

**Minutes of the Annual General Meeting of the
Norwich Airport Consultative Committee**

**held on Wednesday 19th July 2023 @ 1400 hrs
Hellesdon Parish Council Office**

1) Present:	S Gurney	Norfolk County Council (Chairman)
	R Pace	Norwich Airport Ltd
	K Clarke	Horsford PC
	B Leggett	Old Catton PC
	J Latchford	Taverham PC
	A Tipple	Broadland District Council
	J Anderson	Drayton PC
	R Fisher	Frettenham PC
	L Rogers	Hainford PC
	P Daly	Spixworth PC
	J McClintock	Bristow Helicopters
	P Langley	Norwich Airport Ltd
	K Maguire	Norwich City Council

Apologies:

J Dewing	Saxonair Charter Ltd
G Hegarty	Horsham & Newton St Faith PC
R Sear	Hellesdon PC

Shelagh Gurney – Chairman opened the meeting.

2) Minutes of the previous Annual General Meeting – 13th July 2022

The minutes of the previous Annual General Meeting held on 13th July 2022 were agreed by those present at the meeting, and duly signed by the Chairman as a true and accurate record of that meeting. This was seconded and agreed.

3) Matters Arising from the Minutes of 13th July 2022

No matters arising.

4) Chairman's Annual Report

SG reports that the meetings have been very successful during the year, with all four meetings taking place. The airport offers good communication to the councilors throughout the year.

There have been a number of complaints throughout the year regarding aircraft noise

throughout the various parishes, however SG reminds everybody that the airport does hold planning permission for flights to depart between 06.00 – 23.00 daily. In addition, various different aircraft maybe seen using the airport throughout the year and these are usually customers of Air Livery or KLM Engineering.

5) Managing Director's Annual Report

Passenger number have recovered to the post covid basis of circa 345,000 which is circa 70% of pre-pandemic passengers. International passengers are broadly in line with expectation while domestic passengers are below expectation due to the Edinburgh service not resuming. Offshore passengers are stronger than expected because of the Ukraine war and the effect on international energy supply and the need to secure more domestic production. We expect passenger numbers to increase to over 400,000 in the coming year but may be the following year (FY26) before passenger numbers recover back to 2019 levels.

Flights to eight holiday destinations marked the start of a busy summer schedule. In total, there are 14 destinations in seven countries being offered from Norwich Airport in 2023/24. Earlier this year, KLM launched extra year-round flights to Amsterdam's Schiphol Airport and now operates up to four return trips a day. The service provides access to over 270 worldwide destinations through its global network of international onward connections. In addition, Loganair operates a six-day service to Aberdeen which is popular with business travellers and Blue Islands makes a welcome return with a twice-weekly service to Jersey.

Financial performance continues to recover but finished the financial year ending 31st March 2023 with a financial loss. The support provided by bank lenders during the pandemic has come to an end and from December 2022 the Company has restarted annual loan repayments. It is vital that the Company rapidly returns to profitability to meet these loan commitments as well as restore the capital investment programme - which is substantial given the size of Airport estate and the assets required to maintain a safe and compliant operation.

Norwich Airport has teamed up with Norfolk and Waveney Mind as its chosen charity of the year. Airport staff will be organising a series of events and fundraising activities over the coming months to help people in need of mental health support.

The Net Zero work continues as the Airport works towards Airport Carbon Accreditation Level 2 status. A detailed carbon mapping exercise has been undertaken to inform the development of a carbon reduction plan. Sustainable Aviation Fuel (SAF) is now available for sale to our customers since the beginning of March. Work continues the Airport's Surface Access Strategy (ASAS) following a recent round of stakeholder engagement. Further engagement is planned with key stakeholders including relevant councilors together with a series of Joint Working Group meetings with the Local Planning Authorities. The ASAS is planned to be adopted in the summer and implementation to begin later in the autumn.

A new bus service linking the Nest, airport, Norwich city centre, the train station and Carrow Road will commence on 16th April. The scheme is Government funded for the next three years and single fares are still capped at £2 per journey.

We were delighted to welcome the Aviation Minister Baroness Vere to the Airport on 23rd June and described the Norwich aviation industry as a “hub of greatness”. Baroness Vere toured Norwich Airport and the neighbouring International Aviation Academy Norwich to learn more about how the airport is fast becoming a centre of excellence for sustainable aviation. The Minister visited two workshops involving KLM trainees to see how the Aviation Academy is training the next generation of engineers. And she was introduced to a group of youngsters who have worked with Norfolk-based community interest company NUNCATS on building the first ever British electric light aircraft. A tour of Norwich Airport followed, where the Minister was briefed on the recent introduction of Sustainable Aviation Fuel (SAF) at Norwich, which produces up to 80% fewer lifecycle carbon emissions than the fuel it replaces. Norwich Airport is one of the few regional airports in the UK to offer SAF to its customers, including SaxonAir which uses the fuel in its helicopters. Following the airport tour, Baroness Vere met local stakeholders over lunch in the SaxonAir hangar. She also met and chatted to local companies that make up the Net-Zero General Aviation Training Group which was launched last year and is dedicated to developing electric aircraft technology and skills.

In conclusion, the new normal is here but the inflationary pressures being felt by our employees are all also felt by the Company. The Net Zero pathway is accelerating, and the airport is working to both a financial and environmentally sustainable future.

NAL
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Action: RP will circulate the report after the meeting to all committee members.

SG asks if the ADF (Airport Development Fee) is still ringfenced for airport improvements? RP advised that the ADF has three main purposes being develop capital investment for infrastructure projects, incentivise new airlines/operators to use the airport and it also contributes to the daily operational costs of the airport.

Action: RP to bring a supply of the updated ADF flyers.

6) Constitution

Cllr Gurney reviewed the Constitution and proposed it should be left as follows

- Four meetings per annum. Jan/Apr/Jul/Oct on a Wednesday.
- AGM to be held in July.

7) Members Attendance Record

Members attendance record was noted. SG commented that it would be good to see more of the airport tenant companies represented.

SG requested if members are unable to attend to appoint a substitute where possible.

Action: RP will write to all tenant companies to encourage them to attend.

8) AOB

No other business was cited.

9) Date of next AGM

Wednesday 24th July at 1400.