scheduled to be back in action in January 2017, although the timescale had slipped to at least March.

There were several complaints from a small number of individuals. This could be because of the use of flight information apps. An individual in Blacon, Chester had allowed noise monitoring equipment to be installed in his garden to gain objective data.

DECIDED: That

the Noise Complaints Log for 1 October 2016 to 31 December 2016 be noted.

27 ANY OTHER BUSINESS

Airspace changes consultation

Andrew Dutton explained to Members that the Prestwick Lower Airspace Systemisation (PLAS) was a scheme to amend the airspace in the north of England. PLAS was seeking to modernise the UK airspace. This would facilitate continuous climbing and descent operations, but would define the routes into a narrower corridor of airspace. 2019 was the scheduled date for implementation, but before that a full consultation on implications was required following the principles of CAP725. Andrew offered to speak to groups, meetings and organisations about the process and principles prior to the start of the consultation and how they can get involved. There would be press articles around the time of the official consultation but the airport would like to speak to groups before the consultation starts. Andrew urged members to offer this to their organisations and get back to him.

DECIDED: That

members be encouraged to ask their organisations if they wish to have a talk about future airspace changes from Andrew Dutton.

28 DATE OF NEXT MEETING

It was noted that the Consultative Committee would be determining the meeting dates up to February 2018, but the next meeting of the Noise Monitoring Sub-Committee was provisionally set at 21 April 2017 at 10.30 a.m. in the Cavern Suite, Liverpool John Lennon Airport.

Chairman

Date

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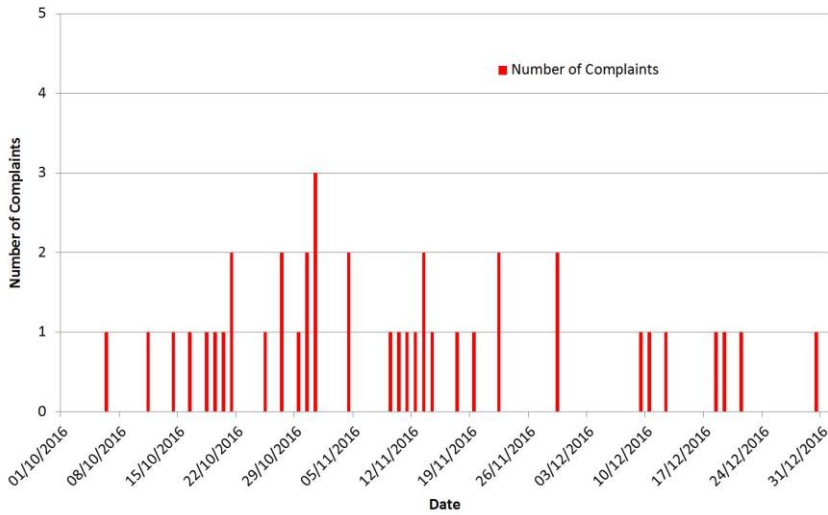
Noise Monitoring Sub Committee

20th January 2017

FASTER. EASIER. FRIENDLIER.

Liverpool John Lennon Airport 

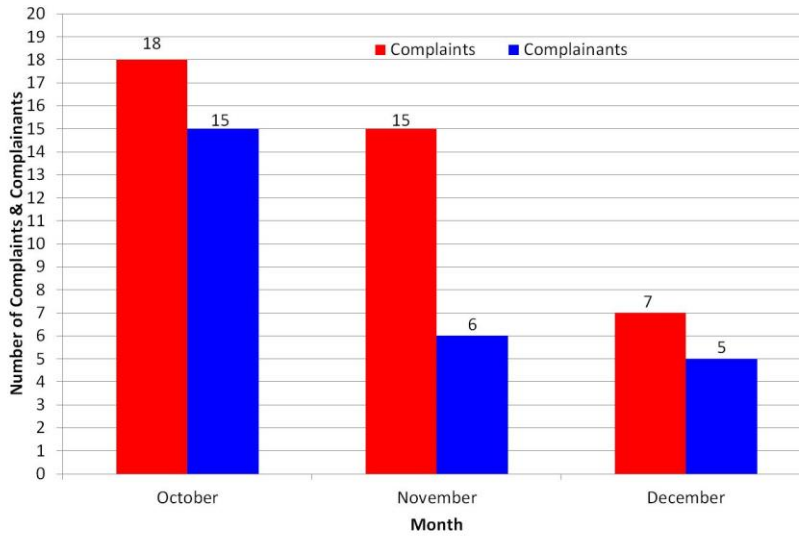
Liverpool John Lennon Airport Noise Complaints By Day 1st October to 31st December 2016



FASTER. EASIER. FRIENDLIER.

Liverpool John Lennon Airport 

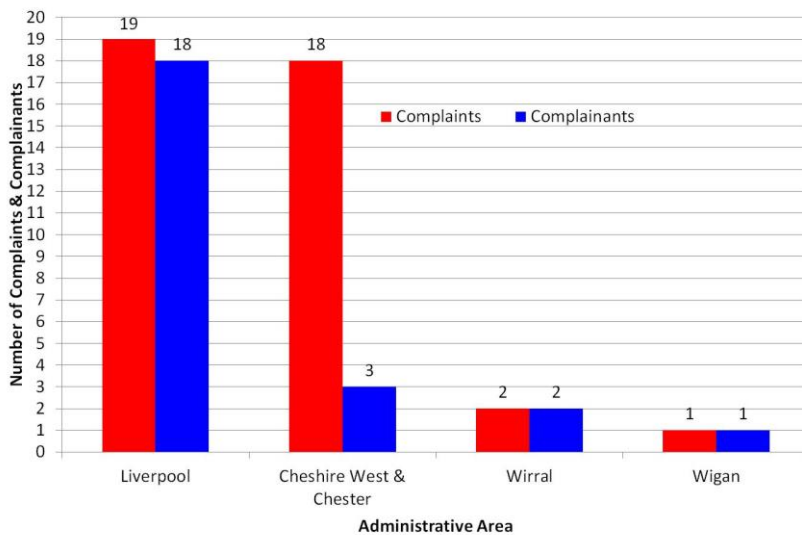
Liverpool John Lennon Airport Complaints and Complainants for 1st October to 31st December 2016



FASTER. EASIER. FRIENDLIER.

Liverpool John
Lennon Airport 

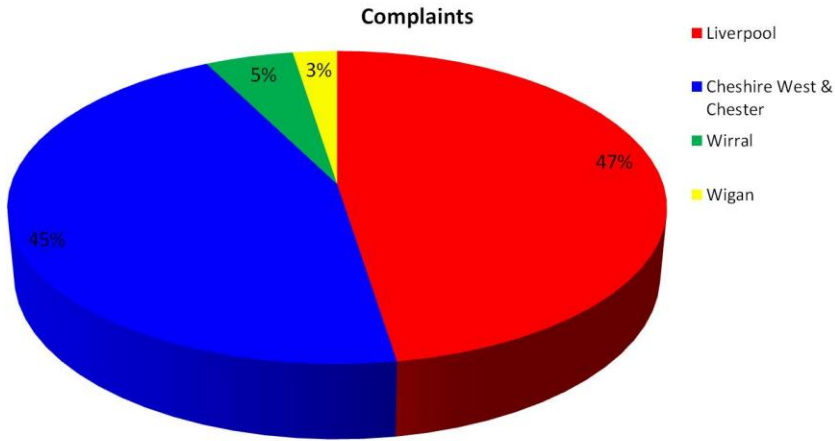
Liverpool John Lennon Airport Complaints and Complainants with Administrative Area for 1st October to 31st December 2016



FASTER. EASIER. FRIENDLIER.

Liverpool John
Lennon Airport 

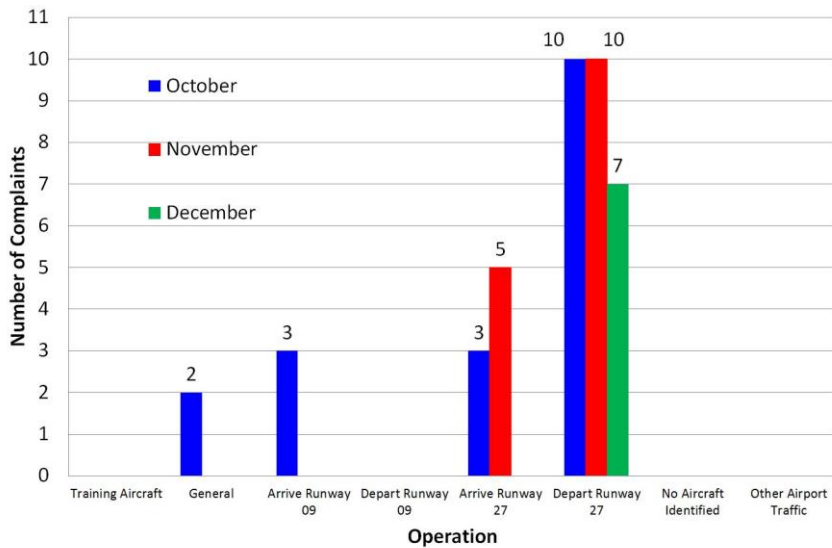
Liverpool John Lennon Airport Percentage of Complaints for Administrative Area 1st October to 31st December 2016



FASTER. EASIER. FRIENDLIER.



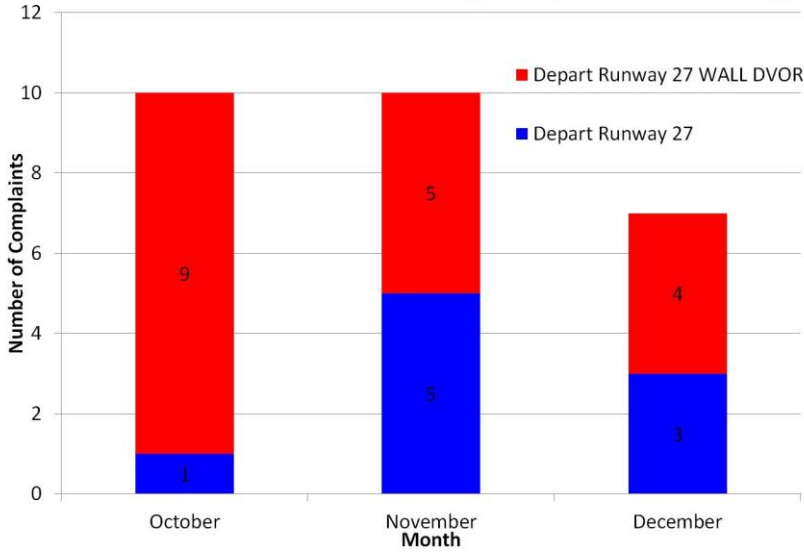
Liverpool John Lennon Airport Operations that caused Noise Complaints for 1st October to 31st December 2016



FASTER. EASIER. FRIENDLIER.



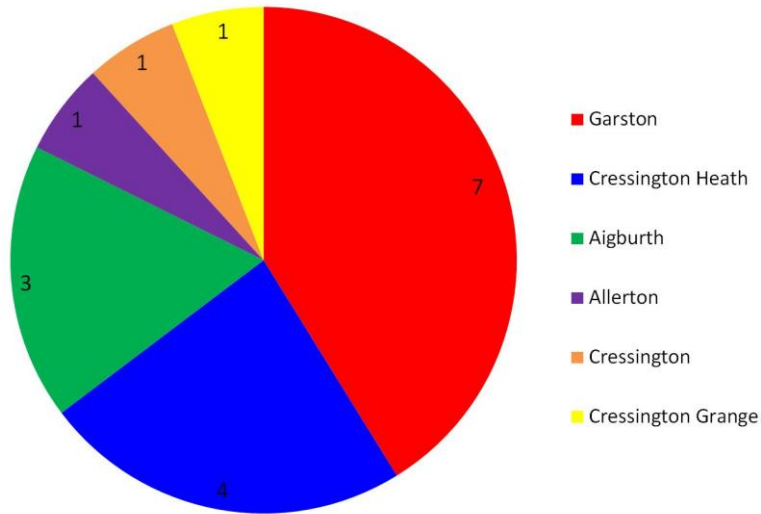
Liverpool John Lennon Airport Operations that caused Noise Complaints for 1st October to 31st December 2016 make up of Departure from Runway 27



FASTER. EASIER. FRIENDLIER.



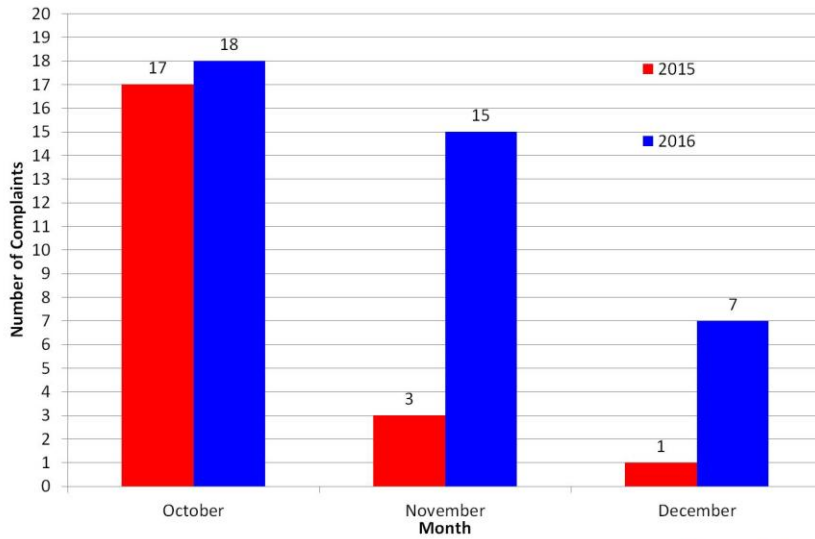
Liverpool John Lennon Airport 1st October to 31st December 2016 make up of WALL DVOR Refurbishment



FASTER. EASIER. FRIENDLIER.



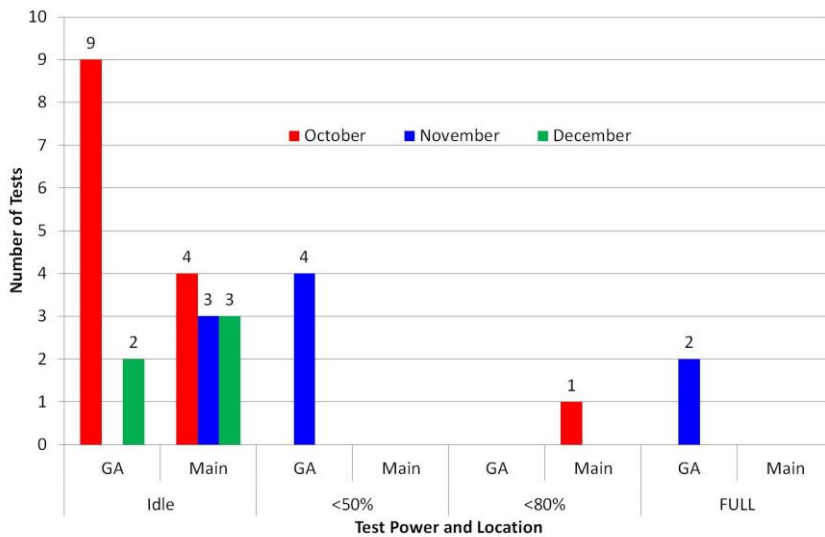
Liverpool John Lennon Airport Complaints Comparison for 1st October to 31st December 2015 & 2016



FASTER. EASIER. FRIENDLIER.



Liverpool John Lennon Airport Engine Test Runs 1st October to 31st December 2016



FASTER. EASIER. FRIENDLIER.



NATS VHF Omni Range (VOR) Replacement Programme

12

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NATS VOR Replacement Programme

- NATS has historically operated 46 Doppler VHF Omni Range (DVOR) navigation beacons across the UK to provide an en-route navigation service as either stand alone beacons or co-located with Distance Measuring Equipment (DME) beacons. The CAA has approved in principle a reduction in the VOR infrastructure from 46 to 19 sites by 2020.
- Equipment at the retained sites will gradually be replaced and each replacement will result in the facility being unavailable for use for approximately three months with any co-located DME also being unavailable during this period.
- Each beacon is part of a post-World War II ground-based navigation network used for defining airway routes or providing instrument approaches at airports.
- Commercial aviation – which has always funded the upkeep of the VOR beacons – now almost exclusively relies on the use of satellite navigation making the majority of beacons an expensive and unnecessary financial burden.

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WAL VOR

- work commenced on the 11 October 2016 and will last for approximately three months.



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WAL VOR

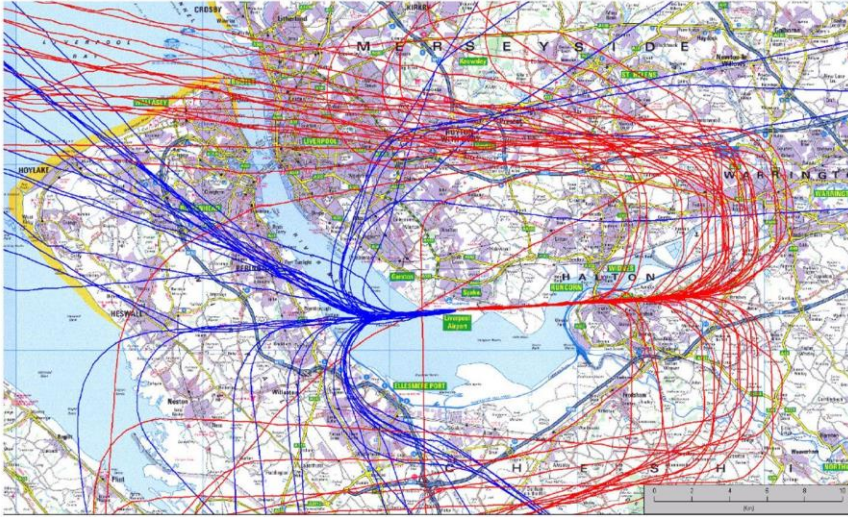
- Liverpool Airport – The WAL outage will have the following impacts on operations at Liverpool airport:
- Departures – All SIDs will be suspended. Non-standard departures have been agreed with NATS and these will also be used in the future should the WAL DVOR ever fail. These procedures closely replicate existing tracks and have been promulgated in a Temporary Operating Instruction (TOI). In due course they will be put into MATS Part 2.
- Arrivals – STARs will be suspended during the replacement period. All inbound aircraft will be individually coordinated on a tactical basis. In the event of holding ATCOs will have to vector the aircraft around the holding positions. Whilst this will increase controller workload, the number of times the hold is used will make it achievable.

15

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Tracks (19th September 2016)



16

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Extracts from Constitution concerning Sub-Committees

8. SUB-COMMITTEES AND PANELS

8.1 The Committee may appoint Sub-Committees to assist the work of the Committee with such membership and powers as the Committee may decide.

8.2 These Standing Orders will apply to meetings of Sub-Committees except that:

(i) a Sub-Committee will appoint a Chairman and Vice-Chairman at its first meeting.

(ii) no business will be conducted unless at least three Members are present at a meeting.

(iii) the frequency, dates and places of meetings will be at the discretion of a Sub-Committee.

8.3 The Committee may appoint Panels to consider any matter and make recommendations to the Committee.

8.4 A Panel will:-

(i) consist of the Chairman and Vice-Chairman of the Committee and at least three other Members.

(ii) meet as required in private unless the Committee or the Panel otherwise determine.

(iii) otherwise determine their procedures.

8.5 The Committee will decide at its Annual meeting whether to reappoint any Sub-Committee or Panel and may alter its membership or powers or disband it at any other time.

9. URGENT BUSINESS

9.1 With the prior approval of the Chairman, the Secretary may take any action on an urgent matter which cannot await the next meeting of a Committee or Sub-Committee.

9.2 The action taken will be reported to the next meeting of the Committee or Sub-Committee.

10. INFORMATION FOR THE PUBLIC

10.1 In order to secure the widest possible public interest in the business of the Committee:

(i) the Secretary will circulate agendas and reports to the press and interested bodies when they are distributed to Members of the Committee and its Sub-Committees.

- (ii) the public and the press will be encouraged to attend meetings of the Committee and Sub-Committees.
- (iii) the Secretary with the prior approval of a Chairman of the Committee may issue press releases at any time about the business of the committee.
- (v) a register of attendance will be available which the public and press will be invited to sign.

10.2 Public Questions

- (i) A member of the public may, if present in person at the meeting, address a question to the Chairman of the Committee or Sub-Committee. Any such question must relate to the business and responsibilities of the (Sub) Committee.
- (ii) 3 clear working days notice of questions must be given to the Secretary. Questions will be dealt with at the beginning of the meeting, or immediately prior to any particular item on the agenda to which they relate. The 3 day rule is flexible only at the discretion of the Chairman of the Committee.
- (iii) The Chairman or other appropriate member of the Committee shall respond. Supplementary question(s) will be permitted. A written response may be given if it is not possible to provide the necessary information at the meeting.
- (iv) If necessary, an item shall be placed on the agenda of the next appropriate (Sub) Committee meeting in order to deal with issues raised in the questions procedure.
- (v) The time allocated to questions at any meeting shall not exceed 30 minutes. The Chairman shall have discretion to vary any of these procedures, if it helps the effective conduct of the business of the meeting.

11 CONFIDENTIALITY OF ITEMS OF BUSINESS CONSIDERED BY THE COMMITTEE OR ITS SUB-COMMITTEES OR PANELS

An item of business which in the opinion of the Secretary is confidential in nature shall not be circulated to the Press or public, and shall be included at the end of the agenda to enable it to be dealt with by the Committee or Sub-Committee in the absence of the Press and public. Decisions about confidentiality shall be made by the Secretary in consultation with the Chairman (or Vice-Chairman in his/her absence) and the Managing Director of the Airport.

12 GENERAL PURPOSES SUB-COMMITTEE

The current terms of reference of the Sub-Committee are:

“To meet when required:

- To consider in detail matters relating to Liverpool Airport and the Consultative Committee, and, where necessary, to make appropriate recommendations to the Liverpool Airport Consultative Committee; and
- To deal with matters of urgency on behalf of the Consultative Committee where a decision is required before the next available meeting of the Committee.

Membership

Chairman and Vice-Chairman (ex-officio)	2
Disabled Persons	1
Liverpool City Council	1
Hale Parish Council	1
Passenger Representative	1
Friends of Liverpool Airport	1
West Cheshire and North Wales Chamber of Commerce	1
Airlines Representative (currently easyJet)	1
General Aviation (LAGAUA)	1
<u>Total</u>	<u>10</u>

Meetings frequency: ad hoc

General Purposes Sub-Committee

The current named membership is as follows:

Cllr B Swann	(Chairman)
Mr M Morris	(Vice-Chairman)
Tony Rice	Disabled persons
Cllr Jeremy Wolfson	Liverpool City Council
Cllr Mrs E Hudson/Cllr Catherine Williams	Hale Parish Council
Mr N Elias	(Passenger Representative)
Mr S Pearse/ David Lovell	- Friends of Liverpool Airport (FOLA))
Mr J Morell	West Cheshire and North Wales Chamber of Commerce
(Vacancy)	Airline Representative (easyJet)
Keith Levin/ Andrew Ambrose	- General Aviation (LAGAUA)

13 NOISE MONITORING SUB-COMMITTEE

The current terms of reference of the Sub-Committee are as follows:-

- “(1) To be a technical sub-committee of the Liverpool Airport Consultative Committee.
- (2) To meet when required (but at least quarterly).
- (3) To act within the technical role identified within the Section 106 Agreement (dated 13 November 2000 between the Airport Company and Liverpool City Council), in particular to consider and progress issues related to the Airport’s proposed:-
- Quiet Operations Policy
 - Noise Monitoring and Track Keeping System
 - Preferred Noise Routes
 - Sound Insulation Grant Scheme
 - Quota Count System
- (4) To ensure that the reports required to be prepared each year for the Consultative Committee are submitted in accordance with the S106 Agreement, and to advise the Committee as necessary on Noise and Environmental issues.”

Membership

Chairman	1
Chairman of LACC	1
Speke Estate	1
Environmental Health Department at Liverpool City Council	1
Env. Health Dept, Halton	1
Env. Health Dept, Cheshire West and Chester)	1
Airport Users	1
Passengers’ Representative	1
Airlines (currently easyJet)	1
Env. Health Dept Knowsley	1
Env. Health Dept Wirral	1
Env. Health Dept, St. Helens	1
Hale Parish Council	1
Cressington Ward Councillor	1
National Trust	1
Speke - Garston Ward Councillor	1
Arch Under the Bridge	1
South Wirral Community	1
<u>Total</u>	<u>18</u>

Named membership of the Noise Monitoring Sub-Committee:

No	Body to be Represented	Representative	Substitute
1	Chairman	Mr Marshall Morris	
2	Environmental Health, Knowsley Metropolitan Borough Council	Ian Gaskell	
3	Liverpool City Council – Cressington Ward Councillor	Tricia O'Brien	
4	Speke Estate	Larry Dack	
5	Passenger Representative	Mr Norman Elias	
6	Environmental Health, Liverpool City Council	Paul Farrell	Dr Ian Rushforth
7	Environmental Health, Cheshire West and Chester Council	Peter Hargreaves	Martin Doyle
8	Environmental Health, Wirral Borough Council	Zorn, Toby	Joughin, Norman
9	Hale Parish Council	Councillor Mrs Evelyn Hudson	Councillor Catherine Williams
10	Chairman of Consultative Committee	Councillor Bob Swann	
11	ARCH under the Bridge (formerly Garston under the Bridge Community)	Alan Ascott	
12	Liverpool City Council	Councillor Jeremy Wolfson	
13	Environmental Health, Halton Borough Council	Wendy Salisbury,	Isobel Mason
14	South Wirral Community (Wirral Transport Users Association)	Angus Tilston MBE	

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Liverpool Airport Consultative Committee

Annual Work programme

2017 - 2018

Meeting date	Items	Detail
17 February 2017	Annual General Meeting	Appointment of Sub-Committees and representative on Air Transport Forum; setting dates for meetings
26 May 2017	Mersey Gateway tolls	With representatives from the Mersey Gateway Crossings Board
	Airspace Change	Feedback from consultation events including Liverpool's on 5 April
22 September 2017	Airspace Change	Update from consultation which ended 25 May.
	ENR noise action plan	To be reviewed following modelling work in early summer
24 November 2017		
16 February 2018	Annual General Meeting	

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QUARTERLY BUSINESS REPORT

1.0 Liverpool John Lennon Airport - Traffic Statistics

Scheduled Passenger Traffic Performance

The Airport has continued to consolidate its performance with 6% growth in passenger numbers across the fourth quarter of the year, with over 1.08 million passengers choosing to use Liverpool.

The busy Christmas and New Year holiday period saw December's passenger numbers exceed expectations and up by 11% compared to December 2015, with LJLA experiencing its busiest December since 2009 with over 340,000 passengers choosing to use the Airport.

Month	2016	2015	Variance (%)
October	424,054	397,526	+6.7
November	317,805	313,555	+1.4
December	343,586	310,201	+10.8
Q4 Totals	1,085,445	1,021,282	+6.3
Annual Totals	4,827,226	4,345,380	+11.1%

The busier than expected December helped take total passenger figures for 2016 to over 4.8 million – an increase of 11% compared to 2015 and the highest levels for five years.

The Airport has seen a growth in passenger numbers, airlines and services throughout the year. Passenger numbers have increased every month now for almost two years compared to the same period the year before, with almost 500,000 more passengers choosing to use the Airport last year compared to 2015.

For the fourth quarter of 2016, airline highlights include:

easyJet has seen growth in the final quarter of the year of 3% year on year

Ryanair has announced a new scheduled service to Milan Malpensa commencing in October 2017. New services to Marrakesh and Sofia are performing very strongly in their first quarter of operations.

Flybe has increased services to Belfast City for the Summer season. The route will see a resumption of daily services, an increase from the Winter programme of five times weekly services.

Wizz Air has confirmed increases on services to Budapest from Liverpool, which will now operate three times weekly from March 2017.

Blue Air sales to Alicante, Rome, Hamburg and Milan Bergamo are performing well with services due to start in March. Additional Winter services to Cluj, Bucharest and Bacau are performing well.

TUI pre-sales to Palma and Ibiza are strong for Summer 2017

2.0 Other Matters

2.1 Car Parking

Vehicle crime continues to remain at very low levels.

2.2 Planning and Development Matters

Extension to airport perimeter fence

Unfortunately Scottish Power continue to take longer than expected to finalise the required legal agreements that are required ahead of the stopping up order, despite the Airport's best efforts to progress this. Following further comments on the proposed agreement by the Airport, Scottish Power are now due to send a revised draft of the wayleave agreement from their lawyers for our comment/agreement.

2.3 ASQ surveys

The table below shows Liverpool's placement in the benchmark group of 18 Airports for the latest Q4 2016 ASQ results (18th being the lowest place and 1st being highest). The table also compares Liverpool's placement against Manchester Airport's as requested by the Committee, red (light grey) and green (dark grey) indicating a higher or lower placement in the benchmark.

	LJLA ranking (out of 18)				MAN ranking (out of 18)			
	Q4 2016	Q3 2016	Q2 2016	Q1 2016	Q4 2016	Q3 2016	Q2 2016	Q1 2016
Overall satisfaction	5	4	6	8	14	11	13	10
Overall satisfaction business pax	11	3	9	9	17	18	16	11
Overall satisfaction leisure pax	5	4	6	10	12	10	11	7
Ease of way finding	1	3	2	2	14	11	12	10
Flight Information Screens	1	1	1	2	14	11	12	9
Cleanliness of washrooms/toilets	2	2	2	11	16	10	13	10
Comfort of waiting/gate areas	6	6	13	12	16	9	11	10
Cleanliness of airport terminal	4	5	6	10	16	15	15	12
Ambience of airport	4	3	4	5	17	15	16	15
Speed of baggage delivery	2	1	1	2	11	8	10	10
Arrivals passport & visa inspection	3	2	5	4	13	13	13	14
Waiting time in check in queue	1	1	1	1	8	9	8	9
Waiting time at security inspection	5	1	2	5	11	16	16	14

The terminal improvements made earlier in the year continue to have a positive impact on the customer experience, with the latest ASQ results showing high scores compared to earlier in 2016.

The Airport continues to be rated better than Manchester Airport in all the criteria shown and is now 5th in comparison to the other 18 airports in its peer group.

Scores have deteriorated in terms of overall business passenger satisfaction due to the cessation or reduction in frequency of routes more popular with business passengers and queue times at central search were longer than normal on some days. Building work underway on level 3 also appears to have contributed to some slightly lower scores.

However the improved signage, change of cleaning provider and other terminal improvements from earlier last year have helped to maintain higher scores in other criteria.

2.4 General Airport update

Department for Transport consultation - Draft Airports National Policy Statement: new runway capacity and infrastructure at airports in the South East of England

Last October the Government announced that a north west Runway at Heathrow Airport, combined with a significant package of supporting measures, was its preferred scheme to deliver additional airport capacity in the South East of England. A scheme supported by Liverpool John Lennon Airport for some time since this gives LJLA the greatest potential to re-establish a link to the UK's main hub airport and greatly improve global connectivity.

Plans for Heathrow's third runway are subsequently included in a draft Airports National Policy Statement (NPS) which was launched for consultation in early February. The Airports NPS sets out:

- The Government's policy on the need for new airport capacity in the South East of England;
- The Government's preferred location and scheme to deliver new capacity;
- Particular considerations relevant to a development consent application to which the Airports NPS relates.

The Secretary of State will use the Airports NPS as the primary basis for making decisions on any development consent application for a new North West Runway at Heathrow Airport, which is the Government's preferred scheme.

The draft NPS sets out the measures with which Heathrow Airport Ltd will have to comply in order to get development consent. These include demonstrating it has worked constructively with airlines on domestic connectivity. The Government expects Heathrow to add 6 more domestic routes across the UK by 2030; Belfast International, Liverpool, Newquay, Humberside, Prestwick and Durham Tees Valley, bringing the total to 14.

The Government will be running regional consultation information events for invited stakeholders, with one due to take place in Liverpool on Wednesday 5 April 2017.

The consultation closes on 25th May 2017.

Department for Transport consultation - UK Airspace Policy: A framework for balanced decisions on the design and use of airspace.

Alongside the draft NPS, the Government has also published separate proposals to modernise the way UK airspace is managed. This consultation is seeking views on how aircraft noise is managed effectively while updating airspace policies. Proposals will look at how the number of aircraft entering and leaving our airspace can be managed effectively - using the latest technology to make airspace more efficient, reducing the need for stacking and making journeys faster and more environmentally friendly. They will also include draft guidance on how noise impacts should be assessed and used to inform decisions on airspace.

The consultation also includes proposals on the role of an Independent Commission on Civil Aviation Noise, which the DfT will establish. The commission would build relationships between industry and communities and ensure an even fairer process for making changes to the use of airspace and flight paths.

The consultation closes on 25th May 2017

Department for Transport consultation - Unlocking the UK's High Tech Economy: Consultation on the Safe Use of drones in the UK

The government has launched a consultation into the safe use of drones and plans to introduce new measures to ensure the successful uptake of drones is matched by strong safeguards to protect the public. Measures out for consultation include, mandatory registration of new drones, tougher penalties for illegal flying near no-fly zones and new signs for no-fly zones at sensitive sites such as airports and prisons, and making drones electronically identifiable so the owner's details can be passed to police if they are spotted breaking the law. The consultation will also consider whether there is a need for a new criminal offence for misuse of drones.

The consultation closes on 15th March 2017.

CAA Review of market conditions for surface access at UK airports – Final report'

Published in December, the review focused around two main topics. The first was to understand the market structure for surface access, in particular how competitive conditions for road and forecourt access at individual UK airports affect outcomes to consumers. The second area of interest was transparency in terms of the extent to which consumers are well informed about the options

they have to access UK airports and the charges they face. This included how surface access products are distributed online.

The review concluded that the range of choice available to passengers varies considerably by airport. Passengers travelling to and from large urban airports generally benefit from greater choice compared with those using smaller airports or airports with poorer transport links.

LJLA is mentioned several times including several direct quotes from the Airport's submission.

Meeting with Government EU exiting team

The Minister of State at the Department for Exiting the European Union David Jones MP, who is also the MP for Clwyd West, met with senior Airport management in late December as part of an on-going fact finding mission to gauge how Brexit is having an impact on businesses across the UK and to discuss what issues will be important for the Airport going forward.

Airport Transport Forum (ATF)

At the latest ATF meeting held at the end of January, in addition to the reporting of ongoing work aimed at improving passenger information, a separate sub group is to be established to look at a more co-ordinated approach to the marketing of all public transport services linked with the Airport. Opportunities to agree an Airport brand will be explored, with the intention that this consistent brand will then be rolled out across all related bus, rail and airport services and infrastructure.

Manchester coach service

Liverpool John Lennon Airport has welcomed Aintree based operator Northwest Coachlines, who now provide a service that operates up to 13 return journeys each day from Manchester Shudehill Interchange and Manchester Piccadilly to Liverpool John Lennon Airport.

£4m latest phase of terminal improvement works

The latest phase of development work aimed at further improving the customer experience for departing passengers, is now underway. Approximately £4 million is being invested in a refurbishment and upgrade of approximately 2,000 sq m of the upper floor of the Departure Lounge, bringing this in line with those areas of the terminal that have undergone similar improvements over the past 18 months. Work is scheduled to be completed by June 2017.

2.5 Press Releases

The following press releases were issued by the Airport over the past few weeks:

9 th November	Competition launched to design Blue Air's Liverpool aircraft livery
14 th November	Over 400,000 more passengers choose to use LJLA so far this year
24 th November	LJLA welcomes Manchester coach service
28 th November	LJLA embarks on £4m latest phase of terminal improvement works
5 th December	LJLA and Ryanair give young Alder Hey patients a Christmas flight to remember
8 th December	LJLA asks passengers to think carefully about Christmas gifts in hand luggage
22 nd December	LJLA expects 10% passenger increase as Christmas and New Year 'getaway' begins
9 th January	LJLA sees 2016 passenger numbers take off with 11% growth following busiest December for seven years
26 th January	LJLA celebrates first new route announcement of 2017 with Ryanair's Milan Malpensa Winter route launch
2 nd February	LJLA welcomes the Government's draft Airports National Policy Statement
6 th February	2017 starts where 2016 left off for LJLA



Policy Programmes Team

Mike Jones
Liverpool John Lennon ACC
Mikea.jones@cheshirewestandchester.gov.uk

19 December 2016

Dear Mike

I am writing to set out plans the CAA has to create a Community Discussion Forum, bringing together representatives from areas most impacted by aviation across the UK. We believe there is a gap in our engagement with communities at a strategic level looking at cross-cutting national issues, and we intend to create a group to help with this while we have several large-scale projects underway. This was particularly clear in reading responses to our consultations on our strategic plan and our revisions to the airspace change process earlier this year.

Given the diverse and local nature of community issues relating to airports, we do not feel we are in the best place to assess how communities are most fairly represented on the group for each area. To manage that, in addition to several standing members of the forum, we would like to ask Airport Consultative Committee chairs to propose one attendee to represent the communities around their airport.

The attached note sets out more detail on our proposed terms of reference and membership of the forum – which will be discussed at the first meeting in January. If you would like any more information or to discuss our proposals please contact me directly, or my colleague Nic Stevenson (nic.stevenson@caa.co.uk 020 7453 6214), who will be providing the secretariat function for the forum.

We propose that the first meeting is held **at CAA House in London, on 24 January 2017 between 1400 and 1600**. As several attendees will be taking part in the DfT's Aviation Noise Engagement Group (ANEG) we have coordinated to run both meetings on the same day, in the same place, with a lunch break in between.

I would be grateful if you could reply to let us know if you will be able to attend, and if you represent an ACC, who will be attending on behalf of your area.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Tim Johnson'.

Policy Director

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Community Discussion Forum

Objective:

The CAA is creating a community discussion forum, chaired by Tim Johnson, Policy Director, drawing in community representatives from areas impacted by aviation across the UK. Its objective will be to inform the CAA's understanding of community perspectives on national, strategic projects – of which the CAA is currently involved with three and on which the forum will focus:

- The development of detailed guidance to support the implementation of a new airspace change process, and the implementation of the new process from summer 2017;
- Development of the Future Airspace Strategy at a national, strategic level – engagement around individual proposals developed to implement elements of the FAS will be dealt with through the change process as usual.
- A 'Noise Review' to consider whether the CAA has or should have a role to influence noise management within our existing powers and activities, and touch points with communities across our decision-making activities.

Desired outcomes:

- At a strategic level, communities feel informed about the CAA's work and priorities, and understand how to feed into our work programmes where appropriate.
- The CAA has a structured and open relationship with key community representatives in the areas of the country most affected by aviation's negative impacts, where the CAA has powers or role to moderate those impacts.

Mode of Operation:

The forum will meet quarterly, with a first meeting in January 2017.

The forum will focus on issues of national policy and strategic significance. It will not be a vehicle for discussing individual airport issues (which will usually be managed through the formal airspace change process), or the delivery of individual areas of work.

The forum's role will be reviewed after one year to consider whether it has been effective and whether the spread of represented communities is appropriate going forward. Once the airspace change process revision and noise review are complete, the CAA will annually decide whether there are other national strategic activities with regards to communities that the CAA is undertaking that would require the continuation of the forum in the coming year..

Representation and membership:

CAA representation at the sessions will depend on the agenda of the meeting, but would be expected to regularly include representatives from our airspace, communications and policy teams, with colleagues from safety and economic regulation joining when appropriate.

Community attendance will comprise:

Standing attendee list:

- Aviation Environment Federation
- Airport Community Forum
- HACAN (representing Heathrow and City)
- SASIG / LAANC

To ensure fair representation, we intend to ask consultative committees at the UK's 15 largest airports (listed below) to propose attendees to represent their communities:

1. Heathrow ACC
2. Gatcom
3. Manchester ACC
4. Stansted ACC
5. Luton ACC
6. Edinburgh ACC
7. Birmingham ACC
8. Glasgow ACC
9. Bristol ACC
10. Liverpool John Lennon ACC
11. Newcastle ACC
12. Belfast International ACC
13. East Midlands International ACC
14. Aberdeen ACC
15. London City ACC

At the first meeting, the potential for industry to be represented at some or all of the forum meetings, either as members or attendees, will be discussed.

From: Department for Transport [mailto:dft@aviationconsultations.com]
Sent: 03 February 2017 18:01
To: JONES, Mike A
Subject: Department for Transport: Draft Airports National Policy Statement consultation

3 February 2017

Dear colleague,

Draft Airports National Policy Statement consultation

Yesterday the Secretary of State for Transport laid before Parliament a draft Airports National Policy Statement (Airports NPS) under section 9(2) of the Planning Act 2008 and published an accompanying consultation. This begins a period of public consultation and UK Parliamentary scrutiny.

The Government believes there is a clear need for additional airport capacity. A Northwest Runway at Heathrow Airport would provide the greatest economic and employment benefits, potentially delivering tens of thousands of additional local jobs by 2030 and up to £61bn of economic benefits based on a carbon-traded scenario, not including wider trade benefits, over 60 years. It would also provide new global connections, better connections for domestic customers, lower fares for passengers and new capacity for freight imports and exports. The benefits of the scheme would be felt by businesses and passengers across the UK. By publishing the draft NPS and the consultation, the Secretary of State is sending a clear message that Britain is open for business.

The draft Airports NPS lays down the planning policy which an applicant must comply with in order to get development consent in respect of a Northwest Runway at Heathrow Airport. It sets out the need for additional airport capacity, as well as the reasons why a Northwest Runway at Heathrow Airport is the Government's preferred scheme. The draft Airports NPS specifies the requirements that an applicant would need to comply with in order to be granted the requisite development consent. These include requirements on air quality, noise, carbon and community compensation.

The Department has also published an Appraisal of Sustainability of the draft Airports NPS. This assesses the potential economic, social and environmental impacts of the proposed policy in the draft Airports NPS, incorporating a Strategic Environmental Assessment, Habitats Regulations Assessment, Equalities Impact Assessment, and Health Impact Analysis.

Airspace Policy consultation

You will also want to be aware that, in parallel to the draft Airport NPS consultation, the Government is consulting on UK airspace policy, which is an important issue for the whole country. The proposals being published for consultation today aim to strike a balance between unlocking the economic and social benefits of modernising airspace and addressing the local impacts of aviation.

In particular, we are establishing an Independent Commission on Civil Aviation Noise, which will build trust in the way noise is taken into account when airspace decisions are made. To complement this, we are proposing guidance on how noise impacts should be assessed and used to inform decisions on airspace options.

By providing this pathway to bringing airspace management into the 21st century, we will support sustainable growth and secure our position as a world leader in aviation.

The policy principles set out in the airspace policy consultation would, if the draft Airports NPS were to be designated, influence decisions taken later in the planning process for a Northwest Runway at Heathrow, including how local communities can have their say on airspace matters and how impacts on them are taken into account. Alongside the consultation on Airspace Policy: draft Air Navigation Guidance; and the Strategic Rationale for upgrading the UK's airspace is also being published.

Next steps

Both the consultations will last for 16 weeks and close on 25 May 2017. As part of the consultation process, the Department for Transport will be holding twenty local and thirteen regional events across the United Kingdom to provide more information about both consultations and for key stakeholders to have the opportunity to ask questions about the potential impacts of the proposals. The purpose of this letter is to invite your organisation to attend one of the regional events, which are by invitation only.

You can register to attend by following the link

www.aviationconsultations.com and entering your email address and unique password: 2+Ku&K\$u

The dates of events are as follows:

Monday 20th March 2017	Hilton Deansgate, Manchester
Wednesday 22nd March 2017	Council House, Birmingham
Friday 24th March 2017	The Queens Hotel, Leeds
Monday 27th March 2017	Civic Centre, Newcastle
Wednesday 29th March 2017	Edinburgh International Conference Centre (EICC), Edinburgh
Friday 31st March 2017	Crowne Plaza, Glasgow
Monday 3rd April 2017	Waterfront Hall, Belfast
Wednesday 5th April 2017	Marriott Hotel, Liverpool City Centre
Friday 7th April 2017	Radisson Blu Hotel, Cardiff
Monday 10th April 2017	Hotel Victoria, Newquay
Wednesday 12th April 2017	Town Hall (Concert Hall), Reading
Tuesday 18th April 2017	Holiday Inn Brighton Seafront, Brighton
Thursday 20th April 2017	ExCeL, London

The local events are open to anyone without booking and details on these can be found at <https://www.gov.uk/government/consultations/heathrow-expansion-draft-air....>

If you have any queries, please contact the Enquiry line on 0800 689 4968 or e-mail: RunwayConsultation.Admin@dft.gsi.gov.uk

We look forward to meeting you at one of the events.

Kind regards

A handwritten signature in black ink that reads "Shona Johnstone". The signature is written in a cursive style with a large, looping 'S' at the beginning.

Shona Johnstone
Head of Consultation
Public and Parliamentary Delivery Division
Department for Transport

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